



Town of York

186 York Street
York, Maine 03909-1314

Town Manager/
Selectmen
(207)363-1000

Town Clerk/
Tax Collector
(207)363-1003

Finance/
Treasurer
(207)363-1004

Code Enforcement
(207)363-1002

Planning
(207)363-1007

Assessor
(207)363-1005

Police Department
(207)363-1031

Dispatch
(207)363-2557

York Beach Fire
Department
(207)363-1014

York Village Fire
Department
(207)363-1015

Public Works
(207)363-1011

Harbor Master
(207)363-1000

Senior Center/
General Assistance
(207)363-1036

Parks and
Recreation
(207)363-1040

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

www.yorkmaine.org

BOARD OF SELECTMEN'S MEETING AGENDA 7:00PM MONDAY, MAY 12, 2014 YORK LIBRARY

Call to Order

Opening Ceremonies

A. Minutes

1. March 24, 2014 Meeting Minutes
2. March 27, 2014 Meeting Minutes
3. April 24, 2014 Meeting Minutes

B. Chairman's Report

C. Manager's Report

D. Reports

1. Election Information from Town Clerk
2. Update from "Think Again" Regarding Maine Turnpike Authority

E. Citizens' Forum – The Citizens' 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.

F. Approval of Warrant #45

G. Public Hearings

1. New Business License: The Central Restaurant and Bar
2. New Business License: A Lifestyle Emporium
3. New Business License: Stonestrow

H. Endorsements

Business Licenses:

1. Wiggly Bridge Distilleries, LLC DBA: Wiggly Bridge Distillery (Victualers, Liquor); Located at 19 Railroad Avenue
2. James James, LLC DBA: GiGi's Italian Food and Drink (Victualers, Liquor, Special Amusement); Located at 2 Beach Street Unit 7A
3. IOTB, LLC DBA: Guac-N-Roll (Victualers, Liquor, Special Amusement); Located at 6 Railroad Avenue
4. Zhiqiang He DBA: Panda and Sakura (Victualers, Liquor); Located at 9 Ocean Avenue
5. IOTB, LLC DBA: STONESTHROW (Victualers, Liquor, Special Amusement, Bed and Breakfast); Located at 123 Long Beach Avenue
6. William H. Burnham DBA: Surfside (Victualers, Liquor); Located at 1 Main Street
7. Agnes and John E. Biagioni DBA: The Candy Corner, Inc. (Victualers); Located at 14 Railroad Avenue
8. The Goldenrod DBA: The Goldenrod (Victualers); Located at 2 Railroad Avenue
9. Maine Ice Cream, LLC DBA: The Ice Cream House (Victualers); Located at 1300 US Route One
10. Martha Danilowicz DBA: Wicked Good Ice Cream (Victualers); Located at 4 Main Street
11. William H. Burnham DBA: York Beach Bowling Alley (Victualers, Coin Operated Amusement, Bowling Alley); Located at 3 Beach Street
12. Sandra Wilson DBA: York Restaurant (Victualers); Located at 3 Railroad Avenue
13. Mainstream Restaurants, LLC DBA: The Central Restaurant and Bar (Victualers, Liquor); Located at 127 Long Sands Road #7

I. Awards

1. Introduction of Police Officer and New Sergeant

J. Unfinished Business

1. Discussion and Possible Action on Providing Additional Information to the Planning Board Regarding Police Station Connector Road
2. Discussion and Possible Action on Selectmen Code of Conduct
3. Discussion and Possible Action Regarding a Driveway Permit at 65 Old Post Road

K. New Business

1. Discussion and Possible Action on a Resolution to the Maine Emergency Management Agency
2. Discussion and Possible Action on a Parking Agreement with York's Wild Kingdom
3. Discussion and Possible Action on a Request to Vacate Town Rights to a Paper Street Right of Way at 11 Pinecrest Drive
4. Special Event Permit: Elks Club Yard Sale
5. Special Event Permit: Four on the Fourth Road Race
6. Special Event Permit: Amidon Dentistry York Days 5K

7. Special Event Permit: York Days Craft Fair
8. Special Event Permit: Christmas in July – Lighting of the Nubble
9. Special Event Permit: Turkey Trot 5K
10. Special Event Permit: November Lighting of the Nubble
11. Special Event Permit: Festival of Lights Parade
12. Special Event Permit: York Lion's Annual Fun(d) Raising Auction

L. **Other Business**

M. **Citizens' Forum**

Adjourn

**BOARD OF SELECTMEN'S
MEETING MINUTES
7:00PM MONDAY, MARCH 24, 2014
YORK LIBRARY**

Present: Chairman Ronald Nowell, Vice Chairman Kinley Gregg, Mary Andrews, Scott Fiorentino, Torbert Macdonald, Town Manager Robert G. Yandow, Recorder Melissa M. Avery and members of the press and public.

Call to Order

Chairman Nowell called the meeting to order at 7:00PM.

Opening Ceremonies

A. Minutes

B. Chairman's Report

Chairman Nowell said that the current CEO of Time Warner retired after 80 days on the job and was paid \$80 million dollars. Mr. Nowell also let the public know that the appraisal of the Davis Property on York Street from Amidon Appraisal will be available for the public to view online. Mr. Nowell stated that he asked the Town Assessor to do research on the ownership of all the local beaches in York County.

C. Manager's Report

Town Manager Yandow stated that PC Construction sent a letter to the Town that due to the delays in the project for the past 17 months, they are going to invoke a provision in the contract that allows them to be able to terminate the contract. PC Construction plans to work with SMART, Inc. to design a bid package for the project, and do intend to bid on that package.

Ms. Gregg suggested a special meeting by the Board of Selectmen dedicated to discussing Police Station Project issues and the recent letter from PC Construction.

D. Awards

1. Parks and Recreation Summer Brochure Bid

The Town received two bids for the Parks and Recreation Department's Summer Brochure. It has been determined that the Parks and Recreation Department will need to print 8,000 brochures, and with the Department not being certain of the number of pages that would need to be printed. Parks and Recreation Director Michael Sullivan would like award the bid for the higher option for number of pages in the case that the Department needs the extra 8 pages when the brochure is finished. The Town received the following two bids:

1. Graphic Image, Inc. \$8,020.00
2. RAM Printing \$9,736.00

Moved by Ms. Andrews, seconded by Mr. Fiorentino to award the bid for the Parks and Recreation Department's Summer Brochure to Graphic Images, Inc. of Milford, Connecticut in an amount not to exceed \$8,520. Vote 5-0, motion passes.

E. Reports

F. Citizens' Forum – The Citizens' 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: Stephanie Vallee

G. Approval of Warrant #38

Moved by Ms. Gregg, seconded by Mr. Fiorentino to approve Warrant #38. Vote 5-0, motion passes.

H. Public Hearings

1. Proposed Amendments for the May Special General Referendum
 - a. Allow Additional Uses in the Northern Portion of the Route One-2 Zone
 - b. Harbor Ordinance and Zoning Ordinance Amendments
 - c. Amend Standards for Commercial Functions on Residential Lots
 - d. Alter Membership Requirements for the Board of Design Review
 - e. Change the Definition of Leash in the Animal Control Ordinance
 - f. Business Licensing Ordinances
 - g. Repeal the Property Tax Relief for Low Income Circuit Breaker Program Ordinance

Moved by Ms. Gregg, seconded by Mr. Fiorentino to open the Public Hearing for the Proposed Amendments for the May Special General Referendum. No objection, so moved.

Public Comment: None

Mr. Nowell closed the Public Hearing at 7:26PM. No objection, so moved.

2. May 2014 Special General Referendum Warrant

Moved by Ms. Gregg, seconded Ms. Andrews to open the Public Hearing on the May 2014 Special General Referendum Warrant. No objection, so moved.

Public Comment: None

Moved by Ms. Gregg, seconded by Ms. Andrews to close the Public Hearing at 7:27PM. No objection, so moved.

3. May 2014 Budget Referendum Warrant

Moved by Ms. Gregg, seconded Mr. Fiorentino to open the Public Hearing on the May 2014 Budget Referendum Warrant. No objection, so moved.

Public Comment: None

Mr. Nowell closed the Public Hearing at 7:28PM. No objection, so moved.

4. May 2014 School Budget Validation Referendum Warrant

Moved by Ms. Gregg, seconded Ms. Andrews to open the Public Hearing on the May 2014 School Budget Validation Referendum Warrant. No objection, so moved.

Public Comment: None

Mr. Nowell closed the Public Hearing at 7:28PM. No objection, so moved

5. New Business License: Wiggly Bridge Distillery

Moved by Ms. Gregg, seconded by Ms. Andrews to open the Public Hearing on a new Business License Application for the Wiggly Bridge Distillery.

Public Comment: Joe Lipton (Letter Read by Ms. Gregg)

Mr. Nowell closed the Public Hearing at 7:37PM. No objection, so moved.

6. New Business License: The Cliff House Resort and Spa

Moved by Ms. Gregg, seconded by Ms. Andrews to open the Public Hearing on the New Business License Application for The Cliff House Resort and Spa. No objection, so moved.

Public Comment: None

Mr. Nowell closed the Public Hearing at 7:38PM. No objection, so moved.

I. Endorsements

Business Licenses:

1. Robert N. Witham DBA: Bob's Beach Rentals for Rental of Floats
2. Longhorn Trading Company DBA: Wild Willy's Burgers for Victualers and Liquor; Located at 765 US Route One
3. Phyllis W. Fox DBA: Fox's Lobster House for Victualers and Liquor; Located at 8 Sohier Park Road
4. Jessica Elsemore, and Gary and Joseph Dominguez DBA: 1730 Harbor Crest Inn for Bed and Breakfast; Located at 378 York Street
5. Richard Leigh, and Gary and Joseph Dominguez DBA: Harbor Hill for Bed and Breakfast; Located at 472 York Street
6. Joseph and Gary Dominguez DBA: Harbor Cliffs B&B for Bed and Breakfast; Located at 484 York Street
7. Garry Dominguez DBA: York Harbor Inn for Victualers, Liquor and Special Amusement; Located at 480 York Street
8. Jon Adelson DBA: Ricks All Seasons for Victualers and Liquor; Located at 240R York Street
9. RBDD Cliff House Acquisitions LLC DBA: The Cliff House Resort and Spa for Victualers, Liquor and Special Amusement; Located at 591 Shore Road
10. CNLP, Inc. DBA: Cape Neddick Lobster Pound for Victualers, Liquor and Special Amusement; Located at 60 Shore Road
11. Kettle Boys, Inc. DBA: The Kettle Boys for Victualers; Located at 15 Railroad Avenue
12. John and Gail Stacy DBA: Flo's Take-Out for Victualers; Located at 1359 US Route One
13. Scott and Art Berger DBA: York Village Emporium for Victualers; Located at 241 York Street
14. Wiggly Bridge Distilleries LLC DBA: Wiggly Bridge Distillery for Victualers and Liquor; Located at 19 Railroad Avenue

Moved by Ms. Gregg, seconded by Ms. Andrews to approve the following licenses, Robert N. Witham DBA: Bob's Beach Rentals for Rental of Floats, Longhorn Trading Company DBA: Wild Willy's Burgers for Victualers and Liquor; Located at 765 US Route One, Phyllis W. Fox DBA: Fox's Lobster House for Victualers and Liquor; Located at 8 Sohier Park Road, Jessica Elsemore, and Gary and Joseph Dominguez DBA: 1730

Harbor Crest Inn for Bed and Breakfast; Located at 378 York Street, Richard Leigh, and Gary and Joseph Dominguez DBA: Harbor Hill for Bed and Breakfast; Located at 472 York Street, Joseph and Gary Dominguez DBA: Harbor Cliffs B&B for Bed and Breakfast; Located at 484 York Street, Garry Dominguez DBA: York Harbor Inn for Victualers, Liquor and Special Amusement; Located at 480 York Street, Jon Adelson DBA: Ricks All Seasons for Victualers and Liquor; Located at 240R York Street, RBDD Cliff House Acquisitions LLC DBA: The Cliff House Resort and Spa for Victualers, Liquor and Special Amusement; Located at 591 Shore Road, CNLP, Inc. DBA: Cape Neddick Lobster Pound for Victualers, Liquor and Special Amusement; Located at 60 Shore Road, Kettle Boys, Inc. DBA: The Kettle Boys for Victualers; Located at 15 Railroad Avenue, John and Gail Stacy DBA: Flo's Take-Out for Victualers; Located at 1359 US Route One, Scott and Art Berger DBA: York Village Emporium for Victualers; Located at 241 York Street subject to taxes, fees and inspections being current and compliant with the usual noise stipulations.

Ms. Andrews stated that she would feel more comfortable taking any action on the Wiggly Bridge Distillery Business License after getting a legal opinion.

Moved by Mr. Macdonald, seconded by Ms. Gregg to table the Wiggly Bridge Distillery Business License until after the Board receives a legal opinion regarding the business. Vote 5-0, motion passes.

J. Old Business

1. Discussion and Possible Action on Legal Documents Regarding Penstock Road and the Town, Ellis Park Trustees and William Burnham

Mr. Macdonald noted that on page three of the Quitclaim deed it reads "with the William H. Burnham Irrevocable Trust's", where in the rest of the document it reads "William H. Burnham Revocable Trust".

Moved by Ms. Andrews, seconded by Mr. Macdonald to place a warrant article on the May 17, 2014 Special General Referendum which proposes the discontinuance of Penstock Road, the conveyance of property to the William H. Burnham Trust via quitclaim deed, without covenant and an easement and maintenance agreement from the William H. Burnham Revocable Trust to the Town of York. Vote 3-2, Ms. Gregg and Mr. Fiorentino opposed, motion passes.

K. New Business

1. Discussion and Possible Action on a Proposal to Seek Bids for a Senior Center Bus

Senior Center Coordinator Robin Cogger sent a memorandum to the Board of Selectmen with the endorsement of the Senior Citizen's Advisory Board to make a proposal that they grant the York Senior Center permission to seek bids for the purchase of a new 28

passenger, wheelchair assessable bus to be purchased with monies donated to the Senior Center by the estate of Marjorie Duffy.

Moved by Ms. Andrews, seconded by Mr. Fiorentino to have the Senior Center seek bids for the purchase of a 28 passenger, wheelchair assessable bus to be purchased with the funds left to the Senior Center by Marjorie Duffy "for the sole purpose of providing capital and operating funds for the senior's transportation needs". Vote 5-0, motion passes.

2. Move Ordinance Amendments to May 17, 2014 Special General Referendum

Community Development Director Stephen H. Burns revised the amendments after the most recent discussion with the Board of Selectmen on February 24, 2014 regarding the proposed amendments and forwarded them to Mary Costigan for legal review.

Ms. Gregg asked that the amendments be voted on individually, as she is opposed to supporting the continuation of commercialization of the more rural Route One areas.

Moved by Ms. Andrews, seconded by Mr. Macdonald to place the amendment to "Allow Additional Uses in the Northern Portion of the Route One-2 Zone" on the ballot for consideration at the May 2014 Special General Referendum. Vote 4-1, Ms. Gregg opposed, motion passes.

Ms. Gregg noted for the public that the proposed amendments for the Harbor Ordinance had been forwarded on to the Town Attorney and her changes to the standards have been incorporated into the new proposed draft of the amendments.

Moved by Ms. Andrews, seconded by Ms. Gregg to place the amendment to the "Harbor Ordinance and the Zoning Ordinance" on the ballot for consideration at the May 2014 Special General Referendum. Vote 5-0, motion passes.

Moved by Ms. Andrews, seconded by Mr. Fiorentino to place the amendment to "Amend Standards for Commercial Functions on Residential Lots" on the ballot for consideration at the May 2014 Special General Referendum. Vote 5-0, motion passes.

Moved by Ms. Andrews, seconded by Ms. Gregg to place the amendment to "Alter Membership Requirements for the Board of Design Review" on the ballot for consideration at the May 2014 Special General Referendum. Vote 5-0, motion passes.

Moved by Ms. Andrews, seconded by Mr. Fiorentino to place the amendment to "Change the Definition of Leash in the Animal Control Ordinance" on the ballot for consideration at the May 2014 Special General Referendum. Vote 5-0, motion passes.

Mr. Macdonald questioned if existing places with Special Amusement License would still be able to have music and dancing outside, of which is prohibited in section 4.2.6 on

page 15 of the draft proposed Business Licensing Ordinance". Mr. Macdonald also mentioned that in section 4.2.11 regarding Flea Markets, it states that 3 parking spots per vendor is require, he feels that such a parking standard is unreasonable. Mr. Burns answered Mr. Macdonald that existing Special Amusement Licenses would not be effected because section 4.2.6.C of the Business Licensing Ordinance states: "Establishments with Special Amusement Licenses that date back prior to the establishment of this standard shall be vested in their right to continue with past practice provided there has been no gap of 2 years or more in their past licensing". As for his Flea Market parking standard issue, "Flea Market" is a "use" in zoning and once you are granted the use on a property, you are then approved and vested to use the property thereafter.

Moved by Ms. Andrews, seconded by Mr. Fiorentino to place the amendment to the "Business License Ordinances" on the ballot for consideration at the May 2014 Special General Referendum. Vote 5-0, motion passes.

Per the Town Attorney's advice, the Board chose to hold off of taking any action on the Circuit Breaker Ordinance for the May 2014 Special General Referendum.

3. Discussion and Possible Action on FY15-FY19 Capital Plan

Ms. Gregg expressed concern over leaving the Davis Property off the Capital Plan. She feels it doesn't make sense to ask the voters if they want to be asked a question at the next election in November after the tax rate has been set, resulting in the Town not having the funds to purchase said property.

Moved by Mr. Macdonald, seconded by Ms. Andrews send the FY15-19 Capital Plan as printed to the voters for approval. Vote 5-0, motion passes.

4. Discussion and Possible Action on Moving Acceptance of Harbor Side Drive to the May 17, 2014 Special General Referendum

Moved by Ms. Andrews, seconded by Mr. Fiorentino that an article be placed on the May 2014 ballot for Public Street Acceptance of Harbor Side Drive. Vote 5-0, motion passes.

5. Approve May 17, 2014 Special General Referendum

Town Manager Yandow suggested removing Article 9 and 10 from the May Special General Referendum and place them on the November Referendum after further information is acquired.

Moved by Mr. Macdonald, seconded by Ms. Gregg to remove Articles 9 and 10 from the May 17, 2014 Special General Referendum. Vote 5-0, motion passes.

Moved by Ms. Gregg, seconded by Mr. Fiorentino to approve the May 17, 2014 Special General Referendum. Vote 5-0, motion passes.

6. Approve May 17, 2014 Budget Referendum

Ms. Gregg noted that the article relating to Debt Service is worked differently than in past years; Mr. Yandow explained that the Bond Counsel does all the wording for the finance articles.

Ms. Gregg also noted that a change suggested by the Budget Committee regarding the wording of Article Forty (Cider Hill Road Reconstruction) was not applied to the current draft of the warrant.

Ms. Gregg also questioned that wording of Article Forty-Two, suggesting that "to the building" was extraneous. Mr. Fiorentino explained that the "to the building" is important because in some circumstances the water line is only brought to the property line, not all the way to the building.

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the May 17, 2014 Budget Referendum. Vote 5-0, motion passes.

7. Approve May 17, 2014 School Budget Validation Referendum

Moved by Mr. Macdonald, seconded by Ms. Andrews to approve the May 17, 2014 School Budget Validation Referendum. Vote 5-0, motion passes.

8. Approve May 17, 2014 Special General Local Liquor Option Referendum

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the May 17, 2014 Special General Local Liquor Option Referendum. Vote 5-0, motion passes.

9. Preference Votes on May 17, 2014 Special General Referendum

Article One: 5-0

Article Two: 4-1 (Ms. Gregg against)

Article Three: 5-0

Article Four: 5-0

Article Five: 5-0

Article Six: 4-1 (Ms. Andrews against)

Article Seven: 5-0

Moved by Ms. Gregg, seconded by Mr. Fiorentino to remove Article 8, regarding the Property Tax Relief for Low Income Circuit Breaker Program Ordinance from the current draft of the Special General Referendum. Vote 5-0, motion passes.

Please note that after the motion above, Articles 8, 9 and 10 of the current draft of the Special General Referendum have now been removed during this meeting. The remaining article numbers for the preference votes relating to the Special General

Referendum have been have been re-numbered and therefore do not coincide with the Referendum draft included in the packet for this date.

Article Eight: 5-0
Article Nine: 5-0
Article Ten: 5-0
Article Eleven: 5-0
Article Twelve: 5-0
Article Thirteen: 5-0
Article Fourteen: 5-0
Article Fifteen: 5-0
Article Sixteen: 5-0
Article Seventeen: 5-0
Article Eighteen: 5-0
Article Nineteen: 5-0
Article Twenty: 5-0
Article Twenty-One: 5-0
Article Twenty-Two: 5-0
Article Twenty-Three: 5-0
Article Twenty-Four: 5-0
Article Twenty-Five: 3-2 (Ms. Gregg and Mr. Fiorentino against)

10. Preference Votes on May 17, 2014 Budget Referendum

Article One: 5-0
Article Two: 5-0
Article Three: 5-0
Article Four: 5-0
Article Five: 5-0
Article Six: 5-0
Article Seven: 5-0
Article Eight: 5-0
Article Nine: 5-0
Article Ten: 5-0
Article Eleven: 5-0
Article Twelve: 5-0
Article Thirteen: 4-0-1 (Ms. Andrews abstained)
Article Fourteen: 4-1 (Ms. Gregg against)
Article Fifteen: 5-0
Article Sixteen: 5-0
Article Seventeen: 5-0
Article Eighteen: 5-0
Article Nineteen: 5-0
Article Twenty: 5-0
Article Twenty-One: 5-0
Article Twenty-Two: 5-0
Article Twenty-Three: 5-0

Article Twenty-Four: 4-1 (Ms. Gregg against)
Article Twenty-Five: 5-0
Article Twenty-Six: 5-0
Article Twenty-Seven: 5-0
Article Twenty-Eight: 4-1 (Ms. Gregg against)
Article Twenty-Nine: 5-0
Article Thirty: 5-0
Article Thirty-One: 5-0
Article Thirty-Two: 5-0
Article Thirty-Three: 5-0
Article Thirty-Four: 4-1 (Ms. Gregg against)
Article Thirty-Five: 5-0
Article Thirty-Six: 5-0
Article Thirty-Seven: 5-0
Article Thirty-Eight: 5-0
Article Thirty-Nine: 4-1 (Ms. Gregg against)

Municipal and School Capital Plan:

Article Forty: 5-0
Article Forty-One: 5-0
Article Forty-Two: 5-0
Article Forty-Three: 5-0
Article Forty-Four: 5-0
Article Forty-Five: 5-0
Article Forty-Six: 5-0
Article Forty-Seven: 5-0
Article Forty-Eight: 5-0
Article Forty-Nine: 4-1 (Ms. Gregg against)
Article Fifty: 5-0
Article Fifty-One: 5-0

“Non-Binding Referendum: Do the voters support a negotiation process for the potential purchase of approximately 97 acres of land at 142 York Street known as the “Davis Property” for \$5.5 million dollars (\$5,500,000)? Statement of Fact: The Davis property has been offered to the Town of York for \$5,500,000. The Town Assessor has attached a value of \$4,350,000 to \$7,900,000 (after subtracting projected infrastructure, utility and access costs) based on the potential for 71 building lots which is what current ordinances would allow. The Town commissioned an independent appraisal from Amidon Appraisal Company of Portland and that appraisal reveals a market value of \$1,380,000 based on market demand for 51 lots over a 10 year period. This analysis factors in development costs, time value of money and profit for a development. A “YES” vote means you support purchasing the Davis Property. A “NO” vote means you do not support purchasing the Davis Property.”

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the Non-Binding Referendum Question as amended for the May 17, 2014 Election. Vote 3-2, Ms. Gregg and Ms. Andrews against, motion passes.

11. Discussion and Possible Action to Separate the Police Station Project and Connector Road for purposes of Planning Board Review

The Board chose to schedule one or two Work Sessions with Andrew Johnston of SMART, if possible, before and after the upcoming Planning Board Completeness Review on April 3, 2014. Topics of the meeting to include, the letter from PC Construction, Project Finances, Costs vs. Work Completed/To-be Completed, Clerk of the Works, Municipal Building Committee Status, etc.

The Board decided to take no action on items 11 and 12 until a future meeting.

12. Discussion and Possible Action on Police Station and Connector Road Application for Planning Board

See note above.

13. Property Redemption: 291 Long Sands Road

Moved by Ms. Gregg, seconded by Ms. Andrews to approve the redemption of Tax Map 0038-0095; located at 291 Long Sands 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 May 23, 2014. Vote 5-0, motion passes.

14. Special Event Permit: York Beach Fire Department's Annual Parade and Muster

The Board decided to take no action on items 14 through 17 until the next meeting on April 1, 2014.

15. Special Event Permit: Spring Ride for the Troops

See note above.

16. Special Event Permit: Big A 50K

See note above.

17. Pole Location Permit: Pine Hill Road

See note above.

L. Other Business

M. Citizens' Forum

Public Comment: None

Adjourn

Moved by Ms. Andrews, seconded by Ms. Gregg to adjourn the meeting at 10:26PM. No objection, so moved.

**BOARD OF SELECTMEN'S
MEETING MINUTES
9:00AM THURSDAY, MARCH 27, 2014
YORK PUBLIC LIBRARY**

Present: Vice Chairman Kinley Gregg, Mary Andrews, Torbert Macdonald
Recorder Melissa M. Avery and members of the press and public.

Call to Order

Vice Chairman Gregg called the meeting to order at 9:07AM.

A. New Business

1. Work Session with MMA regarding the Town Manager Search

Director of Human Resources Liam Gallagher and the Maine Municipal Association's Director of Personnel Services and Labor Relations Dave Barrett discussed with the Board the process of which they intend to take for the Town Manager Search.

Mr. Barrett went over the general proposal for the search and asked the Board for feedback and input on what qualities they would like to see in the new Town Manger during an upcoming "Needs Assessment" meeting he intends to have with the Board in early May.

Adjourn

Moved by Ms. Andrews, seconded by Ms. Macdonald to adjourn the meeting at 9:37AM. No objection, so moved.

**BOARD OF SELECTMEN'S
MEETING MINUTES
9:00AM TUESDAY, APRIL 24, 2014
YORK PUBLIC LIBRARY**

Present: Chairman Ronald Nowell, Vice Chairman Kinley Gregg, Mary Andrews, Town Manager Robert G. Yandow and Town Attorney Mary Costigan.

Call to Order

Chairman Nowell called the meeting to order at 9:05AM.

A. Executive Session

1. Consultation with Town Attorney; Pursuant to MRSA Title 1, Section 405 (6)(E)

Moved by Ms. Gregg, seconded by Ms. Andrews to enter into Executive Session at 9:05AM. Vote 2-1, Mr. Nowell against, motion passes.

Adjourn

Chairman Nowell adjourned the meeting at 9:35AM.



PUBLIC HEARING NOTICE

May 12, 2014

7:00PM

York Public Library

The Selectmen will hold a Public Hearing on May 12, 2014 regarding a New Business License Application for the following:

- Brenda Barnard DBA: A Lifestyle Emporium (Victualers); Located at 369 US Route One
- Kiersten Mayes DBA: The Central Restaurant and Bar (Victualers/Liquor); Located at 127 Long Sands Road Unit #7

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



Business Name The central Restaurant & Bar
 Business Location 127 Long Sands Road #7
YORK, ME 03909
 Telephone Number 603.566.8413

OWNER'S Name and Mailing Address Kiersten Mayes (Mainstream Restaurants, LLC)
10 Snowdin Ridge
YORK, ME 03909

APPLICANT'S Name and Mailing Address Kiersten Mayes
10 Snowdin Ridge
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		
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.

MAP/LOT: <u>44-666</u> License Year: <u>2014</u> No. Of Seats: <u>59</u> No. Of Parking Spaces: <u>137-Front, 59-Back</u> New License (One Time \$30 Fee): <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO License Renewal: YES <input type="checkbox"/> <input checked="" type="checkbox"/> NO Bed and Breakfast License: # of Rooms <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input type="checkbox"/> <input checked="" type="checkbox"/> NO	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input checked="" 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.

4/15/14
Date

Kiersten Mayes
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 Kiersten Mayes

Business Manager Signature (If Applicable) _____

Date

Town Manager for the Board of Selectmen

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

AMT. RECD. \$130.00 RECEIPT NO. #1720 RECEIPT DATE 4/25/14 MI PM MM MS
MMA

PH ✓
5/12

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



Business Name A Lifestyle Emporium
Business Location 369 US Rte 1
York, ME 03909
Telephone Number _____

OWNER'S Name and Mailing Address Brenda Barnard
1 Thistle Rd
York ME 03909

APPLICANT'S Name and Mailing Address Brenda Barnard
1 Thistle Rd
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		
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.

MAP/LOT: <u>0053 - 0004</u> License Year: <u>2014</u> No. Of Seats: <u>N/A</u> No. Of Parking Spaces: <u>25</u> New License (One Time \$30 Fee): YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> License Renewal: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Bed and Breakfast License: # of Rooms <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> 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): <u>N/A</u> ___ 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.

April 16, 2014
Date

Brenda Barnard
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 Brenda Barnard

Business Manager Signature (If Applicable) _____

Date

Town Manager for the Board of Selectmen

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

AMT. RECD. \$105.00 RECEIPT NO. #1132 RECEIPT DATE 4/22/14 MI PM MM MS
mm



PUBLIC HEARING NOTICE

May 12, 2014

7:00PM

York Public Library

The Selectmen will hold a Public Hearing on May 12, 2014 regarding a New Business License Application for the following:

- IOTB, LLC DBA: Stonestrow (Victualers/Liquor/Special Amusement/Bed and Breakfast); Located at 123 Long Beach Avenue



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Business License Applications (13)	

TO: BOARD OF SELECTMEN

FROM: Melissa M. Avery; Assistant to the Town Manager

RECOMMENDATION: Approve all Business License Applications (13)

PROPOSED MOTION: I move to approve the following licenses:

1. Wiggly Bridge Distilleries, LLC DBA: Wiggly Bridge Distillery (Victualers, Liquor); Located at 19 Railroad Avenue
2. James James, LLC DBA: GiGi's Italian Food and Drink (Victualers, Liquor, Special Amusement); Located at 2 Beach Street Unit 7A
3. IOTB, LLC DBA: Guac-N-Roll (Victualers, Liquor, Special Amusement); Located at 6 Railroad Avenue
4. Zhiqiang He DBA: Panda and Sakura (Victualers, Liquor); Located at 9 Ocean Avenue
5. IOTB, LLC DBA: STONESTHROW (Victualers, Liquor, Special Amusement, Bed and Breakfast); Located at 123 Long Beach Avenue
6. William H. Burnham DBA: Surfside (Victualers, Liquor); Located at 1 Main Street
7. Agnes and John E. Biagioni DBA: The Candy Corner, Inc. (Victualers); Located at 14 Railroad Avenue
8. The Goldenrod DBA: The Goldenrod (Victualers); Located at 2 Railroad Avenue
9. Maine Ice Cream, LLC DBA: The Ice Cream House (Victualers); Located at 1300 US Route One
10. Martha Danilowicz DBA: Wicked Good Ice Cream (Victualers); Located at 4 Main Street

11. William H. Burnham DBA: York Beach Bowling Alley (Victualers, Coin Operated Amusement, Bowling Alley); Located at 3 Beach Street
12. Sandra Wilson DBA: York Restaurant (Victualers); Located at 3 Railroad Avenue
13. Mainstream Restaurants, LLC DBA: The Central Restaurant and Bar (Victualers, Liquor); Located at 127 Long Sands Road #7

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

Discussion: The following Business Licenses will not be released until I have received Fire Department sign offs: GiGi's, Guac-N-Roll, Panda and Sakura, Stonestrow, Surfside, Candy Corner, Goldenrod, Ice Cream House, Wicked Good Ice Cream, York Beach Bowling Alley, York Restaurant and Central Restaurant and Bar.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared By:

Melina M. Tracy

Reviewed By:

Robert B. Gannon



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

TO: Board of Selectmen

FROM: Kathryn Newell *K. Newell*
Code Enforcement Officer

DATE: May 8, 2014

RE: LICENSE INSPECTIONS AND RECOMMENDATIONS

Based on my review, I recommend the following position on the licenses to be heard on May 12, 2014.

ENDORSEMENTS

James James, LLC

DBA: Gigi's

Map/Lot: 0024-0044-0007

Victualers/Liquor/Special Amusement

James Woodhouse

43 Depot Road

Stratham, NH 03885

FACILITY

Restaurant - 150 Seats

ZONE

YBVC

USE

Conforming, Existing

RECOMMENDATION

Approval

IOTB, LLC

DBA: Guac-N-Roll

Map/Lot: 0024-0015

Victualers/Liquor/Special Amusement

Joseph Lipton

P.O. Box 700

York Beach, ME 03910

FACILITY

Restaurant - 99 Seats

ZONE

YBVC

USE

Conforming, Existing

RECOMMENDATION

Approval

Zhiqiang He
DBA: Panda and Sakura
Victualers/Liquor

Map/Lot: 0024-0010

Zhiqiang He
P.O. Box 833
York Beach, ME 03910

FACILITY	Restaurant - 50 Seats
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

IOTB, LLC
DBA: STONESTHROW
Victualers/Liquor/Special Amusement/Bed and
Breakfast

Map/Lot: 0031-0097-0012

Joseph Lipton
P.O. Box 700
York Beach, ME 03910

FACILITY	Restaurant/Bed & Breakfast - 50 Seats/8 Rooms
ZONE	RES - 7
USE	Conforming, Existing
RECOMMENDATION	Approval

William Burnham
DBA: Surfside
Victualers/Liquor

Map/Lot: 0024-0047-A

William Burnham
59 Stark Avenue
Dover, NH 03820

FACILITY	Restaurant - 81 Seats
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

Agnes & John E. Biagioni
DBA: The Candy Corner, Inc.
Victualers

Map/Lot: 0024-0018

Agnes & John E. Biagioni
P.O. Box 731
York Beach, ME 03910

FACILITY	Food Prep/Wholesale/Retail
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

The Goldenrod
DBA: The Goldenrod
Victualers

Map/Lot: 0024-0048

The Goldenrod
P.O. Box 1140
York Beach, ME 03910

FACILITY	Restaurant - 135 Seats
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

Carolyn Garrett
DBA: The Ice Cream House
Victualers

Map/Lot: 0015-0017

Carolyn Garrett
20 Old Post Road
York, ME 03909

FACILITY	Ice Cream Shop - 4 Seats
ZONE	RT 1 - 5
USE	Conforming, Existing
RECOMMENDATION	Approval

Martha Danilovicz
DBA: Wicked Good Ice Cream
Victualers

Map/Lot: 0023-0008

Martha Danilovicz
P.O. Box 205
York Beach, ME 03910

FACILITY	Take-Out Ice Cream
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

William Burnham
DBA: York Beach Bowling Alley
Victualers/Coin-OP Amusement/Bowling Alley

Map/Lot: 0024-0046

William Burnham
59 Stark Avenue
Dover, NH 03820

FACILITY	Bowling Alley w/Take Out
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

Sandra Wilson
DBA: York Restaurant
Victualers

Map/Lot: 0023-0006

Sandra Wilson
P.O. Box 297
York Beach, ME 03910

FACILITY	Restaurant - 18 Seats
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

\$105



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

Business Name Wiggly BRIDGE Distillery
Business Location 19 RAILROAD AVE
YORK ME 03909
Telephone Number 207-363-9322

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing		
Fire	3/19/14	Bridges
Tax Collector	3/19/14	szeniaowski

OWNER'S Name and Mailing Address Wiggly Bridge Distilleries, LLC
19 RAILROAD AVE
YORK ME 03909

APPLICANT'S Name and Mailing Address Wiggly Bridge Distilleries, LLC
19 RAILROAD AVE
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: 0023 / 0001 YBVC
 License Year: 2013
 No. Of Seats: 14
 No. Of Parking Spaces: N/A
 New License (One Time \$30 Fee): YES NO
 License Renewal: YES NO
 Bed and Breakfast License: # of Rooms N/A
 Hotel/Motel with Cooking Facilities: # of Rooms N/A
 Is Your Establishment Closed for More Than 120 Consecutive Days? YES NO

REQUESTING THE FOLLOWING LICENSES:
 \$25.00 Victualers
 \$25.00 Liquor
 \$25.00 Special Amusement
 \$25.00 Bottle Club
 \$25.00 Theater
 \$25.00 Dance Hall
 Coin-OP Amusement (\$75 each or \$250 for 3 or more)
 Nature of Entertainment (If Applicable): N/A
 Bed and Breakfast (\$10 Per Room): Total N/A
 Hotel/Motel with Cooking Facilities (\$25 Per Every 10 Rooms): Total N/A

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.

3-28-13
Date

[Signature]
Applicant's Signature MANAGER DANIEL C. WOODS

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] MANAGER

Business Manager Signature (If Applicable) _____

Date _____ Town Manager for the Board of Selectmen _____

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

AMT. RECD. \$105.00 RECEIPT NO. 201 RECEIPT DATE 4-3-13 MI PM MM MS 8
+ \$25.00 #15768 2/26/14 mmf

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Wednesday, March 19, 2014 11:53 AM
To: Melissa M. Avery
Subject: RE: New Business License: Wiggly Bridge Distillery

Current on taxes

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Wednesday, March 19, 2014 11:52 AM
To: Kathryn A. Newell; Stephen H. Burns; Amber Harrison; David K. Bridges; Mary-Anne Szeniaowski
Cc: Robert G. Yandow
Subject: FW: New Business License: Wiggly Bridge Distillery

I just want to make sure everyone has done their inspections and has approvals (with or without conditions) for Wiggly Bridge Distillery, as they are on the agenda for a Public Hearing and also to approve their Victualers and Liquor Licenses. Please email me back and let me know either way.

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, February 26, 2014 10:07 AM
To: Kathryn A. Newell; Mary-Anne Szeniaowski; David K. Bridges
Cc: Stephen H. Burns; Robert G. Yandow
Subject: New Business License: Wiggly Bridge Distillery

Attached is the Business License Application for the Wiggly Bridge Distillery, located at 19 Railroad Avenue. Kathy has completed and passed their Code inspection, I just wanted to check and see if there were any issues before it goes to the Selectmen for approval.

Missy

Melissa M. Avery

Melissa M. Avery

From: David K. Bridges
Sent: Wednesday, March 19, 2014 12:49 PM
To: Melissa M. Avery
Cc: Kathryn A. Newell; Stephen H. Burns; Amber Harrison; Mary-Anne Szeniawski; Robert G. Yandow
Subject: Re: New Business License: Wiggly Bridge Distillery

Beach Fire has no problem with this license.

Sent from my iPhone. Dave

On Mar 19, 2014, at 11:51 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

I just want to make sure everyone has done their inspections and has approvals (with or without conditions) for Wiggly Bridge Distillery, as they are on the agenda for a Public Hearing and also to approve their Victualers and Liquor Licenses. Please email me back and let me know either way.

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, February 26, 2014 10:07 AM
To: Kathryn A. Newell; Mary-Anne Szeniawski; David K. Bridges
Cc: Stephen H. Burns; Robert G. Yandow
Subject: New Business License: Wiggly Bridge Distillery

Attached is the Business License Application for the Wiggly Bridge Distillery, located at 19 Railroad Avenue. Kathy has completed and passed their Code inspection, I just wanted to check and see if there were any issues before it goes to the Selectmen for approval.

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: Amber Harrison
Sent: Wednesday, March 19, 2014 1:10 PM
To: Melissa M. Avery
Cc: Kathryn A. Newell; Stephen H. Burns; David K. Bridges; Mary-Anne Szeniaewski; Robert G. Yandow
Subject: Re: New Business License: Wiggly Bridge Distillery

Code has no lingering issues (see recent memo to be given to selectmen which states conditional approval). Let me know if you have any questions.

Thanks,
Amber

Sent from my iPhone

On Mar 19, 2014, at 11:51 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

I just want to make sure everyone has done their inspections and has approvals (with or without conditions) for Wiggly Bridge Distillery, as they are on the agenda for a Public Hearing and also to approve their Victualers and Liquor Licenses. Please email me back and let me know either way.

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, February 26, 2014 10:07 AM
To: Kathryn A. Newell; Mary-Anne Szeniaewski; David K. Bridges
Cc: Stephen H. Burns; Robert G. Yandow
Subject: New Business License: Wiggly Bridge Distillery

Attached is the Business License Application for the Wiggly Bridge Distillery, located at 19 Railroad Avenue. Kathy has completed and passed their Code inspection, I just wanted to check and see if there were any issues before it goes to the Selectmen for approval.

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.



Town of York

186 York Street
York, Maine 03909-1314

MEMO

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

TO: Community Development Staff

CC: Robert Yandow, Town Manager; Board of Selectmen

FROM: Amber L. Harrison, CEO

DATE: March 5, 2014

RE: 19 Railroad Avenue (Map 23 Lot 1)

The purpose of this memo is to evaluate the status of current permits, licenses and permitted uses at 19 Railroad Avenue (M23 L1). Likewise, I wish to detail any remedial action necessary to attain compliance or conditions to be placed upon the approval of certain permits and/or licenses.

On December 14, 2012, a combination Building/Use permit was issued to the property owner David Woods (owner of Wiggly Bridge Distilleries, LLC.). The Use permit was issued for a retail shop along with an accessory use of cooking grain products for a future use (distillery). The Building permit was to reinforce the floor and other minor remodeling. Various other permits were obtained by David Woods including a plumbing permit, a discharge permit (York Sewer Department), a State Liquor permit, a State Resale and Retail Certificate, as well as a basic permit for the distilled spirits from the Department of the Treasury, Alcohol and Tobacco Tax and Trade Bureau. Written approval from the York Water District, State Fire Marshall's Office and the York Beach Fire Chief were obtained. Currently, all Municipal Building, Use and plumbing permits have been satisfactorily signed off by the Code Enforcement Department. The York Victualers/Liquor license application was signed off by Code Enforcement on February 26, 2014, and is to be submitted to the Board of Selectman for a public hearing.

To ensure distilling remains an accessory use at this property, submittal of financial records from a CPA will be required on a yearly basis (congruent with the yearly Victualers/Liquor license application and approval). This condition is



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

placed upon the property in order to prove retail sales remain the primary use and sales from distilling are reflected as a secondary use.

At this time it appears all municipal, state and federal permits have been approved and therefore it is my recommendation to the Board of Selectman that David Wood's Victualers/Liquor license be approved with the aforementioned condition (CPA submittal of records for primary and secondary uses). If you have any other concerns or questions please contact the Code Enforcement Office at 363-1002.

Amber L. Harrison

Code Enforcement Officer

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



Business Name Cigi's Italian Food + Drink
 Business Location 2 Beach St. Unit 7a York Beach, ME

Telephone Number 207-351-8147

OWNER'S Name and Mailing Address James James, LLC
One Middle St Sunk 1
Portsmouth, NH 03801

APPLICANT'S Name and Mailing Address James Woodhuse
43 Depot Rd
Stratford, NH 03885

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	5/1/14	szeniausk

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>0024-0044</u> License Year: <u>2014</u> No. Of Seats: <u>150</u> No. Of Parking Spaces: <u>30</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 <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input checked="" type="checkbox"/> \$25.00 Liquor <input checked="" 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): _____ <input type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total _____ <input type="checkbox"/> 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.

5/1/14
Date

James Woodhuse
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 James Woodhuse

Business Manager Signature (If Applicable) _____

Date

Town Manager for the Board of Selectmen

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

AMT. RECD. \$125.00 RECEIPT NO. #192 RECEIPT DATE 5/1/14 MI PM MM MS
mma

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
164 STATE HOUSE STATION
AUGUSTA, ME 04333-0164**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.
To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 05.29.2014

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>James Woodhouse</u> DOB: <u>10.14.79</u>			2. Business Name (D/B/A) <u>James James, LLC</u>		
<u>James McSherry</u> DOB: <u>01.24.67</u>			DBA: <u>Gigi's</u>		
DOB: _____			Location (Street Address) <u>2 Beach Street, Unit 7</u>		
Address <u>1 Middle Street</u>			City/Town <u>York Beach</u> State <u>ME</u> Zip Code <u>03910</u>		
<u>Suite 1</u>			Mailing Address <u>1 Middle Street, Suite 1</u>		
City/Town <u>Portsmouth</u> State <u>NH</u> Zip Code <u>03801</u>		City/Town <u>Portsmouth</u> State <u>NH</u> Zip Code <u>03801</u>			
Telephone Number <u>603-766-3474</u> Fax Number <u>603-766-0009</u>		Business Telephone Number <u>603-957-0888</u> Fax Number _____			
Federal I.D. # <u>46-2619729</u>			Seller Certificate # <u>1162459</u>		

3. If premises is a hotel, indicate number of rooms available for transient guests: _____
4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 117,132 LIQUOR \$ 10,250
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES NO

7. If manager is to be employed, give name: Ryan Joyce & James Woodhouse

8. If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: _____

9. Business records are located at: 1 Middle Street, Suite 1, Portsmouth, NH 03801

RECEIVED

APR 14 2014

BABLO
LIQUOR LICENSING & ENFORCEMENT

10. Is/are applicants(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
James Woodhouse	10.14.1979	Nashua, NH
James McSharry	01.24.1967	Norwalk, CT

Residence address on all of the above for previous 5 years (Limit answer to city & state)

James Woodhouse - Stratham, NH

James McSharry - Portsmouth, NH

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO Currently hold license for this establishment

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) This is a seasonal restaurant; full table service and bar

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2.3 miles Which of the above is nearest? York High School

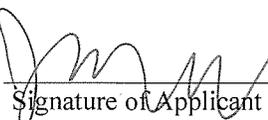
20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: mortgage with Optima Savings Bank, Portsmouth, NH

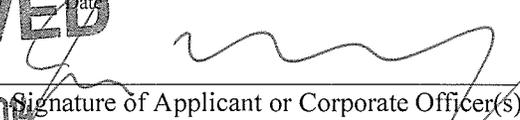
The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Portsmouth, NH on April 2, 2014


Signature of Applicant or Corporate Officer(s)
James Woodhouse
Print Name

RECEIVED
Please sign in blue ink
APR 14 2014


Signature of Applicant or Corporate Officer(s)
James McSharry
Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

- Class I Spirituous, Vinous and Malt \$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants: Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only) \$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.
Class II Spirituous Only \$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.
Class III Vinous Only \$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.
Class IV Malt Liquor Only \$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) \$ 495.00
CLASS V: Clubs without catering privileges.
Class X Spirituous, Vinous and Malt – Class A Lounge \$2,200.00
CLASS X: Class A Lounge
Class XI Spirituous, Vinous and Malt – Restaurant Lounge \$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.

FILING FEE..... \$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164. Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

RECEIVED

APR 14 2014

BABLO LIQUOR LICENSING & ENFORCEMENT

STATE OF MAINE

Dated at: _____, Maine _____ SS

City/Town

(County)

On: _____

Date

The undersigned being: _____ Municipal Officers _____ County Commissioners _____ of the
_____ City _____ Town _____ Plantation _____ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c589, §1 (amd).]

2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c45, Pt.A§4 (new).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]

C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]

E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]

[1993, c730, §27 (amd).]

3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. [1993, c.730, §27 (rp).]

4. **No license to person who moved to obtain a license. (REPEALED)**

5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

RECEIVED

APR 14 2014

**BABLO
LIQUOR LICENSING & ENFORCEMENT**

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Thursday, May 01, 2014 4:12 PM
To: Melissa M. Avery
Subject: RE: Business License: GiGi's

current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Thursday, May 01, 2014 1:51 PM
To: Mary-Anne Szeniaowski; David K. Bridges
Subject: Business License: GiGi's

Attached is a Business License Application for GiGi's, located at 2 Beach Street Unit 7A (0024-0044).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name GUAC-N-ROLL
 Business Location 6 RAILROAD AVE
YORK BEACH ME 03910
 Telephone Number 207-361-4822

OWNER'S Name and Mailing Address IOTB, LLC
PO BOX 700
YORK BEACH ME 03910

APPLICANT'S Name and Mailing Address JOSEPH LIPTON
PO BOX 700
YORK BEACH ME 03910

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing	7/2/14	KWJ
Fire		
Tax Collector	5/2/14	Szeniaowski

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>0024/0015 YBVC</u> License Year: <u>2014</u> No. Of Seats: <u>99</u> No. Of Parking Spaces: <u>0 NA</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 <u>0</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>0</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input checked="" type="checkbox"/> \$25.00 Liquor <input checked="" 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): <u>RESTAURANT</u> 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.

4-7-14
 Date

[Signature]
 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 [Signature]
 Date _____

Business Manager Signature (If Applicable) _____

 Town Manager for the Board of Selectmen

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

AMT. RECD. \$125.00 RECEIPT NO. #4754 RECEIPT DATE 5/2/14 MI PM MM MS
mma

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
164 STATE HOUSE STATION
AUGUSTA, ME 04333-0164**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

RESTAURANT (Class I,II,III,IV)

HOTEL-OPTINONAL FOOD (Class I-A)

CLASS A LOUNGE (Class X)

CLUB (Class V)

TAVERN (Class IV)

RESTAURANT/LOUNGE (Class XI)

HOTEL (Class I,II,III,IV)

CLUB-ON PREMISE CATERING (Class I)

GOLF CLUB (Class I,II,III,IV)

OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>JOSEPH LIPTON</u> DOB: <u>9-2-72</u>			2. Business Name (D/B/A) <u>GUAC-N-ROLL</u>		
DOB:					
DOB:			Location (Street Address) <u>6 RAILROAD AVE</u>		
Address <u>PO BOX 700</u>			City/Town <u>YORK BEACH</u> State <u>ME</u> Zip Code <u>03910</u>		
			Mailing Address <u>PO BOX 700</u>		
City/Town <u>YORK BEACH</u> State <u>ME</u> Zip Code <u>03910</u>		City/Town <u>YORK BEACH</u> State <u>ME</u> Zip Code <u>03910</u>			
Telephone Number <u>207-361-4822</u> Fax Number <u>207-363-7452</u>		Business Telephone Number <u>207-361-4822</u> Fax Number <u>207-363-7452</u>			
Federal I.D. # <u>81-0639881</u>			Seller Certificate # <u>1144570</u>		

3. If premises is a hotel, indicate number of rooms available for transient guests: _____
4. State amount of gross income from period of last license: ROOMS \$ FOOD \$ 467,304.41 LIQUOR \$ 247,600.82
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES NO

7. If manager is to be employed, give name: JOSEPH LIPTON

8. If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: _____

9. Business records are located at: 7 OCEAN AVE YORK BEACH ME 03910

10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
JOSEPH LIPTON	9-2-72	BROOKLYN NY
CHRISTOPHER CRANE	7-24-46	LANGWITH UK

Residence address on all of the above for previous 5 years (Limit answer to city & state)

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____
KEARSARGE ACQUISITION COMPANY PO BOX 2098 YORK BEACH ME

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) _____
RESTAURANT SPACE

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES NO Applied for: _____

19. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2.25 MILE Which of the above is nearest? CHURCH

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: YORK BEACH ME on 4-7-2014, 20 14
Town/City, State Date

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

Class I	Spirituos, Vinous and Malt	\$ 900.00
	CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A	Spirituos, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
	CLASS I-A: Hotels only that do not serve three meals a day.	
Class II	Spirituos Only	\$ 550.00
	CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III	Vinous Only	\$ 220.00
	CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV	Malt Liquor Only	\$ 220.00
	CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
	CLASS V: Clubs without catering privileges.	
Class X	Spirituos, Vinous and Malt – Class A Lounge	\$2,200.00
	CLASS X: Class A Lounge	
Class XI	Spirituos, Vinous and Malt – Restaurant Lounge	\$1,500.00
	CLASS XI: Restaurant/Lounge; and OTB.	
FILING FEE		\$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE

Dated at: _____, Maine _____ SS
City/Town (County)

On: _____

Date

The undersigned being: ف Municipal Officers ف County Commissioners of the
ف City ف Town ف Plantation ف Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c.589, §1 (amd).]
2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c.45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592,§3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).][1993, c.730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
4. **No license to person who moved to obtain a license. (REPEALED)**
5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

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

SUPPLEMENTARY QUESTIONNAIRE FOR CORPORATE APPLICANTS, LIMITED LIABILITY COMPANIES AND LIMITED PARTNERSHIPS

1. Exact Corporate Name: IOTB LLC
Business D/B/A Name: GUAC - W-ROLL
2. Date of Incorporation: 01/01/2003
3. State in which you are incorporated: MAINE
4. If not a Maine Corporation, date corporation was authorized to transact business within the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list percent of stock owned:

Name	Address Previous 5 Years	Birth Date	% of Stock	Title
JOSEPH LIPTON 21 MAIN ST	YORK BEACH, ME	09/02/72	50	GM
CHRISTOPHER CRANE 11 Cragmore Way	CAPE MEDDIE	07/24/68	50	OWNER
JOSEPH LIPTON 21 MAIN ST	YORK BEACH, ME	09/02/72	50	GM
CHRISTOPHER CRANE 11 Cragmore Way	CAPE MEDDIE	07/24/68	50	OWNER

6. What is the amount of authorized stock? 100% Outstanding Stock? 0
7. Is any principal officer of the corporation a law enforcement official? () YES NO
8. Has applicant(s) or manager ever been convicted of any violation of the law, other than a minor traffic violation(s), of the United States? () YES NO
9. If yes, please complete the following: Name: _____

Date of Conviction: _____ Offense: _____

Location: _____ Disposition: _____

Dated at: _____ City/Town On: _____ Date

Signature of Duly Authorized Officer: [Signature] Date: _____

Print Name of Duly Authorized Officer: JOSEPH LIPTON

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

SUPPLEMENTARY QUESTIONNAIRE FOR CLUB APPLICANTS

1. Exact Club Name: _____

2. Title, name, birth date and telephone number of each principal officer of the club:

Title	Name	Birth Date	Telephone #

3. Date Club was incorporated: _____

4. Purpose of Club: () Social () Recreational () Patriotic () Fraternal

5. Date regular meetings are held: _____

6. Date of election of Club Officers: _____

7. Date elected officers are installed: _____

8. Total Membership: _____ Annual Dues: _____ Payable When: _____

9. Does the Club cater to the public or to groups of non-members on the premises? () YES () NO

10. Excluding salaries, will any person other than the Club, receive any of the financial profits from the sale of liquor?

() YES () NO

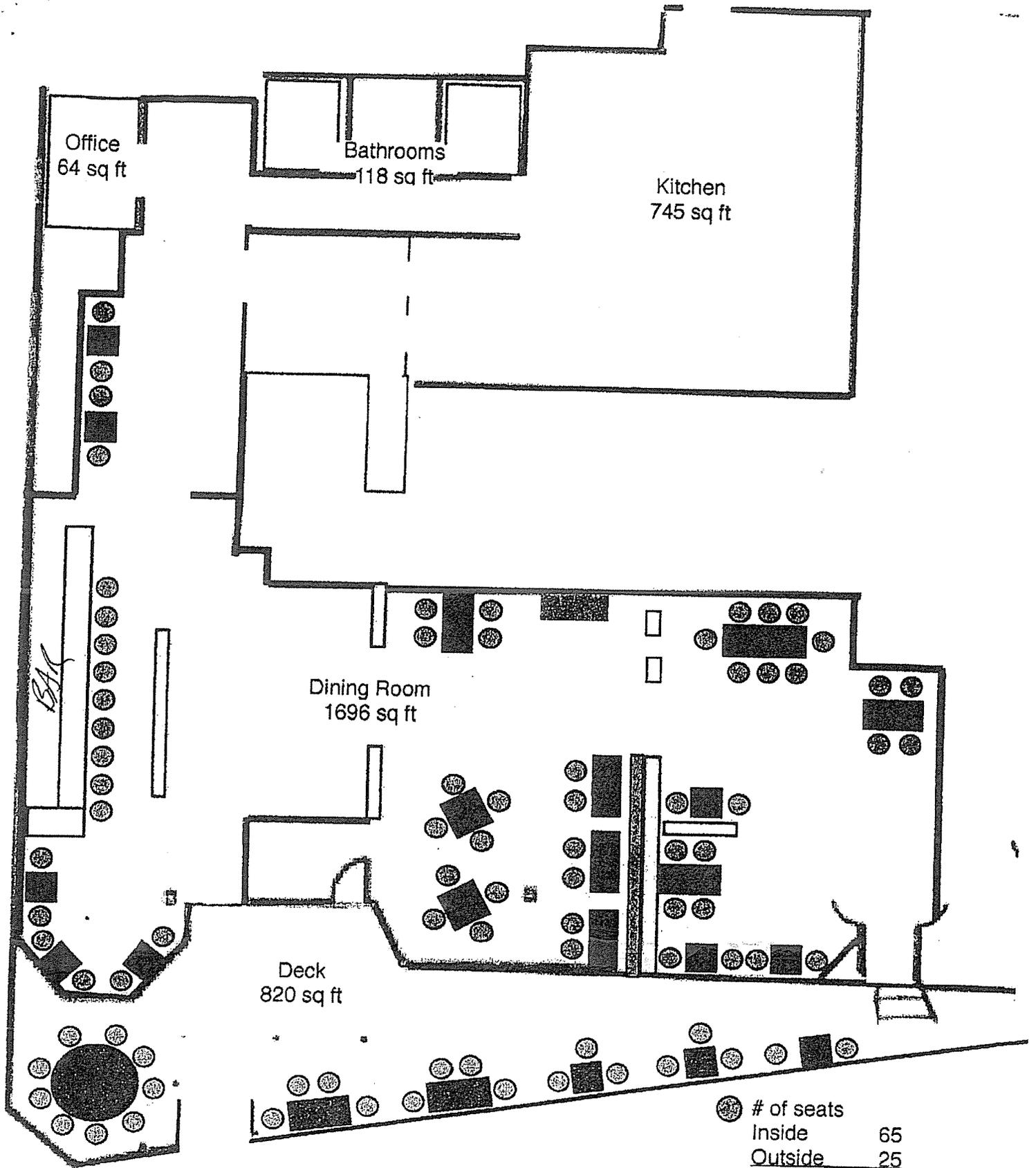
11. If a manager or steward is employed, complete the following:

Name: _____ Date of Birth: _____

Signature and Title of Club Officer

Print Name and Title of Club Officer

PREMISE DIAGRAM



Can add up to
9 more

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Friday, May 02, 2014 4:10 PM
To: Melissa M. Avery
Subject: RE: Business License: Guac-N-Roll

current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Friday, May 02, 2014 2:57 PM
To: Mary-Anne Szeniaowski; David K. Bridges
Subject: Business License: Guac-N-Roll

Attached is the Business License Application for Guac-N-Roll, located at 6 Railroad Avenue (0024-0015).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name Panda & Sakura
 Business Location 9 Ocean Ave
York Beach ME 03909
 Telephone Number 207-363-8808

OWNER'S Name and Mailing Address ZHIQIANG HE
P.O. Box 833
York Beach ME 03910

APPLICANT'S Name and Mailing Address ZHIQIANG HE
P.O. Box 833
York Beach ME 03910

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	30 APRIL 14	K.W. WOOD
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/1/14	Szeniausk

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>0024-0010</u> License Year: <u>2014</u> No. Of Seats: <u>50</u> No. Of Parking Spaces: _____ 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 <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input checked="" type="checkbox"/> \$25.00 Liquor _____ \$25.00 Special Amusement _____ \$25.00 Bottle Club _____ \$25.00 Theater _____ \$25.00 Dance Hall _____ 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 3-27-2014 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 _____ Business Manager Signature (If Applicable) _____

Date _____ Town Manager for the Board of Selectmen _____

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

AMT. RECD. \$100.00 RECEIPT NO. #225A RECEIPT DATE 4/1/14 MI PM MM MS
 mma

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Tuesday, April 01, 2014 12:42 PM
To: Melissa M. Avery
Subject: RE: Business License: Panda and Sakura

Current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Tuesday, April 01, 2014 10:14 AM
To: Mary-Anne Szeniaowski; David K. Bridges; David Apgar
Subject: Business License: Panda and Sakura

Attached is the Business License Application for Panda and Sakura, located at 9 Ocean Avenue (0024-0010).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name STONESTHROW
 Business Location 123 LONG BEACH AVE
YORK BEACH ME 03909
 Telephone Number _____

OWNER'S Name and Mailing Address JOTB, LLC
PO BOX 700
YORK BEACH ME 03910

APPLICANT'S Name and Mailing Address JOSEPH LIPTON
PO BOX 700
YORK BEACH ME 03910

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	5/2/14	Szeniauskis

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>31-97</u> License Year: <u>2014</u> No. Of Seats: <u>50 INDOOR</u> No. Of Parking Spaces: <u>15</u> New License (One Time \$30 Fee): <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO License Renewal: YES <input type="checkbox"/> <input checked="" type="checkbox"/> NO Bed and Breakfast License: # of Rooms <u>8</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> 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 checked="" type="checkbox"/> \$25.00 Liquor <input checked="" 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): <input checked="" type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total <u>\$80</u> <input type="checkbox"/> Hotel/Motel with Cooking Facilities (\$25 Per Every 10 Rooms): Total _____
--	--

+ \$30 NEW LICENSE

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.

5/2/2014
Date

[Signature]
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 [Signature]

Business Manager Signature (If Applicable) _____

Date

Town Manager for the Board of Selectmen

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

AMT. RECD. \$235.00 RECEIPT NO. #4755 RECEIPT DATE 5/2/14 MI PM MM MS

mma

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
164 STATE HOUSE STATION
AUGUSTA, ME 04333-0164**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.

To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

RESTAURANT (Class I,II,III,IV)

HOTEL-OPTINONAL FOOD (Class I-A)

CLASS A LOUNGE (Class X)

CLUB (Class V)

TAVERN (Class IV)

RESTAURANT/LOUNGE (Class XI)

HOTEL (Class I,II,III,IV)

CLUB-ON PREMISE CATERING (Class I)

GOLF CLUB (Class I,II,III,IV)

OTHER: CLASS V B&B

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.)			2. Business Name (D/B/A)		
JOSEPH LIPTON			STONESTHROW		
DOB: 9-2-72					
DOB:					
DOB:			Location (Street Address)		
			123 LONG BEACH AVE		
Address PO BOX 700			City/Town YORK		State ME
					Zip Code 03909
			Mailing Address		
			PO BOX 700		
City/Town YORK BEACH		State ME	City/Town YORK BEACH		State ME
Zip Code 03910			Zip Code 03910		
Telephone Number 207-361-3116		Fax Number 207-363-7452	Business Telephone Number 207-361-3116		Fax Number 207-363-7452
Federal I.D. # 81-0639881			Seller Certificate # 1167150		

3. If premises is a hotel, indicate number of rooms available for transient guests: _____

4. State amount of gross income from period of last license: ROOMS \$171,451 FOOD \$316,258 LIQUOR \$232,552

5. Is applicant a corporation, limited liability company or limited partnership? YES NO

If YES, complete Supplementary Questionnaire

6. Do you permit dancing or entertainment on the licensed premises? YES NO

7. If manager is to be employed, give name: JOSEPH LIPTON

8. If business is NEW or under new ownership, indicate starting date: 5-14-2014

Requested inspection date: _____ Business hours: _____

9. Business records are located at: 123 LONG BEACH AVE YORK ME 03909

10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married: Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
JOSEPH LIDTON	9-2-72	BROOKLYN NY
CHRISTOPHER CRANE	7-24-46	LANGWITTH UK

Residence address on all of the above for previous 5 years (Limit answer to city & state)
21 MAIN ST. YORK ME 03909

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued? Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: 123 LONG BEACH AVE LLC PO BOX 700 YORK BEACH ME 03910

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) ALL COMMON AREAS, INCLUDING ROOMS AND BALCONIES (8)

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1 MILE Which of the above is nearest? CHURCH

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: YORK BEACH ME on 4-7, 20 14
Town/City, State Date

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

Class I	Spirituos, Vinous and Malt	\$ 900.00
	CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A	Spirituos, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
	CLASS I-A: Hotels only that do not serve three meals a day.	
Class II	Spirituos Only	\$ 550.00
	CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III	Vinous Only	\$ 220.00
	CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV	Malt Liquor Only	\$ 220.00
	CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
	CLASS V: Clubs without catering privileges.	
Class X	Spirituos, Vinous and Malt – Class A Lounge	\$2,200.00
	CLASS X: Class A Lounge	
Class XI	Spirituos, Vinous and Malt – Restaurant Lounge	\$1,500.00
	CLASS XI: Restaurant/Lounge; and OTB.	

FILING FEE..... \$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE

Dated at: _____, Maine _____ ss
City/Town (County)

On: _____

Date

The undersigned being: ڤ Municipal Officers ڤ County Commissioners of the
ڤ City ڤ Town ڤ Plantation ڤ Unincorporated Place of: _____, Maine

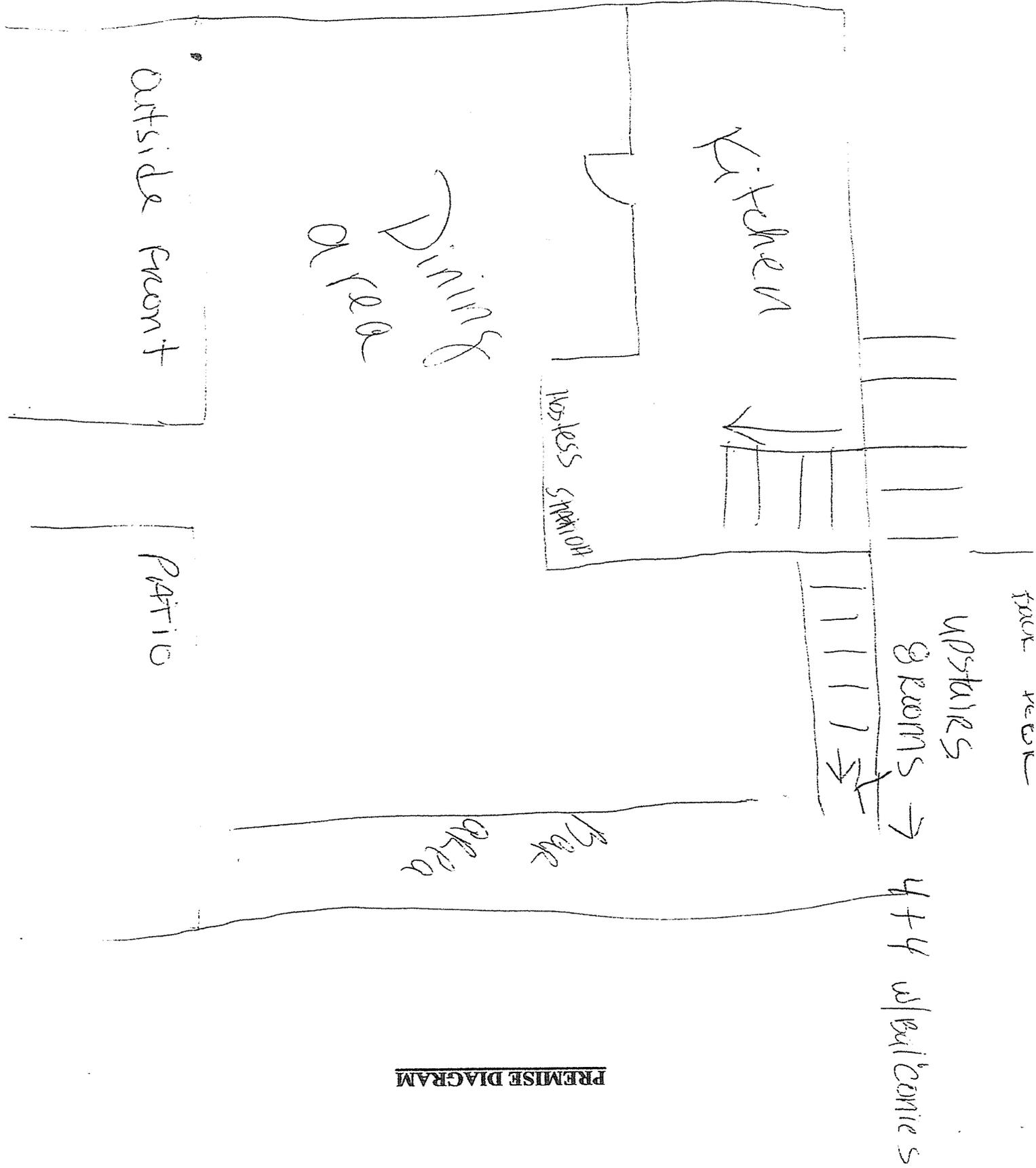
Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and herby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

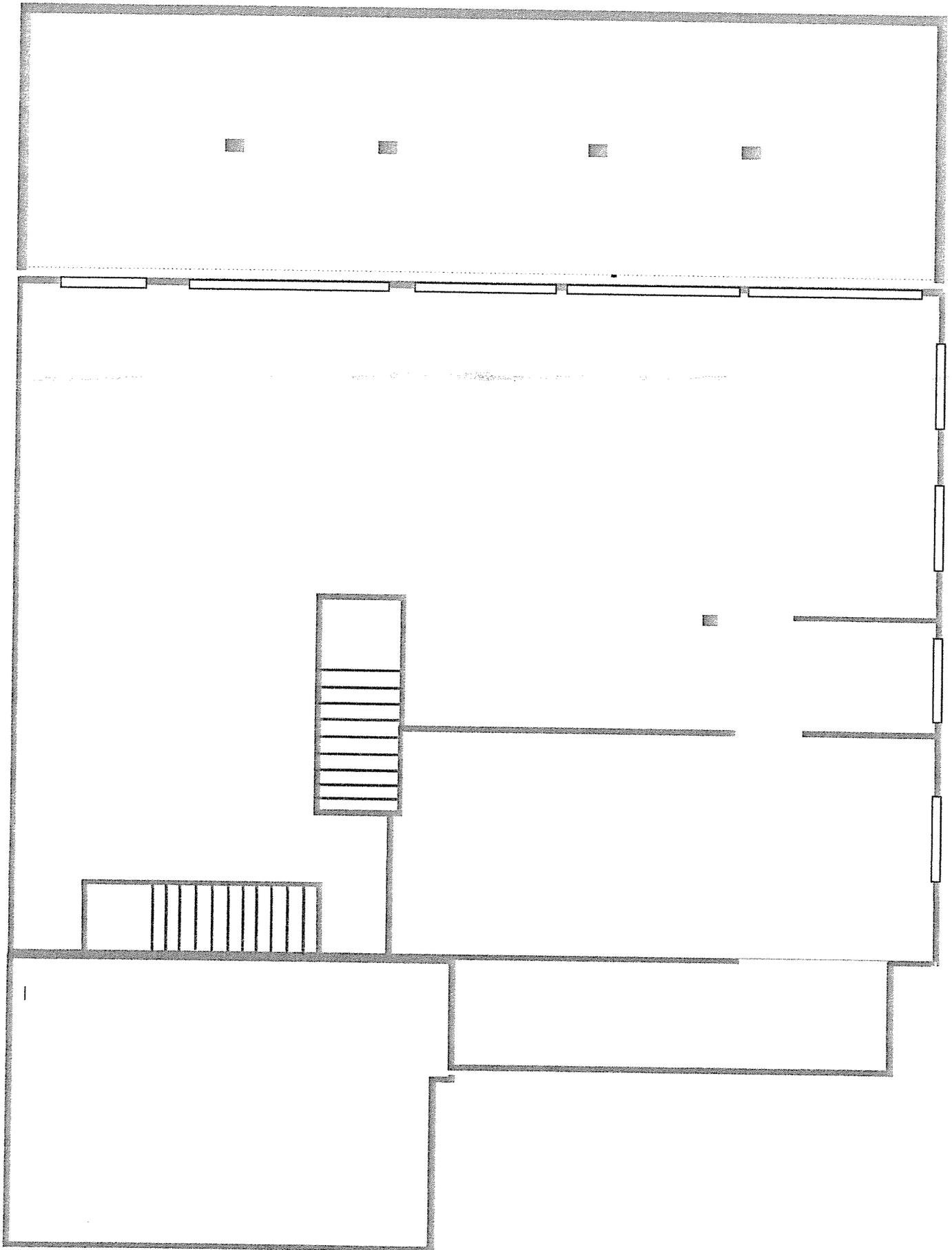
§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant’s prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c589, §1 (amd).]
 2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592,§3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
 4. **No license to person who moved to obtain a license. (REPEALED)**
 5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.
- An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant’s license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.



PREMISE DIAGRAM

2/27/14 AZH



Melissa M. Avery

From: Mary-Anne Szeniaewski
Sent: Friday, May 02, 2014 4:10 PM
To: Melissa M. Avery
Subject: RE: NEW Business License: Stonesthrow

New, no taxes owed

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: Melissa M. Avery
Sent: Friday, May 02, 2014 2:58 PM
To: Mary-Anne Szeniaewski; David K. Bridges
Subject: NEW Business License: Stonesthrow

Attached is a new Business License Application for Stonesthrow, located at 123 Long Beach Avenue (0031-0097).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name SURFSIDE
 Business Location 1 MAINE ST / SHORT SANDS
YORK BEACH ME 03910
 Telephone Number 207-368-3882

OWNER'S Name and Mailing Address William H BURNHAM
59 CORNH AVENUE
DOVER NH 03820

APPLICANT'S Name and Mailing Address Surfside Above

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	5/1/14	szeniaowski

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>24-47A</u> License Year: <u>2014-2015</u> No. Of Seats: <u>81</u> No. Of Parking Spaces: <u>6</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 <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REQUESTING THE FOLLOWING LICENSES: <input checked="" type="checkbox"/> \$25.00 Victualers <input checked="" 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): _____ <input type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total _____ <input type="checkbox"/> 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 4/30/14

Applicant's Signature William H Burnham

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 William H Burnham

Business Manager Signature (If Applicable) _____

Date _____

Town Manager for the Board of Selectmen _____

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

AMT. RECD. \$100.00 RECEIPT NO. #2014 RECEIPT DATE 5/1/14 MI PM MM MS
MMMA

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
164 STATE HOUSE STATION
AUGUSTA, ME 04333-0164**



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded.
To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 6/27/14

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.) <u>William M Burnham DOB: 4/1/42</u>			2. Business Name (D/B/A) <u>SUNFSIDE</u>		
DOB:			DOB:		
Address <u>59 STATE AVE</u>			Location (Street Address) <u>1 MAIN STREET / SHOUT SANDS</u>		
City/Town <u>DOVER</u> State <u>NH</u> Zip Code <u>03820</u>			City/Town <u>York Beach</u> State <u>ME</u> Zip Code <u>03910</u>		
Telephone Number <u>603-742-2935</u> Fax Number _____			Mailing Address <u>PO Box 1089</u>		
Federal I.D. # <u>01-0287016</u>			City/Town <u>YORK BEACH</u> State <u>ME</u> Zip Code <u>03910</u>		
			Business Telephone Number <u>707-263-3882</u> Fax Number _____		
			Seller Certificate # <u>0151810</u>		

- If premises is a hotel, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 200.00 ALIQUOR \$ _____
- Is applicant a corporation, limited liability company or limited partnership? YES NO
- If YES, complete Supplementary Questionnaire
- Do you permit dancing or entertainment on the licensed premises? YES NO
- If manager is to be employed, give name: _____
- If business is NEW or under new ownership, indicate starting date: _____
Requested inspection date: _____ Business hours: _____
- Business records are located at: York Beach

10. Is/are applicants(s) citizens of the United States? YES NO
11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
William H Burnham	4/1/42	Tower NH

Residence address on all of the above for previous 5 years (Limit answer to city & state)

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
 Offense: _____ Location: _____
 Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) SUMMIT

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES NO Applied for: _____

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1/4 mi, 1/2 Which of the above is nearest? Church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: _____ on _____, 20____
Town/City, State Date

William H Burnham
 Signature of Applicant or Corporate Officer(s)

Please sign in blue ink

 Signature of Applicant or Corporate Officer(s)

William H Burnham
 Print Name

 Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

Class I	Spirituos, Vinous and Malt	\$ 900.00
	CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A	Spirituos, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
	CLASS I-A: Hotels only that do not serve three meals a day.	
Class II	Spirituos Only	\$ 550.00
	CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III	Vinous Only	\$ 220.00
	CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV	Malt Liquor Only	\$ 220.00
	CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
	CLASS V: Clubs without catering privileges.	
Class X	Spirituos, Vinous and Malt – Class A Lounge	\$2,200.00
	CLASS X: Class A Lounge	
Class XI	Spirituos, Vinous and Malt – Restaurant Lounge	\$1,500.00
	CLASS XI: Restaurant/Lounge; and OTB.	
FILING FEE		\$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE

Dated at: _____, Maine _____ SS
City/Town (County)

On: _____

Date

The undersigned being: _____ Municipal Officers _____ County Commissioners _____ of the
_____ City _____ Town _____ Plantation _____ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c589, §1 (amd).]
 2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592,§3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all license requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
 4. **No license to person who moved to obtain a license. (REPEALED)**
 5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.
- An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Melissa M. Avery

From: Mary-Anne Szeniaewski
Sent: Thursday, May 01, 2014 4:10 PM
To: Melissa M. Avery
Subject: RE: Business License: Surfside

current

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: Melissa M. Avery
Sent: Thursday, May 01, 2014 1:49 PM
To: Mary-Anne Szeniaewski; David K. Bridges
Subject: Business License: Surfside

Attached is a Business License Application for Surfside, located at 1 Main Street (0024-0041-A)

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name The Candy Corner, Inc.
 Business Location 14 Railroad Ave.
York Beach, ME 03910
 Telephone Number 207-363-6480

OWNER'S Name and Mailing Address Agnes & John E. Biagioni
P.O. Box 731
York Beach, ME 03910

APPLICANT'S Name and Mailing Address (above)

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	30 APRIL 14	KWA/WM
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/22/14	Szeniewski

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>0024-0018</u> License Year: <u>2014</u> No. Of Seats: _____ No. Of Parking Spaces: <u>18</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 <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input 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): _____ <input type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total _____ <input type="checkbox"/> 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.

04-12-14
Date

John E Biagioni
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 John E Biagioni

Business Manager Signature (If Applicable) _____

Date _____ Town Manager for the Board of Selectmen

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

AMT. RECD. \$75.00 RECEIPT NO. #6085 RECEIPT DATE 4/22/14 MI PM MM MS
MMB

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Tuesday, April 22, 2014 12:08 PM
To: Melissa M. Avery
Subject: RE: Business License: The Candy Corner

Current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Tuesday, April 22, 2014 11:55 AM
To: Mary-Anne Szeniaowski; David K. Bridges
Subject: Business License: The Candy Corner

Attached is the Business License Application for the Candy Corner, located at 14 Railroad Avenue (0024-0018).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name THE GOLDEN ROAD
 Business Location 2 RAILROAD AVE
YORK BEACH, ME 03910
 Telephone Number 207.363.2621

OWNER'S Name and Mailing Address THE GOLDEN ROAD
PO BOX 1140
YORK BEACH, ME 03910

APPLICANT'S Name and Mailing Address _____

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	25 APRIL 14	K. MURPHY
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/22/14	Szeniewski

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>24/48 YBVC</u> License Year: <u>2014</u> No. Of Seats: <u>135</u> No. Of Parking Spaces: <u>N/A</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 <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input 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): _____ _____ <input type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total _____ <input type="checkbox"/> 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.

4-22-14
 Date

[Signature]
 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 _____

Business Manager Signature (If Applicable) _____

 Date

 Town Manager for the Board of Selectmen

Issued pursuant to the provisions of Title 30A MRSA Chapter 381I through 3814

AMT. RECD. \$75.00 RECEIPT NO. #16449 RECEIPT DATE 4/22/14 MI PM MM MS
mna

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Tuesday, April 22, 2014 12:08 PM
To: Melissa M. Avery
Subject: RE: Business License: The Goldenrod

Current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Tuesday, April 22, 2014 11:56 AM
To: Mary-Anne Szeniaowski; David K. Bridges
Subject: Business License: The Goldenrod

Attached is the Business License for The Goldenrod, located at 2 Railroad Avenue (0024-0048).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name MAINE ICE CREAM LLC
 Business Location DBA THE ICE CREAM HOUSE
1300 ROUTE ONE CAPE NEDDICK, ME
 Telephone Number 207-361-3419

OWNER'S Name and Mailing Address CAROLYN GARRETT
226 YORK STREET
YORK, ME 03909

APPLICANT'S Name and Mailing Address CAROLYN GARRETT
20 OLD POST ROAD
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		
Plumbing	7 MAY 14	KVAWEN
Fire		
Tax Collector	4/22/14	Szeniewski

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>0015-0017</u> License Year: <u>2014</u> No. Of Seats: <u>4</u> No. Of Parking Spaces: _____ 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 checked="" type="checkbox"/> NO <input 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): _____ _____ <input type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total _____ <input type="checkbox"/> 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 4/21/14

Applicant's Signature C. Garrett

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 C. Garrett

Business Manager Signature (If Applicable) _____

Date _____

Town Manager for the Board of Selectmen _____

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

AMT. RECD. \$75.00 RECEIPT NO. # 1671 RECEIPT DATE 4/22/14 MI PM MM MS
 nma

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Tuesday, April 22, 2014 3:13 PM
To: Melissa M. Avery
Subject: RE: Business License: The Ice Cream House

current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Tuesday, April 22, 2014 3:11 PM
To: Mary-Anne Szeniaowski; David K. Bridges; David Apgar
Subject: Business License: The Ice Cream House

Attached is a Business License Application for The Ice Cream House, located at 1300 US Route One (0015-0017).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name Wicked Good Ice Cream
 Business Location 4 Main St.
York Beach, ME 03910
 Telephone Number 207 351-1171 or 508 450-0572

OWNER'S Name and Mailing Address Martha Danilowicz
P.O. Box 205
York Beach, ME 03910

APPLICANT'S Name and Mailing Address Martha Danilowicz
P.O. Box 205
York Beach, ME 03910
 Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/11/14	Szeniakowski

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>0023-0008</u> License Year: <u>2014-2015</u> No. Of Seats: _____ No. Of Parking Spaces: <u>-</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 <u>-</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>-</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input 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): _____ _____ <input type="checkbox"/> Bed and Breakfast (\$10 Per Room): Total <u>-</u> <input type="checkbox"/> Hotel/Motel with Cooking Facilities (\$25 Per Every 10 Rooms): Total <u>-</u>
---	---

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.

3/26/14 Date Martha Danilowicz Applicant's Signature

Please Read and Initial the Following Statements:

- MD I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
- MD 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
- MD 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.
- MD 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
- MD 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 Martha Danilowicz Business Manager Signature (If Applicable) _____

 Date Town Manager for the Board of Selectmen

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

AMT. RECD. \$75.00 RECEIPT NO. #1183 RECEIPT DATE 4/11/14 MI PM MM MS
MMA

Melissa M. Avery

From: Mary-Anne Szeniewski
Sent: Tuesday, April 01, 2014 12:50 PM
To: Melissa M. Avery
Subject: RE: Business License: Wicked Good Ice Cream

Current

Mary-Anne Szeniewski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniewski@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: Melissa M. Avery
Sent: Tuesday, April 01, 2014 10:57 AM
To: Mary-Anne Szeniewski; David K. Bridges; David Apgar
Subject: Business License: Wicked Good Ice Cream

Attached is the Business License Application for Wicked Good Ice Cream, located at 4 Main Street (0023-0008).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Mary-Anne Szeniaewski
Sent: Thursday, May 01, 2014 4:11 PM
To: Melissa M. Avery
Subject: RE: Business License: York Beach Bowling Alley

current

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: Melissa M. Avery
Sent: Thursday, May 01, 2014 1:50 PM
To: Mary-Anne Szeniaewski; David K. Bridges
Subject: Business License: York Beach Bowling Alley

Attached is a Business License Application for the York Beach Bowling Alley, located at 3 Beach Street (0024-0046).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

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



Business Name York Restaurant
 Business Location 1st Railroad
 Telephone Number 367-3560

OWNER'S Name and Mailing Address Sandra Wilson
PO Box 297
York Beach, ME 03910

APPLICANT'S Name and Mailing Address same

Is applicant same operator as prior year? Yes No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use		
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	1/8/14	szenciausk4

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: <u>0073-0006</u> License Year: <u>2014</u> No. Of Seats: <u>16</u> No. Of Parking Spaces: _____ 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 <u>N/A</u> Hotel/Motel with Cooking Facilities: # of Rooms <u>N/A</u> Is Your Establishment Closed for More Than 120 Consecutive Days? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>	<p>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 _____</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.

Date Dec 14, 2013 Applicant's Signature Sandra Wilson

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 Sandra Wilson Business Manager Signature (If Applicable) _____

Date _____ Town Manager for the Board of Selectmen _____

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

AMT. RECD. 75.00 RECEIPT NO. 1303 RECEIPT DATE 12/12/13 MI PM MM MS
mma

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Wednesday, January 08, 2014 10:20 AM
To: Melissa M. Avery
Subject: RE: Business License: York Restaurant

Taxes are current

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Monday, January 06, 2014 9:49 AM
To: Mary-Anne Szeniaowski; David K. Bridges
Subject: Business License: York Restaurant

Attached is the Business License application from Sandra Wilson, for *York Restaurant*, located at 1 Railroad Avenue (0023-0006).

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.



Town of York

186 York Street
York, Maine 03909-1314

MEMO

TO: Board of Selectmen

CC: Community Development Staff

FROM: Amber L. Harrison, CEO

DATE: May 8, 2014

RE: 127 Long Sands Road Unit 7 (Map 44 Lot 66)

The purpose of this memo is to evaluate the status of current permits, licenses and permitted uses at 127 Long Sands Road Unit 7 (M44 L66). Likewise, I wish to detail any remedial action necessary to attain compliance or conditions to be placed upon the approval of certain permits and/or licenses.

On March 18, 2014 a building permit was issued to Mainely Renovations on behalf of owner Ellen Baldwin (Village Management) for a retrofit of the existing restaurant space to accommodate new seating in the existing footprint. Inspections by the York Code Enforcement Office and the York Village Fire Inspector have occurred. Currently, the rough plumbing, framing and life safety inspections have been preliminarily approved. A State Electrical permit has been pulled by a Maine licensed Master Electrician. Upon receipt of satisfactory documentation from the State Fire Marshalls office and the State Electrical Inspector, the project will only have minor insulation and a final inspection remaining. A Victualers/Liquor License inspection occurred on Thursday, May 08, 2014. At that time there was no expansion to the seating requested on the Business License Application (59 seats). The previously approved site plan for the plaza includes the required parking amounts and sizing (137 front; 59 back of building). Upon the completion and passing of the final inspection, the unit to be referred to as "The Central Restaurant and Bar" will be eligible for occupancy.

To ensure the timeliness of all permits and licenses, it is my recommendation to the Board of Selectmen that The Central Restaurant and Bar's Victualers/Liquor license be approved with the condition that it becomes effective upon satisfactory sign-off during the final inspection. The final inspection walk-thru will be performed by the CEO in conjunction with the York Village Fire Inspector. If

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



Town of York

186 York Street
York, Maine 03909-1314

you have any other concerns or questions please contact the Code Enforcement Office at 363-1002.

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

Amber L. Harrison

Code Enforcement Officer

Department of Public Safety
Division

Liquor Licensing & Inspection



Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded. To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

BUREAU USE ONLY	
License No. Assigned:	
Class:	
Deposit Date:	
Amt. Deposited:	

PRESENT LICENSE EXPIRES N/A

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTIONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

1. APPLICANT(S) –(Sole Proprietor, Corporation, Limited Liability Co., etc.) Kiersten Mayes DOB: 8/2/84 John Ernst DOB: 2/1/69			2. Business Name (D/B/A) The Central Restaurant & Bar		
Address 10 Snowdin Ridge			Location (Street Address) 127 Long Sands Rd, Unit #7		
City/Town YORK	State ME	Zip Code 03909	City/Town YORK	State ME	Zip Code 03909
Mailing Address 10 Snowdin Ridge			Mailing Address 10 Snowdin Ridge		
City/Town YORK	State ME	Zip Code 03909	City/Town YORK	State ME	Zip Code 03909
Telephone Number 603-566-8413	Fax Number	Business Telephone Number 603-566-8413		Fax Number	
Federal I.D. # 40-1017884			Seller Certificate # tbd-in process		

3. If premises are a hotel, indicate number of rooms available for transient guests: N/A
4. State amount of gross income from period of last license: ROOMS \$ N/A FOOD \$ N/A LIQUOR \$ N/A
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

complete Supplementary Questionnaire ,If YES

6. Do you permit dancing or entertainment on the licensed premises? YES NO
7. If manager is to be employed, give name: N/A
8. If business is NEW or under new ownership, indicate starting date: JUNE 2014
Requested inspection date: tbd Business hours: _____
9. Business records are located at: 10 Snowdin Ridge YORK, ME 03909
10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married: Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
① Kiersten Mayes	8/2/84	Nashua, NH
② John Ernst	2/1/69	Waterbury, CT

Residence address on all of the above for previous 5 years (Limit answer to city & state)

① YORK, ME
② YORK, ME

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued? Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: Ellen Baldwin, Yorke Realty, 529 US Route 1, Suite 101 York, ME

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) See Attached Diagram

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: March 2014

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .5 miles Which of the above is nearest? School

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: Kennebunk Savings Bank

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: _____ on _____, 20____
Town/City, State Date

Kiersten Mayes, member
Signature of Applicant or Corporate Officer(s)
Kiersten Mayes

Please sign in blue ink

John J. Ernst, Member
Signature of Applicant or Corporate Officer(s)
John J. Ernst

Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

Class I	Spirituos, Vinous and Malt	\$ 900.00
	CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A	Spirituos, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
	CLASS I-A: Hotels only that do not serve three meals a day.	
Class II	Spirituos Only	\$ 550.00
	CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III	Vinous Only	\$ 220.00
	CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV	Malt Liquor Only	\$ 220.00
	CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
	CLASS V: Clubs without catering privileges.	
Class X	Spirituos, Vinous and Malt – Class A Lounge	\$2,200.00
	CLASS X: Class A Lounge	
Class XI	Spirituos, Vinous and Malt – Restaurant Lounge	\$1,500.00
	CLASS XI: Restaurant/Lounge; and OTB.	

FILING FEE..... \$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: **TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164.** Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE

Dated at: _____, Maine _____ SS
City/Town (County)

On: _____
Date

The undersigned being: ☐ Municipal Officers ☐ County Commissioners of the
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and herby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant’s prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c589, §1 (amd).]
 2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class c crime: [1987, c45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592,§3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
 4. **No license to person who moved to obtain a license. (REPEALED)**
 5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receUpon resolution of the appeal, if an applicant’s license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

**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



**SUPPLEMENTAL APPLICATION FORM
ON-PREMISE DIAGRAM**

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Liquor Licensing & Inspection Division is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Department for liquor consumption.

Please see diagram attached

TriMark United East
 Foodservice Design, Equipment and Supplies

Foodservice & Interior Design
 505 Collins Street
 South Attleboro, MA 02703
 Tel: 508-751-1600
 Fax: 508-751-1602
 www.trimarkusa.com

This drawing is the property of TriMark United East and may not be used or copied, in whole or in part, without the express written consent of TriMark United East. General Contractor to supply life safety equipment (i.e. fire extinguishers, etc.) as required by local authorities having jurisdiction. Only qualified labor is to be used for installation and testing.

THE CENTRAL RESTAURANT AND BAR
 127 LONG SANDS ROAD
 YORK, ME 03909

ISSUES

ISSUE NO.	DATE	DESCRIPTION OF ISSUE	BY
1	10/15/10	ISSUE NO. 1	JA
2	10/15/10	ISSUE NO. 2	JA
3	10/15/10	ISSUE NO. 3	JA
4	10/15/10	ISSUE NO. 4	JA
5	10/15/10	ISSUE NO. 5	JA
6	10/15/10	ISSUE NO. 6	JA
7	10/15/10	ISSUE NO. 7	JA
8	10/15/10	ISSUE NO. 8	JA
9	10/15/10	ISSUE NO. 9	JA
10	10/15/10	ISSUE NO. 10	JA
11	10/15/10	ISSUE NO. 11	JA
12	10/15/10	ISSUE NO. 12	JA
13	10/15/10	ISSUE NO. 13	JA
14	10/15/10	ISSUE NO. 14	JA
15	10/15/10	ISSUE NO. 15	JA
16	10/15/10	ISSUE NO. 16	JA
17	10/15/10	ISSUE NO. 17	JA
18	10/15/10	ISSUE NO. 18	JA
19	10/15/10	ISSUE NO. 19	JA
20	10/15/10	ISSUE NO. 20	JA

APPROVAL

APPROVED AS SUBMITTED
 APPROVED AS NOTED
 NOT APPROVED FOR SUBMIT

DATE: _____

GENERAL NOTES

A. THE CONTRACTOR SHALL VERIFY ALL CONDITIONS OF EXISTING UTILITIES AND EQUIPMENT PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION.

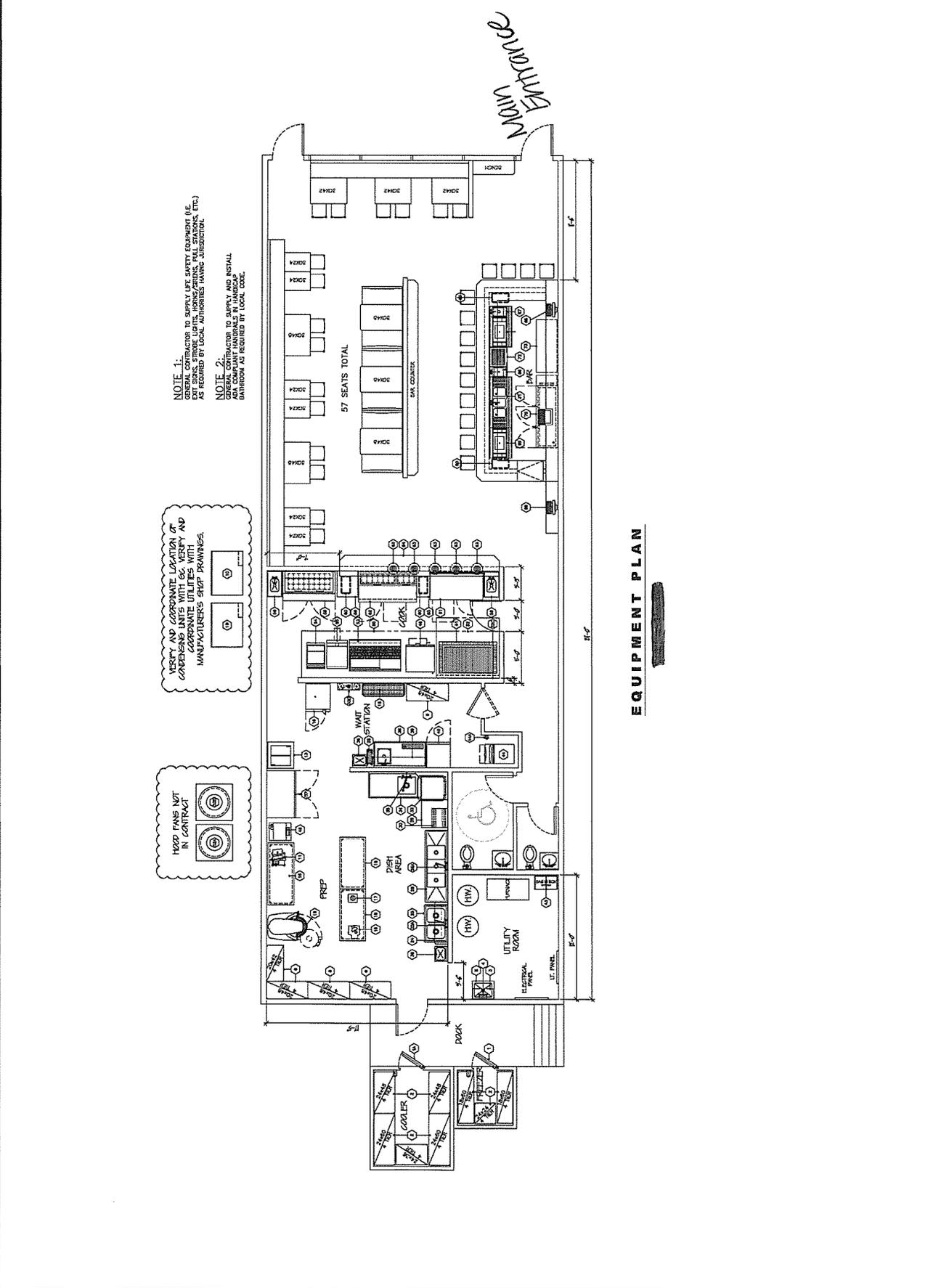
B. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION.

C. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION.

D. ELECTRICAL, PLUMBING AND MECHANICAL UTILITIES SHALL BE INSTALLED IN ACCORDANCE WITH ALL APPLICABLE CODES AND REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES HAVING JURISDICTION.

FOODSERVICE EQUIPMENT PLAN
 Equipment Layout

PROJECT #: 13-160
 SUBJECT: *****
 DRAWN BY: JFA
 CHECKED BY: JMT
 CONTRACT NO.: GP
 DRAWING SCALE: 1/4"=1'-0"
 SHEET NUMBER: K.201



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

SUPPLEMENTARY QUESTIONNAIRE FOR CORPORATE APPLICANTS, LIMITED LIABILITY COMPANIES AND LIMITED PARTNERSHIPS

1. Exact Corporate Name: Mainstream Restaurants, LLC
 Business D/B/A Name: The Central Restaurant & Bar
2. Date of Incorporation: 9/11/12
3. State in which you are incorporated: Maine
4. If not a Maine Corporation, date corporation was authorized to transact business within the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list percent of stock owned:

Name	Address Previous 5 Years	Birth Date	% of Stock	Title
Kiersten Mayes	YORK, ME	8/2/84	50	Member
John Ernst	YORK, ME	2/1/69	50	Member

6. What is the amount of authorized stock? — Outstanding Stock? —
7. Is any principal officer of the corporation a law enforcement official? () YES NO
8. Has applicant(s) or manager ever been convicted of any violation of the law, other than a minor traffic violation(s), of the United States? () YES NO.
9. If yes, please complete the following: Name: _____

Date of Conviction: _____ Offense: _____

Location: _____ Disposition: _____

Dated at: _____ City/Town _____ On: _____ Date _____

Kiersten Mayes, member Date: 4/15/14
 Signature of Duly Authorized Officer

Kiersten Mayes, member
 Print Name of Duly Authorized Officer

Melissa M. Avery

From: Mary-Anne Szeniaowski
Sent: Friday, April 25, 2014 11:07 AM
To: Melissa M. Avery
Subject: RE: NEW Business License: The Central Restaurant and Bar

New so nothing owed to me.

Mary-Anne Szeniaowski
Town Clerk/Tax Collector
Town of York, Maine
186 York Street, York, ME 03909-1314
i: www.yorkmaine.org
e: mszeniaowski@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: Melissa M. Avery
Sent: Friday, April 25, 2014 10:42 AM
To: Mary-Anne Szeniaowski; David Apgar
Subject: NEW Business License: The Central Restaurant and Bar

Attached is a NEW Business License Application for The Central Restaurant and Bar, located at 127 Long Sands Road Unit #7 (0044-0066).

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 25, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: April 28, 2014	
Regular <u> X </u> Work Session	
Subject: Police Station Connector Road	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION:
PROPOSED MOTION: I move to authorize the Town Manager to provide information to the Planning Board indicating that the designed connector road will not be opened until all required studies have been completed and approvals received. I further move that there will be no emergency vehicle use of the connector road until the road is opened to the public.

Discussion: During preliminary discussions of the police station and connector road project at the Planning Board, the concept of the connector road being constructed, but not opened, was suggested. During the discussion, the possibility of allowing emergency vehicle-only access to the connector road was brought up. This concept was mentioned in a letter dated March 13, 2014 from Tom Gorrill, the Town's traffic engineer, to Andrew Johnston. This letter was subsequently included in the Planning Board application. Andrew Johnston has advised me that additional information will be required by the Planning Board relating to the terminus of the connector road. Andrew previously advised the Planning Board that the road would not be opened until the traffic study has been completed and reviewed but there was the possibility of use by emergency vehicles. I have advised Andrew that the Selectmen voted to continue with the original design of the connector road and the intersection with Route 1 but there was no discussion regarding emergency vehicle use while the road is closed. I would recommend that the Board of Selectmen formally take action on this in order to provide input to the Planning Board.

Please see attached page 16 (Recommendation #1) from a memorandum to the Planning Board from the independent reviewers (Lee Jay Feldman and Steve Bradstreet) addressing the access (connector) road as part of their review of the project for the Planning Board.

On May 6, 2014 the Planning Board accepted the application for the police station and connector road as complete. During the subsequent discussion the status of the connector road was brought up by the contract planners as part of their review. It was determined that the status of the connector road would have to be finalized before final approval could be granted by the Planning Board.

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

Prepared By:

Robert S. Gandon

Reviewed By: _____

4. The water quality plan C122 does not match Sheet CP102.
5. The water quality plan C124 does not match Sheet CG110

Recommendation:

The applicant has work to do prior to submission for the Final approval. If the Planning Board is willing to approve the Preliminary application, we would recommend the following conditions be addressed for the final approval submission. The comments provided from the engineering review are not included in the conditions below as listed due to the amount of missing information pertinent to the engineering component. However; there is a condition listed which requires the applicant to revise the plans in order to address all of the information listed.

- 
1. The applicant must decide how the access is going to be addressed. If the road is still proposed to be a full functioning street, Ridge Road to Route 1, then additional traffic counts and analysis must be done both at Route 1 as well as Ridge Road prior to the release of any permits for the project. The applicant can provide a phasing plan to the Planning Board outlining how the phasing of the road is going to be accomplished. The applicant can choose to build the road and not allow any access from Route 1 until the above information is submitted and further action taken to mitigate those issues to be identified at both intersections. The applicant could choose to redesign and not provide access to Route 1 which would allow the current information in the traffic impact study submitted to stand and the project be approved with a simple access road to the police station.
 2. The applicant shall provide all of the required traffic control on a plan to indicate stop sign and stop bar locations if no other traffic control is necessary.
 3. The plan Shall show a detail and identified location for ADA tip downs to transition from the proposed sidewalk to the police station entrances as well as at the Ridge Road terminus.
 4. The applicant shall redesign the proposed sidewalks to be 10' providing a true multi use system for both bike and pedestrians use. The 10' width will meet the industry standard where the 8' path does not.
 5. The applicant shall provide a revised planting plan indication how the area(s) previously cut and used as laydown areas plan to be re-vegetate in order to address these clear cut areas and areas previously impacting wetlands and buffers.
 6. The applicant shall revise the plans to show the water line looped to Caddy's Way as recommended by the York Water District. The applicant should work those details out prior to final plan submittal.
 7. The applicant shall revise the plans to eliminate the future expansion shown on the cell pad area. The applicant should also show a detail of the tower design itself.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 8, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session	
Subject: Code of Conduct Policy	

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

Discussion: At the request of the Chairman, a code of conduct discussion was scheduled for the April 28, 2014 Selectmen's meeting. At the April 28, 2014 meeting there were only three Selectmen present so the discussion was rescheduled for the May 12, 2014 meeting. Attached you will find the Ethics Policy last approved by the Board of Selectmen in 2011. In addition, you will find an email from Susan Morse of the York Weekly to Selectman Gregg dated April 24, 2014. This email is included at the request of Selectman Gregg.

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

Prepared By: Robert G. Yandow

Reviewed By: _____

Robert G. Yandow

From: Kinley Gregg
Sent: Tuesday, May 06, 2014 10:43 PM
To: Robert G. Yandow
Cc: Susan Morse
Subject: FW: YW/meeting

Rob:

As we discussed, please include the reporter's inquiry below in Monday's packet under the Code of Conduct item.

Thank you >>>----> Kinley

From: Morse, Susan [smorse@seacoastonline.com]
Sent: Thursday, April 24, 2014 2:15 PM
To: Kinley Gregg
Subject: YW/meeting

Thursday, April 24, 2014

Hi Kinley,

I wanted to know if you wanted to comment on Ron's assertion that you were so rude and disruptive during Thursday's meeting that he adjourned the meeting early, at around 9:20 a.m.

Also, do you think his comments may, in part or in whole, be politically motivated? Ron said, "The woman is mentally ill and people need to know that before they vote."

Thirdly, Ron mentioned getting an item on Monday's agenda to have a code of conduct policy that would allow a selectman who disrupts a meeting to be thrown out. He didn't say whether this would be determined by a vote of the full board, or by the chairman.

Thanks,
Susan

This message may contain confidential and/or privileged information. If you are not the intended recipient or authorized to receive this for the intended recipient, you must not use, copy, disclose or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by sending a reply e-mail and delete this message. Thank you for your cooperation.

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.

TOWN OF YORK
SELECTMEN'S POLICY
CODE OF ETHICS

**For Members of All Town Boards, Committees, and Commissions Except the School
Committee and their Appointments**

Preamble

To ensure that the Citizens and businesses of York have fair, impartial, ethical, and accountable local government that is responsive to the needs of the people and each other and that has the Citizens' full confidence in the integrity of the Town's government, the Board of Selectmen has adopted this Code of Ethics. In keeping with a commitment to excellence, the effective functioning of democratic York Town government requires that:

- i. elected and appointed public officials comply with both the letter and spirit of laws and policies affecting the Town Government;
- ii. elected and appointed public officials be independent, impartial, and fair in judgment and action;
- iii. elected and appointed public office be used for the public good and not personal gain;
- iv. public deliberations and processes be conducted openly, unless legally confidential and;
- v. all discussions and debate be conducted in an atmosphere of respect and civility.

This Code of Ethics applies to members of the Board of Selectmen and to all elected and appointed members of Town boards, committees, and commissions (hereinafter referred to as "Members") except for the School Committee and their appointees. The Town's boards, committees, and commissions consist of all statutory and non-statutory boards, commissions or committees now existing or hereafter created.

The Town Manager shall endeavor to ensure that all Town employees adhere to the standards of this Code of Ethics.

Code of Ethics

1. Actions in the Public Interest

Recognizing that stewardship of the public interest must be their primary concern; Members will work for the common good of the Citizens of York and not for any private interest or personal gain. Members shall provide fair and equal treatment of all persons, claims, and transactions that come before the Board of Selectmen or any Town board, committee, or commission.

2. Compliance with the Law

Members shall comply with the laws of the United States, the State of Maine, and the Town of York in the performance of their public duties. These laws include, but are not limited to, the United States and Maine State constitutions and statutes; the York Town Charter; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and Town ordinances and policies, all of which are hereby incorporated herein by reference and made applicable.

3. Conduct of Members

The professional and personal conduct of Members must be above reproach and must avoid any appearance of impropriety. Members shall refrain from abusive conduct, from making personal charges or disparaging remarks, or from verbal attacks upon the character or motives of Members of Town boards, committees, or commissions, of Town Staff or the Citizens.

4. Respect for the Process

Members shall perform their duties in accordance with the processes and rules of order established by the Board of Selectmen and by the other Town boards, committees, and commissions. Each member shall be committed to respect the democratic process that encourages meaningful involvement of the public and that governs the deliberation of public policy issues in the Town of York. Members must abide by any lawful decision made by a majority of the board, commission, or committee. Members should strive to thoughtfully consider the opinions and recommendations of other Members, Citizens, and Town staff appearing before Town boards, committees, or commissions and shall remain respectful in all interactions with these individuals. Members shall have no legal authority outside of the meetings of their respective board, commission, or committee unless this authority has been specifically delegated to the Member through an adopted policy or majority vote of the board.

5. Conduct of Public Meetings

Members shall prepare themselves for open discussion of public issues, shall listen courteously and attentively to all public discussions before the body, and shall focus on the business at hand. Members shall refrain from unnecessarily interrupting other speakers, from making personal comments not germane to the business of the body, and from otherwise interfering with the orderly conduct of meetings. The Chairman of each board, committee, or commission shall use his or her best efforts to ensure that the public who attend such meetings adhere to the same standards of conduct in this Code of Ethics as outlined for Members.

6. Decisions Based on Merit

Members shall base their decisions on the merits and substance of the matter at hand. No member shall make promises in advance as to how they will vote on a matter, which shall properly come before the board, committee, or commission as a whole.

7. Communication

Members shall publicly share information that is relevant to any matter under consideration by a board, committee, or commission. Concerns involving the conduct of Town employees shall be communicated to the Town Manager.

8. Conflict of Interest

A. General Standard

Members shall avoid any situation that may give rise to an actual or perceived conflict of interest. Where circumstances may cause a reasonable person to question the Member's impartiality or may otherwise give rise to an appearance of a conflict of interest, the Member shall not participate in a matter unless the Member has appropriately disclosed the situation and there has been a determination by the Member's board, committee, commission, staff official, or the Board of Selectmen that the Member's participation is appropriate.

B. Definitions

Immediate Family. The Immediate Family of a Member shall include the Member's spouse, children, parents, in-laws and siblings.

Financial Interest. Financial Interest shall mean any direct or indirect interest having monetary or pecuniary value, including but not limited to the ownership of shares or stock.

Special Interest: Special Interest includes a direct or indirect interest having value peculiar to a certain individual or group, whether economic or otherwise, which value may accrue to such individual or group as a result of the passage or denial of any order, ordinance, or resolution. An employer or supervisor – employee relationship between a Member and any person appearing before that Member’s particular agency, shall be considered to be a Special Interest of that Member.

Bias: A preference or an inclination, especially one that inhibits impartial judgment or an unfair act or policy stemming from prejudice.

Conflict of Interest: A conflict between a person's private interests and public obligations.

C. Disclosure of Conflict

Any Member who believes that they or a member of their Immediate Family has a Financial Interest or a Special Interest, other than an interest held by the public generally, in any agenda item before their collective body, shall disclose the nature and extent of such interest. Additionally, any Member who believes that any fellow Member, or any member of such fellow Member’s Immediate Family has a Financial Interest or a Special Interest, other than an interest held by the public generally, in any agenda item before their collective body, shall disclose such interest. Such disclosure shall be made no later than at the time the agenda items are to be discussed

D. Determination of Conflict

All conflict-of-interest questions relating to a particular agenda item shall be resolved prior to any consideration of the item concerned. Each Member of that board, committee, or commission shall be entitled to vote on all conflict-of-interest questions relating to that Town board, committee, or commission.

All votes of conflict-of-interest questions shall be recorded. A majority vote shall determine the question except that a tie vote shall have the effect of determining that a conflict exists. If there is a determination that a conflict of interest in fact exists, the Member concerned shall be excused from participating in discussion, deliberation, or vote on the relevant agenda item for so long as the agenda item shall appear on the agenda.

E. Record of the Conflict of Interest Decision

A written record by the Chairperson of the Town board, committee, or commission making the determination, explaining and summarizing any consideration of conflict of interest or intervention and the action taken shall be

promptly forwarded to the Chairman of the Board of Selectmen for review by the Board of Selectmen. The Town Manager shall maintain these records on behalf of the Board of Selectmen for a period of five years.

F. Avoidance of Appearance of Conflict of Interest

Once any Member is determined to have a conflict of interest in respect to any agenda item, and once all conflict-of-interest questions relating to the agenda item concerned have been determined, as provided in this Code, the Member should either immediately leave the meeting room or, if the Member has a personal interest in the matter to be discussed, move to the area of the room occupied by the general public. The Member shall not return to their regular seat as a member of the body until deliberation and action on the item has been completed. Nothing herein shall require an individual Member to remove himself or herself for any item on which there is no deliberation, on which the individual's conflict has been determined by the other members, and on which the right to abstain from voting on the item has been granted.

G. Incompatible Offices

No Member shall occupy any other elected or appointed office when the duties of such office are incompatible with the proper discharge of the Member's official duties to the Town. The occupancy of any other office by a Member is prohibited by any one of the following circumstances:

1. where the duties of the other office make it impossible to discharge the duties of the Town office, or
2. where one office is subordinate of the other, or
3. where one office carries the power of appointment or removal of the other, or
4. where the occupancy of both offices is prohibited by Charter or by law.

Notwithstanding the foregoing, a Member may serve as a non-voting liaison or ex-officio Member of a board, committee, or commission with the approval of the Board of Selectmen; or in special circumstances a member may serve as a voting member of a board, committee, or commission if so designated by the Board of Selectmen.

9. Gifts and Favors

Members shall not take advantage of services or opportunities for personal gain, by virtue of their public office that is not available to the public in general. Members shall refrain from accepting gifts, favors, or promises of future benefits that might compromise their independence of judgment or action, or that might give the appearance of such compromise.

No Member shall accept any thing of value unless it can be clearly established that it has a de minimus market value (\$25 or less) and is received infrequently from any source.

10. Confidential Information

No member shall, without proper legal authorization, discuss or disclose confidential information concerning the property, personnel, government or affairs of the Town, nor shall any member use such information to advance the private or financial interests of himself or herself or members of his or her immediate family. Members shall not discuss the privileged knowledge, executive sessions, or confidential business of the board, committee, or commission with unauthorized parties, either orally or in writing. For purposes of this subsection, "confidential information" shall mean any information, oral or written, which comes to the attention of or is available to such Member due to his or her position with the Town and is not a matter of public record. Information received and discussed during any executive session shall be considered within the constraints of this section and shall not be disclosed to any party unless permitted by affirmative vote of a majority of such board.

11. Use of Public Resources

Members shall not use public resources not available to the general public for private gain or personal purposes, such as Town staff time, equipment, supplies, or facilities.

12. Representation of Third Party Interests

As stewards of the public interest, Members of the Board of Selectmen, the Planning Board, and the Board of Appeals shall not represent the interests of third parties before any Town board, committee, or commission, nor shall they appear before any of these bodies on behalf of the interests of third parties on matters related to the areas of service of these bodies. Members of all other boards, committees, or commissions must give notice to the Board of Selectmen prior to any representation of any third party interests before any Town board, committee, or commission. Nothing herein shall be construed to prohibit any Member from representing his or her own personal interest, or the interest of immediate family, by appearing before any Board on any item.

13. Advocacy

Members shall represent the official policies and positions of the Board of Selectmen and of other Town boards, committees, and commissions when designated as delegates for this purpose to the best of their ability. When presenting personal opinions and positions Members shall explicitly state that these opinions and positions do not represent their body or the Town of York, and they shall not allow any inference that they do.

14. Policy Role of Members

Members shall respect and adhere to the Town Manager Structure of Town government, as outlined in the York Town Charter. The Board of Selectmen shall determine the policies of the Town, with advice, information, and analysis provided by Town staff, by the Town's boards, committees, and commissions, and by the Citizens.

Members shall therefore not interfere with the administrative functions of the Town or with the professional duties of Town staff, nor shall they impair the ability of Town staff to implement the policy decisions of the Board of Selectmen except as provided by the Town Charter.

15. Independence of Boards, Committees, and Commissions

Members shall refrain from using their positions to unduly influence the deliberations or outcomes of any board, committee, or commission proceedings or to inhibit free discussion and exchange of ideas of these groups.

16. Positive Workplace Environment

Members shall support a positive and constructive workplace environment for Town employees and for Citizens and businesses dealing with the Town. Members shall recognize their special role when dealing with Town employees and shall in no way create the perception of inappropriate direction of staff.

17. Implementation

This expression of the standards of conduct expected of Members of boards, committees, and commissions is intended to be self-enforcing. It is most effective when Members are thoroughly familiar with it and embrace its provisions.

For this reason, this Code of Ethics shall be included in the orientation of candidates for, or applicants to boards, committees, and commissions; and of newly elected or appointed Town officials. Members entering office shall sign a statement acknowledging that they have received a copy, and read, and understand the Town of York Code of Ethics. This Code of Ethics shall be reviewed regularly by the Board of Selectmen as well as by the Town's other boards, committees, and commissions. The Board of Selectmen shall consider recommendations from these bodies in updating the Code of Ethics as necessary.

18. Freedom of Access Training

Members of boards, committees and commissions, and newly elected and/or appointed Town Officials are to complete the Freedom of Access Training that is located on the the State of Maine website under Your Right to Know Law/Frequently Asked Questions. This training is to be completed within one year of initial appointment or election.

19. Compliance and Enforcement

The Town of York Code of Ethics expresses standards of conduct expected of Members of the Town's boards, committees, and commissions. Members themselves have the primary responsibility for ensuring that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The Chairs and Vice-Chairs of boards, committees, and commissions have the responsibility for intervening when actions of Members appear to be in violation of this Code of Ethics.

The penalty for any violation of the Town of York Code of Ethics may vary dependent on the position held by the offending individual:

1. **Board of Selectmen/Municipal Officers:** Action taken against any member of the Board of Selectmen shall result from the remaining members of the board voting to take said action. The action may vary from a public admonishment to public censure. The recall of any Selectmen is a remedy available to the public pursuant to the Town of York Home Rule Charter.
2. **Elected Officials:** Action taken against any elected official, other than a member of the Board of Selectmen, may vary from a reprimand by the Chair of the elected body to a public censure after a majority vote by the elected body. The Board of Selectmen, after a majority vote, may intervene if the board feels that the ethics violation is not being adequately addressed. The recall of any elected official is a remedy available to the public pursuant to the Town of York Home Rule Charter.
3. **Appointed Officials:** Action taken against any appointed official may vary from a letter of reprimand by the Chair of the appointed board to a public censure after a majority vote by the appointed board. Additionally, the appointed board may vote to request the resignation of the offending individual. If the requested resignation is not forthcoming the appointed board may request that the Board of Selectmen remove the offending individual from the appointed board. As the appointing authority, the Board of Selectmen on their own initiative may remove the offending individual from the appointed board.

In addition to any other penalties or remedies as may be provided by law, the Board of Selectmen may intervene and counsel Members whose conduct does not comply with the Town's ethical standards and may censure Members or remove them from office, after

notice and hearing conducted by the Board of Selectmen. The Board of Selectmen may issue interpretative policy statements to clarify any ambiguities in this Code. Members of boards, committees, and commissions may seek clarifying opinions from, or appeal decisions of their boards, committees, and commissions to the Board of Selectmen on particular situations addressed by this Code of Ethics.

A violation of this Code of Ethics shall not be considered a basis for challenging the validity of a board, committee, or commission decision but may be used as a basis for the board, committee, or commission to reconsider its decision.

20. Separability

If any section, subsection, sentence clause or phrase of this Code is for any reason held to be invalid or unconstitutional, such validity or unconstitutionality shall not affect the validity of the remaining portions of this Code.

Adopted 11/26/2001
Amended 02/28/2011

MEMBER STATEMENT
TOWN OF YORK
MODEL OF EXCELLENCE

for Members of All Town Boards, Committees, and Commissions

As a Member of the _____, I agree to uphold the Town of York Code of Ethics for elected and appointed officials and to conduct myself by the following Model of Excellence. I will:

- ❖ recognize the worth of individual members and appreciate their individual talents, perspectives, and contributions;
- ❖ create an atmosphere of respect and civility, where individual members, Town staff, and the public are free to express their ideas and to work to their full potential;
- ❖ conduct my personal and public affairs with honesty, integrity, fairness, and respect for others;
- ❖ respect the dignity and privacy of individuals and organizations;
- ❖ keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit;
- ❖ have all discussions and debate conducted in an atmosphere of respect and civility, and;
- ❖ treat all people with whom I come in contact as an official of the Town with respect and courtesy.

I acknowledge that I have received a copy, and read, and understand the Town of York Code of Ethics.

Signature

Date

Printed Name

Position

Witness



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 07, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session _____	
Subject: Ice storm resolution	

TO: BOARD OF SELECTMEN
FROM: Chief Douglas P. Bracy
RECOMMENDATION: To approve the resolution supporting MEMA request for FEMA to amend their policy regarding federal disaster assistance for significant ice related storms.
PROPOSED MOTION: I move to approve the resolution by the Board of Selectmen supporting Maine Emergency Management Agency's efforts to request the Federal Emergency Management Agency to amend their policy regarding federal disaster assistance for significant ice related storms.

Discussion:

FISCAL IMPACT: n/a
DEPARTMENT LINE ITEM ACCOUNT: n/a
BALANCE IN LINE ITEM IF APPROVED: n/a

Prepared By: Chief Douglas P Bracy

Reviewed By: Town Manager Robert Yandow



TOWN OF YORK

BOARD OF SELECTMEN

A RESOLUTION PROVIDING FOR:
SUPPORT TO MEMA IN URGING FEMA TO AMEND ITS POLICY REGARDING
FEDERAL DISASTER ASSISTANCE FOR SIGNIFICANT ICE RELATED STORMS

BE IT RESOLVED by the Board of Selectmen of the Town of York, Maine acting as the municipal officers as follows:

WHEREAS, the Town of York in the County of York and State of Maine has been recognized by representatives of the York County Emergency Management Agency and Maine Emergency Management Agency (MEMA) as having experienced unexpected and costly maintenance to its road infrastructure as the result of the unabated winter ice storms that occurred during the period of December 21, 2013 through January 1, 2014; and

WHEREAS, Governor Paul LePage of the State of Maine submitted a request for disaster assistance to the Federal Emergency Management Agency (FEMA) that would serve to support municipal and state depleted winter maintenance funding for emergency winter road maintenance and repair; and

WHEREAS, the FEMA denied said request after designating road treatment costs as ineligible based on FEMA Snow Assistance and Severe Winter Storm Policy 9523.1 that excludes sand, salt, and snow and ice road treatment expenditures, unless there is record or near-record snowfall; and

WHEREAS, the FEMA definition of a severe winter storm means an event that occurs during the winter season and includes one or more of the following conditions: snow, ice, high winds, blizzard conditions and other wintry conditions that causes substantial physical damages or loss to property where Municipal and State governments demonstrate that the capabilities to effectively respond to the event are or will be exceeded; and

WHEREAS, the Town recognizes the original intent of FEMA Policy 9523.1 is that northern States such as Maine, which are equipped for and budget for winter snowstorms, should have to meet a very high standard to have a snowstorm qualify as a disaster. However, an ice storm with prolonged power outages in freezing conditions poses an extraordinary and extreme threat to public safety beyond what is considered normal winter weather; and

WHEREAS, the FEMA policy in other types of disasters, such as floods or hurricanes, is that maintenance of all roads during and after the event for the purpose of emergency vehicle access is eligible for disaster assistance. In freezing temperatures, roads must be treated with sand and

salt in order to carry out the emergency function of power restoration. Therefore, Policy 9523.1 is actually in conflict with other FEMA policies; and

WHEREAS. the Town disagrees with the FEMA's interpretation of this policy application of Policy 9523.1 to ice storms and advocates for an "ice storm" policy addendum, and that this policy addendum be made retroactive to December 21, 2103.

NOW THEREFORE, in recognition of the above, the Town of York hereby resolves as follows:

RESOLVED: That the Town of York Board of Selectmen expresses its great support for the MEMA in its advocacy for an amendment to the FEMA storm policy; and

RESOLVED: That the Town of York Board of Selectmen will exercise its inherent authority to engage other Maine municipalities in a united effort to bring national attention to the extent necessary and notify our Congressional representatives that the ice storm damage recently experienced across the region is very real and this policy matter is worthy of their support and attention.

Read and Adopted by the Board of Selectmen on May 12, 2014.

Attested, _____
TOWN
MANAGER



Douglas P. Bracy
Chief of Police

Mailing Address:
36 Main Street
York, Maine 03909

Dispatch:
Non-Emergency
(207) 363-4444

Administration:
(207) 363-1031

Facsimile:
(207) 361-6818

www.yorkpolice.org

**Committed
to excellence**

TOWN OF YORK, MAINE

Police Department

Memorandum

To: Board of Selectmen
From: Chief Douglas P. Bracy *DPB*
Subject: May 06th, 2014
Date: Ice Storm Resolution to Support Maine Emergency
Management Agency's Appeal for Federal Disaster
Declaration

Emergency management directors across the State are being asked to have their elected officials support the Maine Emergency Management Agency in their efforts to have the Federal Emergency Management Agency change their policy regarding federal disaster assistance for significant ice related storms. FEMA's denial in March of this year to declare a federal disaster in Maine after a prolonged winter ice storm that occurred between December 21, 2013 and January 01, 2014 was the result of a new interpretation of their winter storm policy. FEMA now assesses the ability of states and their counterparts to respond to these events and does not take into account the significant costs of labor, equipment, and materials such as salt to keep the roads open and safe. This marks the first time that the State has been denied disaster funds in a winter event of this nature. The Town of York has twice received federal disaster assistance for significant icing events in the past ten years. The last one in 2009 allowed the Town to recover some \$303,000 in the costs of labor, equipment, materials, and debris removal of damaged trees.

This new rule could have substantial financial impacts to the Town in the future if left to stand. Just think about the recent news story on future predictions for weather abnormalities creating scenarios for more severe winter storms.

I would urge the Board to pass this resolution asking FEMA to reconsider their policy decision to change the way they determine which winter storms will qualify for federal disaster assistance and consider a retroactive clause allowing this declaration to be accepted. Just because we live in the Northeast and we are more used to handling winter storms does not negate the significant costs or impacts that those storms can have on our citizens and our budgets as it is our duty to keep the roads open and safe for public safety, utilities and the general public no matter what created the event.

Although this series of storms affected Down east Maine much more severely than it did the Town of York or York County, it still created additional costs of some \$35,000 to \$40,000 to our winter budget. Most of these costs were for labor, equipment and the cost of the salt that had to be applied multiple times to keep our roads safe over that period of time. I filed a File 7 damage assessment form to that fact as part of this declaration request knowing that York County would probably not see any funding even if it was declared federally because we would not attain the county wide threshold of some \$600,000 set by FEMA. These costs however did become part of the statewide federal threshold total which ultimately would have benefitted those counties that were affected more severely who would have met their county federal thresholds.

I would remind the Board that even though this event did not cost the Town substantially that we have been the successful recipient of several federal disaster declarations in the past that would have not been possible because the Statewide threshold if not for these same Down east counties submitting the costs of damages for their areas knowing their total costs would not have surpassed their County thresholds to allow reimbursement to them. It is essential for all of us to work together in these events. Every Town and every County needs to participate when we are faced with a

significant storm event in the State as these costs may ultimately help some to obtain the thresholds necessary statewide to trigger a federal disaster declaration.

I have included some information regarding the decision and facts of FEMA not to declare this disaster and a list of the reimbursements the Town has realized from these federal disaster declarations over the last 10 years. During this period there were 15 federally declared disasters in Maine and the Town qualified for benefits in 9 of those events. As you can see the Town has benefited substantially from this funding.

I would appreciate the Board's support in this resolution in a cooperative effort to stand together with other municipalities across Maine in regards to this matter. Thank you for your consideration.

Federal government says no disaster funds for Maine following Ice Storm of 2013

By Lynda Clancy Posted: Wednesday, March 26, 2014 - 12:45pm

Remember the December 2013 ice storm? When approximately 500,000 Maine residents were without power, many for at least a week? When temperatures dipped below zero, and trees in Waldo, Kennebec and Knox counties bent over under a heavy glaze? Businesses shut down during the peak holiday season; holiday travel became arduous, if impossible; municipal offices closed and shelters opened for those without heat. It was a miserable time, especially for the elderly and disabled, but Maine people, stoic to the bone, coped. They brought in more wood, checked on neighbors and communicated with each other on their mobile phones.



Midcoast, Downeast and Central Maine are encased in ice Christmas Eve 2013 (Photo by Brian Wight)

And like other states do following disastrous weather, Maine got its paperwork together to apply for federal disaster aid, asking for \$1.9 million to help pay for tree removal from roads, for burst pipes, roof damage, loss of food, setting up shelters and warming centers, spreading more salt and sand, and compensating local firefighters for responding to endless calls — fire alarms, generator emergencies, flooded basements and downed tree limbs.



In February, the state submitted a detailed Request for Presidential Disaster Declaration Major Disaster or Emergency to the Federal Emergency Management Agency, outlining storm hardship and damage that occurred between Dec. 21 and Jan. 1. Gov. Paul LePage enclosed a Feb. 21 letter, as well, saying the nature of "this emergency was the extreme threat to public safety caused by widespread power outages and debris and ice-covered roads during a period of extreme cold, which put lives at jeopardy and rendered usual means of road treatment ineffective."

Attachments

- [FEMA+DRF+Through+2-28-2014a.pdf](#)
- [Maine Governor's Letter to President Obama RE Disaster Assistance_signed.pdf](#)

FEMA (Federal Emergency Management Agency)

(<http://www.fema.gov>) falls under the Department of Homeland Security. Its mission is "to support our first responders and ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards."

Maine

(http://www.maine.gov/mema/about/mema_emdef.shtml)

Emergency Management

Agency

(http://www.maine.gov/mema/about/mema_emdef.shtml)

partners with FEMA, and county emergency management agencies. Its mission: "Emergency management protects communities by coordinating and

The only other New England state to submit a similar request for that storm was Vermont. It was not an atypical process: Since 2007, Maine has been declared a disaster 12 times, and federal funds have flowed to the state for post-storm reconstruction. Last year, Maine received \$1.5 million to help Androscoggin, Cumberland, Knox, Sagadahoc, Washington and York counties with costs accrued during a Feb. 8-9 blizzard. For that snowstorm, most of the costs were for emergency response overtime work and for clearing tons of snow from public roads and other public facilities.

This year, however, Maine got a rejection letter March 12 from FEMA Administrator W. Craig Fugate, whose office is in Washington, D.C., for its ice storm aid request.

He told LePage: "You specifically requested public assistance for 16 counties and hazard mitigation statewide. Based on our review of all the information available, it has been determined that the damage from this event was not of such severity and magnitude as to be beyond the capabilities of the state and affected local governments. Accordingly, we have determined that supplemental federal assistance is not necessary."

Why not? The short answer: Not enough snow fell. ([Click here for FEMA's snow assistance policy](#)) (<http://www.fema.gov/public-assistance-9500-series-policy-publications/95231-snow-assistance-policy>)

integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters."

Knox EMA

(<http://www.knoxcountymaine.gov/information/89C8-C96F9AB8575F>)
SEC={81D74673-8008-4150-89C8-C96F9AB8575F}&Type=B_BASIC)

Waldo EMA

(<http://www.waldocountyme.gov/emergency>)
Every town has its own EMA director, most often, the local fire chief.

Also, on Feb. 26, FEMA had rewritten some regulations regarding disaster assistance requests; specifically, FEMA said it would raise the minimum limit on the amount of damage for any one community from \$1,000 to \$3,000. That affected Maine's request, resulting in approximately \$93,000 in storm costs being disallowed, despite the fact that Maine's Feb. 21 request had been filed prior to the rule rewrite. In other words, Maine's request had not been grandfathered.

Vermont, however, did get enough snow to warrant aid.

(<http://www.fema.gov/news-release/2014/01/29/president-declares-disaster-vermont>)

Vermont also qualified for a declaration because it has two electric utilities that are publicly owned, and those utilities suffered actual damage to their infrastructure. Maine has one, Eastern Maine Electric that primarily serves Washington County, that also had significant damages. But Maine's threshold for qualifying for assistance is roughly twice that of Vermont (the threshold is population based).

That state heard back from FEMA in late January, learning it had been declared a disaster area by the president, thereby making it eligible for federal money to help repair damaged roads, bridges, parks and pay for

other storm-related expenses that had been identified by towns and cities. Other states receiving major disaster declaration by the president this past winter included **South Carolina**, (<http://www.fema.gov/news-release/2014/03/12/president-declares-disaster-south-carolina>) **Georgia** (<http://www.fema.gov/news-release/2014/03/06/president-declares-disaster-georgia>) , **Oklahoma** (<http://www.fema.gov/news-release/2014/01/30/president-declares-disaster-oklahoma>) and **Pennsylvania** (<http://www.fema.gov/news-release/2014/02/06/president-obama-signs-pennsylvania-emergency-declaration>) . Just recently, **Washington** (<http://www.fema.gov/news-release/2014/03/24/president-obama-signs-washington-emergency-declaration>) and **Colorado** (<http://www.fema.gov/news-release/2014/03/25/federal-disaster-aid-colorado-flooding-tops-304-million>) received disaster declarations.

FEMA's Disaster Relief Fund can be directed toward recovery efforts associated with domestic major disasters and emergencies that overwhelm state resources, said Jeb Killion, external affairs officer for FEMA Region One (New England).

The **February report of FEMA estimates** (<http://www.fema.gov/media-library/assets/documents/31789?id=7247>) there will be \$12 billion available for disaster assistance by the end of March. (See attached PDF for FEMA's monthly report to Congress).

Much of that money, however, is already obligated for storms that took place over the past decade — Katrina, Sandy, etc.

"Please note that there are several hundred disasters that are being funded out of the DFR," he wrote, in an email.

The ice storm of 2013 is the first time for many involved in the business of managing Maine emergencies when a FEMA request for aid has been denied.

And there are more than a few who believe FEMA's policy, which "disallows" factors, such as salt and sand applications, needs reworking.

"It is our feeling that the policy is quite flawed," said Augusta-based Maine Emergency Management Agency spokesman Lynette Miller, on March 24. "It doesn't take into account winter storms."

Moreover, the ice storm failed to qualify as a "record snowfall."

"A record snowfall is one in which the snow totals come within 10 percent or exceed the record snowfall for a county, as documented by NOAA's National Climatic Data Center," said Miller. "That was clearly not the case here. The difficulty we see with this policy is that it lumps 'severe winter storm' under this policy. Section K, Severe Winter Storm Declarations, disallows 'snow removal' unless the State qualifies for 'snow assistance', which would require a record snowfall," said Miller.

Maine can appeal the March 12 denial within 30 days of the FEMA letter receipt. According to Miller, the state is "trying to determine if the appeals process is worth it."

As the state learned of the denial, it circulated the FEMA letter to county emergency management directors and town offices.

"I was disappointed," said Ray Sisk, Knox County's Emergency Management Agency director, whose office is in Rockland. "We had a lot of people working hard to keep things moving in towns."

His colleague, Dale Rowley, Waldo County's EMA director, was of similar sentiment. Was the storm damage in Waldo County during that late December week stretch that significant?

"We thought so," he said.

In one person's assessment, "Nobody got anything except the experience of doing paperwork, again."

In the town of Lincolnville, which was especially hard hit with ice, along with Northport, Hope and Appleton, and where a power outage lasted for at least a week, the denial letter was discouraging. Lincolnville had tallied \$37,750 in debris removal expenses, plus another \$4,188 in protective measures.

"I'd like to believe that the help and the money would be there if we met the criteria for disaster assistance but apparently we did not," said Lincolnville Town Administrator David Kinney.

Maine's request

In early February, the state asked towns and cities to fill out forms identifying damage. Towns that suffered sent their data to the county EMA, and from there, the counties submitted Excel spreadsheets to the state. (*see attached PDF for Maine data*)

Northport estimated it spent \$50,000 on debris removal, trees and bushes that had been coated with ice and blocking roads. That was likewise the case with most Waldo County towns: Liberty spent \$100,000 on removing broken limbs, Stockton Springs, \$75,000. In total, Waldo County reported \$646,403 in public damage. The county's official threshold for applying for damage reimbursement is \$133,812.

Knox County reported similar figures, with \$348,414 spent. Much of that was for debris removal, fire department responses, sand and salt for roads, and shelter expenses. The threshold for Knox County is approximately \$139,000.

Both counties were well above the threshold necessary for submitting aid requests; in fact, the entire state was above the mark required to ask for federal assistance dollars.

In a Feb. 21 letter (*see attached PDF for full text*) to President Obama and FEMA Region One, in Boston, Maine's Gov. LePage cited four pages worth of reasons why help was needed during that period when he declared Maine a state of emergency. The storm delivered up to an inch of ice, and more than 218,000 electricity accounts lost power, affecting more than 500,000 people, and closed hundreds of businesses in the peak pre-Christmas retail period.

Power outages continued through Jan. 1, during extreme cold, and roads remained treacherous. More than 40 shelters and warming centers opened, staffed by volunteers and firefighters, who also conducted door-to-door wellness checks.

Two deaths from carbon monoxide poisoning occurred from improper use of emergency generators, with seven more hospitalizations and even more ambulance calls made for carbon monoxide exposure, the state said.

LePage's letter noted that the public stopped by the shelters, but as is characteristic of hardy Maine residents, they preferred to return home at night, regardless of hardship.

"However, in at least one case, a local fire department staffed its station around the clock to care for one elderly resident who could not remain in her home," the letter said. "This level of care is typical of our small towns."

The state's letter to FEMA referenced per capita costs of the storm, ranging from \$35 Washington County, where a consumer-owned nonprofit utility was knocked out of commission to the tune \$1.8 million in damages, to Stockton Springs and Prospect, with \$20 per capita costs.

"And the costs to all those communities will only rise when debris clearance resumes in the spring," said LePage.

"The cost of this disaster falls on state and local budgets already adversely affected by a nationwide recession," he wrote. "While the state of Maine and Maine communities budget for winter maintenance at the level appropriate to our climate, an event such as the December ice storm requires such a commitment of manpower, equipment and materials it has outstripped those budgets."

Maine's Congressional Delegation, National Weather Service weighs in

U.S. Senators Susan Collins and Angus King, Jr., along with Congressmen Chellie Pingree and Michael Michaud followed Maine's official disaster request with a Feb. 25 letter, bolstering the state's position before FEMA.

They wrote: "The impact was especially severe in Maine's rural and economically challenged areas.... We would also note that this event was not just a snowstorm; it was an ice storm coupled with extreme cold."

They cited Maine's challenging weather and urged FEMA to consider the nature of the storm in determining eligible disaster costs.

Weathermen from the National Weather Service, itself a federal agency, submitted their own meteorological analysis of the ice storm in the state's disaster request.

"During the period of Dec. 21-23, northern areas saw up to 10 inches of snow and sleet with many southern areas seeing from one-half to three-quarters inches of ice accretion," wrote John Jensenius and Todd Foisy. "A few spots reported about one inch of ice. The weight of the ice and later the weight of ice and snow resulted in falling debris, which caused scattered to widespread power outages across the state."

They also said in their report: "A major winter storm affected the state of Maine from Dec. 21 to Jan. 6," citing mixed precipitation, subfreezing temperatures, freezing rain, snow, sleet, which resulted in ice remaining on trees for a prolonged period of time. They also said a series of storms deposited more snow, which hampered clean-up efforts, added weight to branches, and resulted in more power outages."

The process

When a state applies to FEMA for disaster relief it includes data from all the towns. Then, FEMA conducts a public assistance assessment by phone or with site visits.

"After the ice storms, the state of Maine invited FEMA officials to come into the state to assist the state with the assessments of damages by way of the Preliminary Damage Assessment (PDA) teams made up of state and federal officials," said Killion. "At the direction of the state of Maine, FEMA and the state officials visited the electrical COOP [Washington County], and also at the direction of the state of Maine, they had FEMA and state officials review Category B: Emergency Protective Measures damages from Maine's communities (Category B, which is a review of damages/funds that were spent by communities to combat the effects of the ice storms on the communities).

"Category B damages are not always seen because they are costs associated with things that communities did and spent as a result of the ice storms. A lot of the damages submitted to FEMA by the state for the ice storms were Category B damages."

Killion said those Category B measures are measures taken by communities and include warning devices (barricades, signs and announcements), search and rescue, police and guards, sandbagging, shelters and emergency care, emergency repairs and demolition, and removal of health and safety hazards.

"So, at the direction of the state, damages were reviewed in person and by reviewing the Category B damages/costs submitted by communities in Maine," he said.

The state MEMA paperwork, however, indicates FEMA suggested no site visits.

"The Public Assistance PDA was conducted primarily by a telephone/email survey of communities and affected agencies and associated document review, with no site visits, according to FEMA recommendation with which the state concurred."

Policy going forward

With Maine's taxpayers now expected to shoulder the costs of the ice storm through property taxes (as opposed to federal income taxes), county and state EMAs are hoping that FEMA reviews its policy, written in 2009, concerning winter storms and snowfall amounts.

Knox County's EMA Director Ray Sisk hopes Maine's denial "puts sand under tires to move the conversation forward."

The state's EMA spokesman Lynette Miller said FEMA's existing policy fails to take into account the ice storms, which can be "more dangerous for northern states, with low temperatures and power outages."

Those "opposite circumstances" are unique to northern states, and can be more hazardous to public welfare than blizzards.

And Dale Rowley, Waldo County's EMA director, said it is unlikely that if FEMA's rules were in effect back in the extremely devastating ice storm of 1998, that Maine would have received nothing in aid from the federal government.

FEMA reviews all of its policies on a year basis, said Killion, at FEMA's Boston office.

"The state of FEMA considers all the impacts from an event to determine if the event is beyond the state and local government capabilities to respond and recover," he said. "Please note, that is not anticipated that all occurrences will result in the requirement for federal assistance."

For the Mainers who plodded through the string of snow storms, ice storm, freezing temperatures, the denial by FEMA is just one more disappointment of a long, hard winter. No towns will be broken by the costs of storm cleanup, but at town meetings questions will likely be raised about storm expenditures.

"While the state of Maine and Maine communities budget for winter maintenance at the level appropriate to our climate, an event such as the December ice storm requires such a commitment of manpower, equipment and materials that it has outstripped those budgets," write LePage.

That, in turn, leads to deferral of other public works projects, which can be considered essential to local infrastructure, employment, and the local economy.

Related stories:

- **Waldo County EMA director seeking individual ice storm impacts for disaster declaration application** (<http://www.penbaypilot.com/article/waldo-county-ema-director-seeking-individual-ice-storm-impacts-disaster-declaration/26271>)
- **Snow-packed Waldoboro driveway hinders firefighters' attempt to save home** (<http://www.penbaypilot.com/article/snow-packed-waldoboro-driveway-hinders-firefighters-attempt-save-home/26244>)
- **Red Cross provides comfort, cots to those in need** (<http://www.penbaypilot.com/article/red-cross-provides-comfort-cots-those-need/26225>)
- **UPDATED: CMP crews restore power to more than 100,000 customers as ice storm recovery continues** (<http://www.penbaypilot.com/article/updated-cmp-crews-restore-power-more-100000-customers-ice-storm-recovery-continues/26220>)
- **Snow in the forecast: Iced-up Midcoast to get the most** (<http://www.penbaypilot.com/article/snow-forecast-iced-midcoast-get-most/26179>)
- **Christmas Eve fire destroys garage at Lincolnville home** (<http://www.penbaypilot.com/article/christmas-eve-fire-destroys-garage-lincolnville-home/26177>)
- **Central Maine Power issues power restoration update, 7 p.m., Christmas Eve** (<http://www.penbaypilot.com/article/central-maine-power-issues-power-restoration-update-7-pm-christmas-eve/26175>)
- **Storm damage lingers with extensive power outages; Waldo and Knox county shelters, warming centers open** (<http://www.penbaypilot.com/article/storm-damage-lingers-extensive-power-outages-waldo-and-knox-county-shelters-warming-centers-open/26147>)
- **UPDATE: Belfast, Lincolnville called to help battle overnight house fire in Northport** (<http://www.penbaypilot.com/article/update-belfast-lincolnville-called-help-battle-overnight-house-fire-northport/26129>)
- **UPDATE - Fire heavily damages Union home; family says cat knocked over a candle** (<http://www.penbaypilot.com/article/update-fire-heavily-damages-union-home-family-says-cat-knocked-over-candle/26123>)
- **Waldo County EMA, Red Cross shelter open at Troy Howard Middle School** (<http://www.penbaypilot.com/article/waldo-county-ema-red-cross-shelter-open-troy-howard-middle-school/26119>)
- **UPDATED - Storm closings and cancellations; Ice storm warning extended to 7 p.m.** (<http://www.penbaypilot.com/article/updated-storm-closings-and-cancellations-ice-storm-warning-extended-7-pm/26103>)
- **UPDATED: Lincolnville bearing brunt of power outage, trees falling onto wires, into roads** (<http://www.penbaypilot.com/article/updated-lincolnville-bearing-brunt-power-outage-trees-falling-wires-roads/26023>)
- **It's icy out there, be careful** (<http://www.penbaypilot.com/article/its-icy-out-there-be-careful/26017>)
- **UPDATED: Ice storm warning - Freezing rain on snow, make way for a big mess** (<http://www.penbaypilot.com/article/updated-ice-storm-warning-freezing-rain-snow-make-way-big-mess/25954>)



Disaster Declarations for Maine

DISASTER TYPE

[View all disasters by State/Tribal Government](#)

Download this data:

Major Disaster Declarations

Number	Date	State/Tribal Government	Incident Description
4108	03/25/2013	Maine	Winter Storm, Snow Storm, Flooding
4032	09/13/2011	Maine	Tropical Storm Irene
1953	02/01/2011	Maine	Severe Storms And Flooding
1920	07/01/2010	Maine	Severe Storms and Flooding
1891	03/25/2010	Maine	Severe Winter Storms and Flooding
1852	07/30/2009	Maine	Severe Storms, Flooding, and Landslides
1815	01/09/2009	Maine	Severe Winter Storm and Flooding
1788	09/09/2008	Maine	Severe Storms, Flooding, and Tornadoes
1755	05/09/2008	Maine	Severe Storms and Flooding
1716	08/08/2007	Maine	Severe Storms and Flooding
1693	04/25/2007	Maine	Severe Storms and Inland and Coastal Flooding
1691	04/20/2007	Maine	Flooding
1644	05/25/2006	Maine	Severe Storms and Flooding
1591	06/29/2005	Maine	

FEMA Declared Disaster's
Town of York

DR#	Date Occurred	Type Storm	Damage – FEMA	Damage – FHA
3209	April/May 2005	Fresh Water Flooding	\$ 160,400.00	
1644	May 2006 – Mothers Day	Fresh Water Flooding	\$1,449,375.53	\$2,582,377.43
1693	April 2007 – Patriots Day	Coastal Storm	\$1,066,364.56	\$ 619,174.53
1788	July/August 2008	Fresh Water Flooding	\$ 133,380.27	
1815	December 2008	Ice Storm	\$ 304,288.65	
1891	February 2009	Fresh Water Flooding/Wind Damage	\$ 525,647.95	
1920	March 2010	Flooding/Wind Damage	\$ 376,442.40	
4032	August 2011	Tropical Storm Irene	\$ 55,944.00	
4108	February 2013	Blizzard and Coastal Flood Event	\$ 239,920.35	



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 8, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session	
Subject: Parking Agreement with York's Wild Kingdom for 2014	

TO: Board of Selectmen
FROM: Robert G. Yandow, Town Manager
RECOMMENDATION: Approve Parking Agreement for 2014
PROPOSED MOTION: I move to authorize the Town Manager to enter into a parking agreement with York's Wild Kingdom for use of an unimproved parking area owned by the Town of York and located adjacent to the York Wild Kingdom access road.

Discussion: Please see the attached parking agreement for 2014. The agreement is identical to the past few years with the exception of the change in dates.

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

Prepared By: Robert G. Yandow Reviewed By: _____

PARKING AGREEMENT

This Agreement is made and entered into by and between the **Inhabitants of the Town of York, Maine**, a Maine municipality hereinafter referred to as "Town" and **York's Wild Kingdom, Inc.**, a Maine business corporation doing business in York, Maine hereinafter referred to as "Wild Kingdom". In consideration of the mutual covenants contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. PARKING AREA. Town does hereby grant permission to the Wild Kingdom to park its patrons' vehicles in the area designated as "Parking Area" on the sketch attached hereto as Exhibit A, said area hereinafter referred to as "Parking Area".

2. TERM OF AGREEMENT. This Agreement is for a period of approximately four (4) months commencing as of

3. May 24, 2014 and continuing until September 30, 2014.

4. FEE. The total fee for such use shall be a total of Six Thousand Dollars (\$6,000.00) payable on or before July 1, 2014.

5. CONDITION OF PARKING AREA / LEASEHOLD IMPROVEMENTS. Wild Kingdom agrees to accept the Parking Area in "as is" condition without representation or warranty by Town as to the condition.

6. USE BY OTHERS. Wild Kingdom shall not assign any part or whole of the Parking Area nor permit the Parking Area to be occupied by invitees other than patrons for a period longer than a temporary daily visit. Any persons occupying the Parking Area except as specified herein shall be considered to be trespassing and loitering.

7. INSPECTION AND USE. The Town and/or its agents, may, with reasonable notice, enter to view, show and make any repairs or inspection of the Parking Area, and to otherwise use the Parking Area so long as it does not interfere with use by Wild Kingdom for its patrons' parking. The Town shall have the right of immediate entry without notice in the event of any emergency or if the Wild Kingdom fails to comply with terms and conditions hereof.

8. INDEMNIFICATION. The Wild Kingdom agrees to indemnify and hold Town harmless from any and all damage, loss, claims or expenses which are asserted against Town, directly or indirectly, by virtue of or related to use or condition of the Parking Area. Wild Kingdom agrees to immediately report any condition of the Parking Area for which they are not responsible and which could result in damage to persons or property. Any damage to personal property on the Parking Area shall be at the sole risk of the Wild Kingdom. Wild Kingdom agrees to indemnify and hold Town harmless for any damage to the real estate or Parking Area occurring by virtue of

8. USE OF THE PARKING AREA. Neither the Wild Kingdom nor its invitees, visitors, customers, agents or employees shall make any unlawful, noisy, or otherwise offensive use of the Parking Area, nor commit any nor permit any nuisance to exist thereon, nor cause damage to the Parking Area, nor create any substantial interference with the rights, comfort, safety or enjoyment of the Town or occupants of other land, nor make any use whatsoever thereof other than as and for a parking area.

9. ALTERATIONS AND SIGNS.

- a. Wild Kingdom shall not make or cause to be made any alterations, additions or improvements or make any changes to the Parking Area.
- b. The Wild Kingdom shall be limited to one (1) sign at the Parking Area to be placed in a location specified by the Town, and shall be in compliance with all applicable zoning regulations and state laws. Wild Kingdoms shall be responsible for any and all costs relating to the placement of the sign, including any fees relating to the compliance of said zoning regulations.
- c. Upon the expiration or termination of this Agreement, Wild Kingdom shall remove any such permitted alterations, decorations, signs, fixtures, additions and improvements and restore the Parking Area.

10. GOVERNMENTAL REGULATIONS. Wild Kingdom shall faithfully observe in its use of the Parking Area all laws, ordinances, regulations at the local, state, or federal level which apply to the Parking Area.

11. INSURANCE.

- a. Wild Kingdom shall maintain a policy of Comprehensive General Liability insurance insuring Wild Kingdom as well as the Town as an additional insured, said policy to be in such amounts and with such companies as shall from time to time be satisfactory to Town.
- b. In addition to the insurance required under subparagraph (a) of this Paragraph, Wild Kingdom shall maintain insurance against such other hazards as Town may from time to time reasonably require.
- c. Wild Kingdom shall provide Town with Certificates of Insurance evidencing the existence of the policy(ies) and terms and conditions thereof. Said policies shall, at Town's discretion, name Town as loss payee or additional insured.

12. DAMAGE, DESTRUCTION, OR EMINENT DOMAIN. In the event that the Parking Area, or any part thereof, shall be substantially destroyed, damaged, or taken by eminent domain, such that the Parking Area, in the opinion of Town, are rendered not useable for parking, then

Town may at its sole option terminate this Agreement upon written notice and the rent shall be pro-rated as of that date, and the parties shall be without further recourse against each other.

13. MISCELLANEOUS. The waiver by Town of any breach of any term or condition hereof shall not be deemed a waiver of any such term or condition upon subsequent breach of the same. Any notice required hereunder may be delivered in person or mailed postage prepaid to the addresses listed at the end hereof. This Agreement shall not be recorded. If any portion of this Agreement shall be deemed invalid or unenforceable, it shall not thereby affect the validity and enforceability of the remaining provisions hereof, and, in that event, Wild Kingdom agrees that Town shall not be liable to Wild Kingdom for any damages by virtue of including said provision in this Agreement. This Agreement constitutes the entire agreement between the parties and all discussions or prior understandings are merged herein. This Agreement can be modified only by written instrument executed by both parties. This Agreement is binding upon and shall inure to the benefit of any successors in interest or heirs of the parties. This agreement shall be governed by and construed in accordance with the laws of Maine. Both parties acknowledge that they have had an opportunity to have this Agreement reviewed by their own independent, professional advisors.

IN WITNESS WHEREOF, the undersigned parties have caused this instrument to be executed below as of May 12, 2014.

INHABITANTS OF THE TOWN OF YORK
("Town")

Witness

By: _____
Robert Yandow, Town Manager

YORK'S WILD KINGDOM, INC.
("Wild Kingdom")

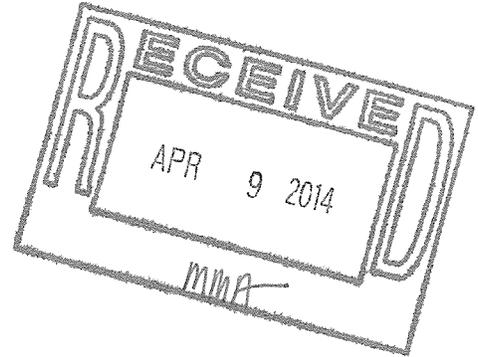
Witness

By: _____
Print Name:
Title:
Address:

11 Pinecrest Drive
York, ME 03909
April 8, 2014

To: Mr. Ronald Nowell, Chairman
Board of Selectpersons
York, ME 03909

From: Jorge A. Larenas
Ruth A. Larenas



Subject: Petition to eliminate the paper road right-of-way on property,
11 Pinecrest Drive, as recorded on Subdivision 1, Book 104, Page 3, Map 0080, Lot 0006F.
Property owners: Jorge Larenas and Ruth Larenas.
Attachments: Subdivision map, 11 Pinecrest layout of parcel, Findings of Fact dated 9/11/08

Dear Mr. Nowell,

We are formally requesting that the Town of York Board of Selectpersons sign and grant a Consent Agreement eliminating the Town's right-of-way to the paper road contained on the owner's lot. This is with the understanding that the owners' right-of-way begins and ends on their property. The attached property map shows the paper road, and details its layout. The original subdivision has been completed and this portion of the road is what's left.

Criteria to justify taking requested action:

- We as owners have been before the Planning Board which voted to dissolve the paper right-of-way. (Attachment: Minutes and Findings of Fact dated 9-11-2008)
- Based upon the Planning Board's authority, we applied for and received a building permit for the home which was completed in 2011. We have been unable to sell the house for the past three years due to the paper road problem.

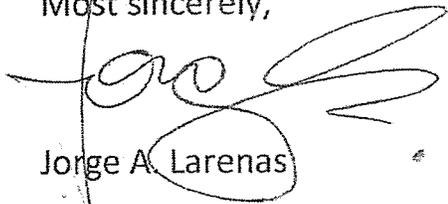
- The attorney for First American Title Insurance Company stated that the Town of York still has the authority to build out the road and they only have the authority to eliminate it.
- The owners have had two tentative purchasers. Each was refused a loan based upon the paper road encumbrance as stated by the title company.

The property is listed in the *Extended Deadline of Automatic vacation of Proposed but Unaccepted Ways*, dated September 23, 1997. At that time, it was decided by the Town of York Selectmen not to automatically dissolve all paper roads but rather to extend their existence for an additional twenty years, until 2017. This decision was signed by the Board of Selectpersons. We have been advised that current Board has the authority to reverse that Statue 23, M.R.S.A. 3032 for the subject property.

The we feel that the Town has an obligation to assist us in clearing the title restrictions by eliminating the Town's right to build the road based upon the actions and/or inactions of the CEO and the Planning Board. We were mistakenly misdirected regarding the actions necessary to dissolve the right-of-way in question. The result has resulted in a difficult and expensive hardship for us.

We respectfully request that you present this Consent Agreement to dissolve the paper road so the entire Board can take action on our behalf.

Most sincerely,



Jorge A. Larenas



Ruth A. Arenas

Cc: Kinley Gregg Selectmen

Mary Andrews Selectmen

Scott Fiorentino Selectmen

Torbert Macdonald Selectmen

Robert G. Yandow Town Manager

Steve Burns Community Development Director

CONSENT AGREEMENT

This petition has been filed with the Town of York Selectmen to vacate all rights to the following right of way as shown upon a Subdivision plan of Louise Fahey of Scotland Bridge Road, York, Maine and recorded in the York County Registry of Deeds at Book 104 page 3. The owners, Jorge Larenas and Ruth Larenas of Lot 192 (11 Pinecrest Drive), purchased the property on October 27, 2006. In addition, they purchased an adjacent section of land to place their septic system with all rights to the other half of the right of way from Florence Fletcher lot 193 south of their property. The following signatures confirm this action to vacate the subject right way. This document will be register at the York County Registry of Deeds in Alfred.

Town of York Selectmen

Ronald Nowell Chairman

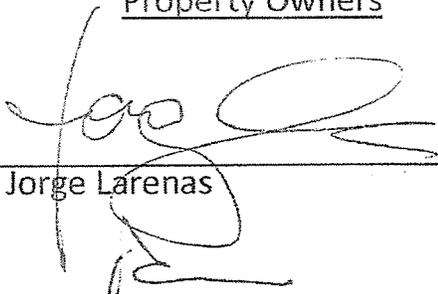
Kinley Gregg Vice Chairman

Mary Andrews Selectmen

Scott Fiorentino Selectmen

Torbert Macdonald Selectmen

Property Owners



Jorge Larenas

Ruth Larenas

Town of York Planning Board

Findings of Fact

Jorge & Ruth Larenas

Map/Lot: #0080/0006-F

#11 Pinecrest Drive

Zoning District: GEN-1

Lot Line Adjustment and Right of Way Dissolve

1. **PROJECT DESCRIPTION** – The applicant, Jorge & Ruth Larenas proposes to dissolve an unbuild right of way on an approved subdivision plan. The applicant has submitted the original 1979 subdivision plan formed by Louis P. Faney, a site plan detailing the proposed changes to the approved plan dated June 5, 2008, a quitclaim deed dated December 19, 2007, and title research on the road in question.
2. **FINDINGS**- In its review of the application, the Planning Board determined the application was in compliance with the Town's Zoning Ordinance and Site Plan and Subdivision Regulations.
3. **PLANNING BOARD ACTIONS** - At its meeting on September 11, 2008, the Planning Board met with the applicant, determined that the public hearing was duly noted, and conducted a public hearing on the application. The Board determined the application as complete.
4. **PLANNING BOARD DECISION**- At its meeting on September 11, 2008 the Planning Board voted to approve the application.

9/15/08

DATE



Tom Menzi, Chairman, York Planning Board

Subdivision MAP

7235 118



X shows subject property in Subdivision



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: York Elk's Yard Sale	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the "York Elk's Yard Sale" event on Saturday, Sunday and Monday, May 24-26, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "York Elk's Yard Sale" event on Saturday, Sunday and Monday, May 24-26, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert H. Gannon



Rec'd 4/28/14
MMF

Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/23/14

Name of Event: Yard Sale

Type of Event: Yard Sale + Fish fry / barbecue

Organization Name: York Elks 2788 Phone #: 207-361-2788

Organization Address: 1704 Rt. 1 City York State: ME Zip: 03909

Applicant Name: Tom Veronesi, Exalted Ruler Phone #: 860 550 3925

Applicant Address: 35 Skyline Circle City: Wells State: ME Zip: 04090

Contact Name for Day of Event: Rebecca Villetta Contact Phone # 207-361-2788

Date of Event: May 24, 25, 26 Day of Week: Sat., Sun., Mon

Starting Time: 8:00 a.m. Ending Time: 5:00 p.m.

Assembly Area: Elks Yard

Dispersal Area: Elks Yard

Event Route: DNA

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
100-150

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

3-4 Signs on property near entrance

Describe how group is organized and supervised to insure order: _____

Under auspices of committee and Lodge Officers + Members

Purpose of the Event: Fund-raising

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Thomas Veronesi

For Town Use Only

Reviewed by:

Department

Initials

Police Department	<u>Szeniawski</u>	<u>05-08-2014</u>
Public Works	<u>Lessard</u>	<u>04-29-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>04-30-2014</u>
Village Fire	<u>Apgar</u>	<u>04-30-2014</u>
York Beach Fire	<u>Bridges</u>	<u>05-01-2014</u>
Code Enforcement	<u>Burns</u>	<u>05-01-2014</u>
York Ambulance	<u>Prince</u>	<u>04-30-2014</u>

Special Conditions:

Police: Will require shoulders of Route One to be posted "No Parking" in the area as part of the safety and security plan. Organizers need to have an assigned person to parking and traffic flow on the property.

Any Questions: Lieutenant Charlie Szeniaowski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: Charles J. Szeniewski
Sent: Thursday, May 08, 2014 7:18 PM
To: Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Cc: Owen T. Davis
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

The Police Department will require the shoulders of Rt 1 to be posted no parking in the area we will have that done a safety and security plan will be developed. The organizers need to have an assigned person to parking and traffic flow on the property.

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:26 PM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: Special Event Permit: Elks Lodge Yard Sale

Attached is a Special Event Permit Application for the Elks Lodge Yard Sale on May 24, 2014.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Thursday, May 01, 2014 10:40 AM
To: Melissa M. Avery; Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Ellen Prince; David K. Bridges; David Apgar
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

Missy,

I have no code issues with this as a one-time event/fund-raiser for a non-profit. If they want to go for a regular weekly flea market then we have a different matter on our hands.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:26 PM
To: Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: Special Event Permit: Elks Lodge Yard Sale

Attached is a Special Event Permit Application for the Elks Lodge Yard Sale on May 24, 2014.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David Apgar
Sent: Wednesday, April 30, 2014 2:54 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

Village fire approval.

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

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:25 PM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: Special Event Permit: Elks Lodge Yard Sale

Attached is a Special Event Permit Application for the Elks Lodge Yard Sale on May 24, 2014.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, April 30, 2014 2:37 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: Elks Lodge Yard Sale

Fine with York Ambulance.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Tue, Apr 29, 2014 at 1:26 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

My apologies, it is May 24-26, not just the 24th.

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: Michael J. Sullivan
Sent: Wednesday, April 30, 2014 2:22 PM
To: Melissa M. Avery; Charles J. Szeniewski; Dean Lessard; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

Parks and Recreation has no issues with this event.

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:26 PM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: Special Event Permit: Elks Lodge Yard Sale

Attached is a Special Event Permit Application for the Elks Lodge Yard Sale on May 24, 2014.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Dean Lessard
Sent: Tuesday, April 29, 2014 6:03 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Dean

Dean A. Lessard, P.E. | Director of Public Works

Town of York, Maine

186 York Street | York, Maine 03909

Phone: (207) 363-1010, Ext. 6201

Fax: (207) 363-1012

E-Mail: dlessard@yorkmaine.org

Online: www.yorkmaine.org

Follow us!

Facebook: www.facebook.com/YorkMainePublicWorks

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:26 PM
To: Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: Special Event Permit: Elks Lodge Yard Sale

Attached is a Special Event Permit Application for the Elks Lodge Yard Sale on May 24, 2014.

Please let me know when you've had a chance to review!

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 01, 2014 9:33 PM
To: Melissa M. Avery; Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

I don't have a problem with this event. Dave

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:26 PM
To: Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: RE: Special Event Permit: Elks Lodge Yard Sale

My apologies, it is May 24-26, not just the 24th.

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Tuesday, April 29, 2014 1:26 PM
To: Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David K. Bridges; David Apgar
Subject: Special Event Permit: Elks Lodge Yard Sale

Attached is a Special Event Permit Application for the Elks Lodge Yard Sale on May 24, 2014.

Please let me know when you've had a chance to review!

Thank you!

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: Four on the Fourth Road Race	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "Four on the Fourth Road Race" event on Friday, July 4, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "Parks and Recreation Department's "Four on the Fourth Road Race" event on Friday, July 4, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert H. Gandon



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/28/14
Name of Event: Four on the Fourth Road Race
Type of Event: 4mi Road Race
Organization Name: York Parks & Recreation Phone #: 363-1040
Organization Address: 186 York Street City: York State: ME Zip: 03909
Applicant Name: Robin Cogger / Ryan Avery Phone #: 363-1040
Applicant Address: Same City: _____ State: _____ Zip: _____
Contact Name for Day of Event: Robin / Ryan Contact Phone # 752-1085 / 450-1988
Date of Event: July 4, 14 Day of Week: Friday
Starting Time: 8:00 am Ending Time: 11:00 am
Assembly Area: York High School
Dispersal Area: York High School
Event Route: application/map attached

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
race is limited to 1200 runners.

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

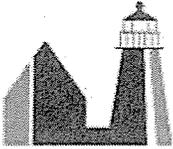
up to, but no more than, 1200 runners w/ road marshals on roadway

Describe how group is organized and supervised to insure order: York Parks & Rec. staff with volunteers and support from lifeguard, York PD & ambulance staff.

Purpose of the Event: community event - 4th of July collaboration with

The above information is true to the best of my knowledge and belief. York Rotary Club.

Signature of Applicant: Robin L Cogger - for York Parks & Recreation Dept.

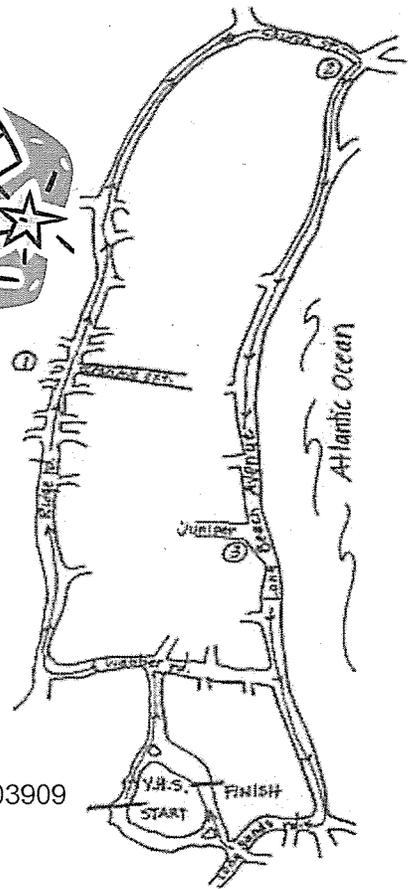


Town of York Inc. 3652

York Rotary in conjunction with York Parks & Recreation Department presents . . .

The Thirty-Fifth Annual

FOUR ON THE 4TH



NO DOGS PLEASE for their safety and ours

Date: Friday, July 4, 2014
Start at: York High School, York, ME
8:00 a.m. 4 Mile USATF - Certified Road Race
1 Mile (free) FUN RUN immediately following 4 mile race
Entry Fee: Mail-in Pre-registration - \$25
On-line Pre-registration - \$27 (includes all fees)
Race Day Registration - \$30, space permitting
Info: Registration opens at 6:00 a.m. and closes at 7:45 a.m.
T-Shirts to anyone registered before June 4th, 2014
Visit our website at www.yorkmaine.org
Limited to 1,200 runners.

PRE-REGISTRATION DEADLINE IS JULY 1st. ANYONE WANTING TO REGISTER AFTER THAT MUST REGISTER ON RACE DAY.

DIRECTIONS TO YORK HIGH SCHOOL - 1 Robert Stevens Dr., York ME 03909
From I-95: take the York Exit, bear right at the lights onto Route 1. Travel to the top of the hill and take a left at the lights onto Route 1A. Travel one mile to the monument and bear left. Travel six-tenths of a mile and turn right onto Long Sands Road. York High School is seven-tenths of a mile on the left.

Cash prizes of \$100 awarded to the overall winners. Prizes to 1st, 2nd and 3rd place in each division. Race includes water, splits, professional chip timing, and Police.

HOSPITAL

Tee Shirt Size

S M L XL

- Cotton
Wickaway

Table with columns for gender (MEN, WOMEN) and age groups (12 & Under, 13-17, 18-29, 30-39, 40-49, 50-54, 55-59, 60-64, 65-69, 70 & Over, Walking, Race Walk, Wheelchair).

Make checks payable to:

YORK ROTARY CLUB

Mail Application to:
York Parks & Recreation Department
186 York St., York, ME 03909

For information, call the York Parks & Recreation Department at 363-1040.

FOUR ON THE 4TH

Registration Form - Please Print Clearly

Name:
Address:
Town: State: Zip:
Sex: Age: Telephone:
Email Address:

WAIVER *must be signed

In signing this entry, I for myself, my heirs, executors and administrators, release the manager of the race, all sponsors and promoters, the Town of York, for any and all liability in case of death or injury received during participation in this race. In the case of a minor, this entry must be signed by a parent or guardian of entrant.

Signature

Parent/Guardian

Visit our website at www.yorkmaine.org or visit www.running4free.com

For Town Use Only

Reviewed by:

<u>Department</u>	<u>Initials</u>	
Police Department	<u>Szeniawski</u>	<u>05-09-2014</u>
Public Works	<u>Lessard</u>	<u>05-08-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>05-08-2014</u>
Village Fire	<u>Apgar</u>	<u>05-07-2014</u>
York Beach Fire	<u>Bridges</u>	<u>05-09-2014</u>
Code Enforcement	<u>Burns</u>	<u>05-07-2014</u>
York Ambulance	<u>Prince</u>	<u>05-07-2014</u>

Special Conditions:

Police: Will require a detail officer.

Any Questions: Lieutenant Charlie Szeniaowski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: Charles J. Szeniaowski
Sent: Friday, May 09, 2014 9:15 AM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Four on the Fourth

Yes we are .Detail officer is required and rec is aware

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: "Melissa M. Avery"
Date: 05/09/2014 08:02 (GMT-05:00)
To: "Charles J. Szeniaowski"
Subject: FW: Special Event Permit: Four on the Fourth

Are you all set with this one Lieutenant?

Thanks!!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski (cszeniaowski@yorkpolice.org); Dave Apgar; Dave Bridges; Dean Lessard (dlessard@yorkmaine.org); Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan (msullivan@yorkmaine.org); Stephen H. Burns (sburns@yorkmaine.org)
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:28 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Four on the Fourth

Village Fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:39 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Four on the Fourth

Missy,

I have no code concerns with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:19 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:31 PM
To: Melissa M. Avery
Cc: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: Four on the Fourth

York Ambulance will be at this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:19 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: Dean Lessard
Sent: Thursday, May 08, 2014 7:53 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: Four on the Fourth

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Thanks
Dean

Sent from my iPhone

On May 7, 2014, at 1:19 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<Four on the Fourth.pdf>

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.

Melissa M. Avery

From: David K. Bridges
Sent: Friday, May 09, 2014 12:16 PM
To: Melissa M. Avery
Cc: David K. Bridges
Subject: Re: Special Event Permit: Four on the Fourth

I believe the new procedures should be fine. Dave

Sent from my iPhone. Dave

On May 9, 2014, at 8:02 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Are you all set with this one Dave?

Thanks!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski (cszeniaowski@yorkpolice.org); Dave Apgar; Dave Bridges; Dean Lessard (dlessard@yorkmaine.org); Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan (msullivan@yorkmaine.org); Stephen H. Burns (sburns@yorkmaine.org)
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: Amidon Family Dentistry York Days 5K	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "Amidon Family Dentistry York Days 5K" event on Sunday, July 27, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "Amidon Family Dentistry York Days 5K" event on Sunday, July 27, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert S. Gandon



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/28/14

Name of Event: Amidon Family Dentistry York Days 5K

Type of Event: 5K Road Race

Organization Name: York Parks & Recreation Phone #: 303-1040

Organization Address: 186 York St. City: York State: ME Zip: 03909

Applicant Name: Robin Cogger / Ryan Avery Phone #: 303-1040

Applicant Address: Same City: _____ State: _____ Zip: _____

Contact Name for Day of Event: Robin / Ryan Contact Phone # 752-1605 / 450-1988

Date of Event: July 27, 14 Day of Week: Sunday

Starting Time: 8:00am Ending Time: 11:00am

Assembly Area: York High School

Dispersal Area: York High School

Event Route: application / map attached

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
Race is limited to 1200 runners.

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

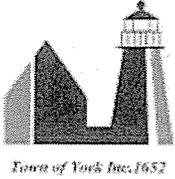
up to, but no more than, 1200 runners w/ road marshals on course

Describe how group is organized and supervised to insure order: York Parks & Rec. staff w/ volunteers and support from York PD, Lifeguard & ambulance staff

Purpose of the Event: community road race event - part of York Days.

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Robin L Cogger - for York Parks & Recreation Dept.



York Parks and Recreation Department Presents . . .
THE THIRTY-FIRST ANNUAL



AMIDON FAMILY DENTISTRY

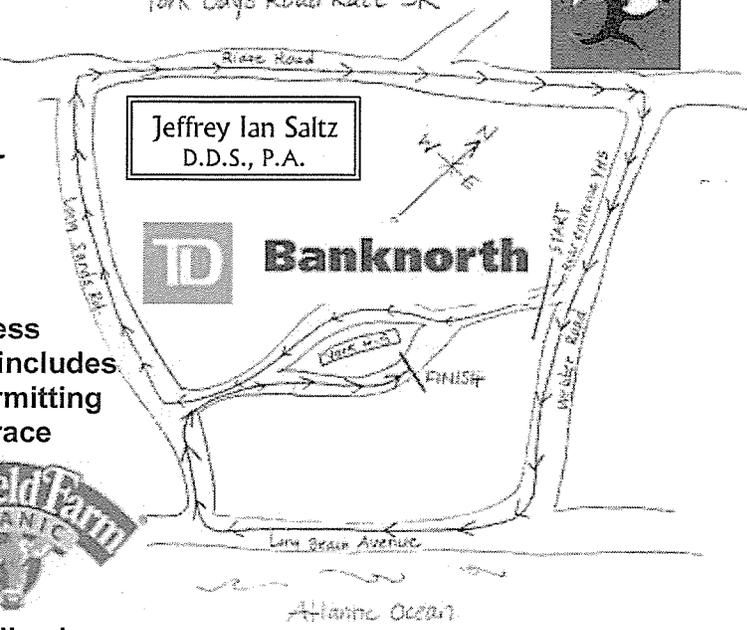
YORK DAYS

York Days Road Race 5K



ROADRACE

Date: Sunday, July 27, 2014
Time: 8:00 a.m.
Location: York High School, York, ME
Course: 5K Certified by the Athletics Congress
Entry Fee: \$25 mail-in registration/\$27 online (includes all fees) or \$30 Race Day, space permitting
Info: Registration opens at 6:00 a.m. on race day and closes at 7:45 a.m.
 Race starts at 8:00 a.m.
 Limited to 1,200 runners
 T-shirts to anyone
 Registered by July 1st



FREE! 12 & Under Fun Run immediately following

PRE-REGISTRATION DEADLINE IS JULY 24th

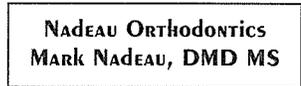
ANYONE WANTING TO REGISTER AFTER THAT MUST REGISTER ON RACE DAY.

DIRECTIONS TO YORK HIGH SCHOOL – 1 Robert Stevens Dr., York, ME 03909

From I-95: take the York Exit, bear right at the lights onto Rte. 1. Travel to the top of a hill and take a left at the lights onto Rte 1A. Travel one mile to the monument and bear left. Travel six-tenths of a mile and turn right onto Long Sands Road. York High School is seven-tenths of a mile on the left.

Cash prize to overall male and female. First, 2nd & 3rd place prizes to division winners. Race includes water, mile markers, professional chip timing, police and ambulance.

NO DOGS PLEASE for their safety and ours



PROCEEDS BENEFIT YORK PARKS & RECREATION YOUTH PROGRAMS

Road Race Division

	12 & Under	13 - 17	18 - 29	30 - 39	40 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 - 79	80 & Up	Walking	Race Walking	Wheelchair
MEN	<input type="checkbox"/>													
WOMEN	<input type="checkbox"/>													

(Fun Run registration not required)

Tee Shirt Size

S M L XL

Make checks payable to:
York Parks and Recreation

Mail application to:
York Parks & Recreation Department
186 York St., York, ME 03909

For information on applications,
call the York Parks & Recreation
Department at 363-1040 Mon – Fri
8:30 a.m. to 4:30 p.m.

"YORK DAY ROAD RACE" REGISTRATION FORM

Please Print Clearly

Name: _____
 Address: _____
 Town: _____ State: _____ Zip: _____
 Sex: _____ Age: _____ Telephone: _____
 Email Address: _____

WAIVER *must be signed

In signing this entry, I for myself, my heirs, executors and administrators, release the manager of the race, all sponsors and promoters, the Town of York, for any and all liability in case of death or injury received during participation in this race. In the case of a minor, this entry must be signed by a parent or guardian of entrant.

Signature _____

Parent/Guardian _____

Visit our WEBSITE www.yorkmaine.org or www.running4free.com

For Town Use Only

Reviewed by:

<u>Department</u>	<u>Initials</u>	
Police Department	<u>Szeniawski</u>	<u>05-08-2014</u>
Public Works	<u>Lessard</u>	<u>05-08-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>05-08-2014</u>
Village Fire	<u>Apgar</u>	<u>05-07-2014</u>
York Beach Fire	<u>Bridges</u>	<u>05-08-2014</u>
Code Enforcement	<u>Burns</u>	<u>05-07-2014</u>
York Ambulance	<u>Prince</u>	<u>05-07-2014</u>

Special Conditions:

Police: Will have the safety and security plan as discussed implemented _____

Any Questions: Lieutenant Charlie Szeniaowski (207) 363-1031 _____

Town Manager

Date

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:27 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Days 5K

Village Fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:20 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Amidon Family Dentistry York Days 5K* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:40 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Days 5K

Missy,

Except for the use of metric rather than standard units, I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:20 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Amidon Family Dentistry York Days 5K* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:31 PM
To: Melissa M. Avery
Cc: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: York Days 5K

York Ambulance will be at this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:20 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Amidon Family Dentistry York Days 5K* on July 27, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: Charles J. Szeniawski
Sent: Thursday, May 08, 2014 7:25 PM
To: Melissa M. Avery; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: Owen T. Davis
Subject: RE: Special Event Permit: York Days 5K

Police department will approve with a detail officer assigned and other staff participating as discussed at the organizational meeting. A safety and security plan will be implemented

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:20 PM
To: Charles J. Szeniawski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Amidon Family Dentistry York Days 5K* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 08, 2014 9:31 PM
To: Melissa M. Avery; Charles J. Szeniawski; David Apgar; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: David K. Bridges
Subject: RE: Special Event Permit: York Days 5K

I believe the police have this event well covered so I don't have any problems with it. Dave

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:20 PM
To: Charles J. Szeniawski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Amidon Family Dentistry York Days 5K* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Dean Lessard
Sent: Thursday, May 08, 2014 7:35 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: York Days 5K

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Thanks

Dean

Sent from my iPhone

On May 7, 2014, at 1:20 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Amidon Family Dentistry York Days 5K* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<York Days 5K.pdf>

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.

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniaewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: York Days Craft Fair	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "York Days Craft Fair" event on Saturday and Sunday, August 2 and 3, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "York Days Craft Fair" event on Saturday and Sunday, August 2 and 3, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert H. Gandon



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/28/14

Name of Event: YORK Days Craft Fair

Type of Event: Craft Fair / Festival

Organization Name: York Parks & Recreation Dept. Phone #: 303-1040

Organization Address: 186 York Street City: YORK State: ME Zip: 03909

Applicant Name: Robin Cogger / Ryan Arvey Phone #: 303-1040

Applicant Address: same City: _____ State: _____ Zip: _____

Contact Name for Day of Event: Robin / Ryan Contact Phone #: 752-1685 / 450-1988

Date of Event: August 2 & 3 Day of Week: Sat. & Sun.

Starting Time: 7:00 set up / 10:00 start Ending Time: 5:00 pm

Assembly Area: York Beach Ball Field - set up begins Sat. am 7:00.

Dispersal Area: York Beach Ball Field

Event Route: N/A

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)

1,000+ visitors / 60-75 vendors

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

2 day craft fair

Describe how group is organized and supervised to insure order: _____

York Parks & Recreation Dept. Staff

Purpose of the Event: York Days Community Event

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Robin Cogger - for York Parks & Recreation

For Town Use Only

Reviewed by:

Department

Initials

Police Department	<u>Szeniawski</u>	<u>05-08-2014</u>
Public Works	<u>Lessard</u>	<u>05-08-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>05-08-2014</u>
Village Fire	<u>Apgar</u>	<u>05-07-2014</u>
York Beach Fire	<u>Bridges</u>	<u>05-08-2014</u>
Code Enforcement	<u>Burns</u>	<u>05-07-2014</u>
York Ambulance	<u>Prince</u>	<u>05-07-2014</u>

Special Conditions:

Beach Fire: No issues as "porta - potties" will be supplied for attendants _____

Any Questions: Fire Chief Dave Bridges (207)363-1014 _____

Town Manager

Date

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:27 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Days Craft Fair

Village Fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:22 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days Craft Fair

Attached is a Special Event Permit Application for Parks and Recreation's *York Days Craft Fair* on August 2 and 3, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:40 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Days Craft Fair

Missy,

I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:22 PM
To: Charles J. Szeniawski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days Craft Fair

Attached is a Special Event Permit Application for Parks and Recreation's *York Days Craft Fair* on August 2 and 3, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:33 PM
To: Melissa M. Avery
Cc: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: York Days Craft Fair

York Ambulance is fine with this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:22 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *York Days Craft Fair* on August 2 and 3, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 08, 2014 9:35 PM
To: Melissa M. Avery; Charles J. Szeniawski; David Apgar; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: David K. Bridges
Subject: RE: Special Event Permit: York Days Craft Fair

We have no problem with this event because they supply port- a potties for the attendance. Dave

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:22 PM
To: Charles J. Szeniawski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days Craft Fair

Attached is a Special Event Permit Application for Parks and Recreation's *York Days Craft Fair* on August 2 and 3, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Dean Lessard
Sent: Thursday, May 08, 2014 7:44 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: York Days Craft Fair

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Thanks
Dean

Sent from my iPhone

On May 7, 2014, at 1:22 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *York Days Craft Fair* on August 2 and 3, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<York Days Craft Fair.pdf>

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.

Melissa M. Avery

From: Charles J. Szeniewski
Sent: Thursday, May 08, 2014 7:32 PM
To: Melissa M. Avery; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: Owen T. Davis
Subject: RE: Special Event Permit: York Days Craft Fair

Police Department has no issue with this event

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:22 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: York Days Craft Fair

Attached is a Special Event Permit Application for Parks and Recreation's *York Days Craft Fair* on August 2 and 3, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: Christmas in July – Lighting of the Nubble	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "Christmas in July – Lighting of the Nubble" event on Sunday, July 27, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "Christmas in July – Lighting of the Nubble" event on Sunday, July 27, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert M. Gaudin



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/20/14
Name of Event: Christmas in July lighting of the Nubble
Type of Event: concert and lighting of Nubble in Holiday lights w/ Santa visit
Organization Name: York Parks & Rec. Dept. Phone #: 363-1040
Organization Address: 186 York St. City York State: ME Zip: 03909
Applicant Name: Ryan Avery / Robin Cogger Phone #: 363-1040
Applicant Address: same City: _____ State: _____ Zip: _____
Contact Name for Day of Event: Ryan / Robin Contact Phone # 450-1900 / 752-1685
Date of Event: July 27, 14 Day of Week: Sunday
Starting Time: 7:00 pm Ending Time: 9:00 pm
Assembly Area: Sohier park / Nubble
Dispersal Area: Sohier park / Nubble
Event Route: N/A

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)

500+

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc): Nubble Holiday Lights turned on in conjunction with concert and visit from Santa.

Describe how group is organized and supervised to insure order: York Parks & Rec. Staff working closely with York PD and York Beach FD

Purpose of the Event: Community Special Event - York Days

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Robin Cogger - for York Parks & Recreation Dept.

For Town Use Only

Reviewed by:

<u>Department</u>	<u>Initials</u>	
Police Department	<u>Szeniawski</u>	<u>05-08-2014</u>
Public Works	<u>Lessard</u>	<u>05-09-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>05-08-2014</u>
Village Fire	<u>Apgar</u>	<u>05-07-2014</u>
York Beach Fire	<u>Bridges</u>	<u>05-08-2014</u>
Code Enforcement	<u>Burns</u>	<u>05-07-2014</u>
York Ambulance	<u>Prince</u>	<u>05-07-2014</u>

Special Conditions:

Beach Fire: Will supply a rescue and a ride for Santa. Make sure lighting at the entrance has been addressed.

Any Questions: Fire Chief Dave Bridges (207)363-1014

Police: Will have the safety and security plan as discussed implemented and will coordinate with Fire Departments on Traffic Flow.

Any Questions: Lieutenant Charlie Szeniawski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:27 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Christmas in July - Lighting of the Nubble

Village Fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:21 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Christmas in July - Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *Christmas in July - Lighting of the Nubble* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:40 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Christmas in July - Lighting of the Nubble

Missy,

I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:21 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Christmas in July - Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *Christmas in July - Lighting of the Nubble* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:32 PM
To: Melissa M. Avery
Cc: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: Christmas in July - Lighting of the Nubble

York Ambulance will attend this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:21 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Christmas in July - Lighting of the Nubble* on July 27, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: Charles J. Szeniewski
Sent: Thursday, May 08, 2014 7:27 PM
To: Melissa M. Avery; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: Owen T. Davis
Subject: RE: Special Event Permit: Christmas in July - Lighting of the Nubble

The police department will have a safety and security plan in place and coordinate with both Fire departments on this event for traffic flow

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:21 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Christmas in July - Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *Christmas in July – Lighting of the Nubble* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 08, 2014 9:34 PM
To: Melissa M. Avery; Charles J. Szeniawski; David Apgar; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: David K. Bridges
Subject: RE: Special Event Permit: Christmas in July - Lighting of the Nubble

York Beach Fire will support this event as we have in the past with a Rescue and a ride for Santa. I think the lighting at the entrance has been addressed but if not please just ask us before the night of the event. Dave

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:21 PM
To: Charles J. Szeniawski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Christmas in July - Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *Christmas in July - Lighting of the Nubble* on July 27, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Dean Lessard
Sent: Friday, May 09, 2014 8:23 AM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Christmas in July - Lighting of the Nubble

Hi Missy
Yes. Sorry I must have missed that one.

Thanks
Dean

Dean A. Lessard, P.E. | *Director of Public Works*
Town of York, Maine
186 York Street | York, Maine 03909
Phone: (207) 363-1010, Ext. 6201
Fax: (207) 363-1012
E-Mail: dlessard@yorkmaine.org
Online: www.yorkmaine.org

Follow us!
Facebook: www.facebook.com/YorkMainePublicWorks

From: Melissa M. Avery
Sent: Friday, May 09, 2014 8:21 AM
To: Dean Lessard
Subject: FW: Special Event Permit: Christmas in July - Lighting of the Nubble

Morning Dean,

Are you all set with this one?

Thanks!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:21 PM
To: Charles J. Szeniaowski (cszeniaowski@yorkpolice.org); Dave Apgar; Dave Bridges; Dean Lessard (dlessard@yorkmaine.org); Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan (msullivan@yorkmaine.org); Stephen H. Burns (sburns@yorkmaine.org)
Subject: Special Event Permit: Christmas in July - Lighting of the Nubble



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: Turkey Trot 5K	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "Turkey Trot 5K" event on Saturday, November 29, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "Turkey Trot 5K" event on Saturday, November 29, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert B. Gendron



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/28/14

Name of Event: Turkey Trot 5K

Type of Event: 5K Road Race

Organization Name: York Parks & Recreation Phone #: 363 1040

Organization Address: 186 York Street City York State: ME Zip: 03909

Applicant Name: Robin Cogger/Ryan Avery Phone #: 363-1040

Applicant Address: Same City: _____ State: _____ Zip: _____

Contact Name for Day of Event: Robin / Ryan Contact Phone # 752-1685 / 450-1988

Date of Event: Nov. 29th Day of Week: Saturday

Starting Time: 9:00 Registration / 11:00 Start Ending Time: 1:00 pm

Assembly Area: Village Elementary School

Dispersal Area: Town Hall

Event Route: application / map attached

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)

300-500 runners (approx.)

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

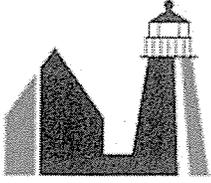
estimated 300-500 runners w/ road marshals on roadway

Describe how group is organized and supervised to insure order: York Parks & Rec. Staff with volunteers and support from York PD & ambulance staff

Purpose of the Event: Community event

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Robin L. Cogger - for York Parks & Recreation Dept.



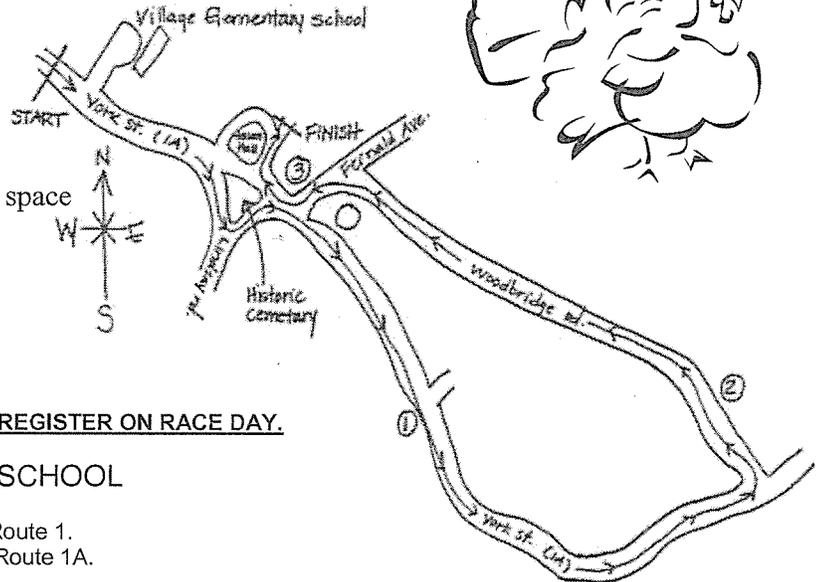
The York Rotary Club in cooperation with York Parks and Recreation Department presents The Sixty-Second Annual

TURKEY TROT



Town of York Inc. 1652

Date: Saturday, November 29, 2014
 Time: 11:00 a.m.
 Start at: York Village Elementary School
 Finish at: York Town Hall
 Course: 5K USATF – Certified Road Race
 Entry Fee: \$15 pre-registration/\$20 Race Day, space permitting



Visit our website at www.yorkmaine.org

CHECK-IN & REGISTRATION

Opens 9:30 a.m., Closes 10:45 a.m.

T-shirts to the first 150 registrants!

PRE-REGISTRATION DEADLINE IS NOVEMBER 25th.

ANYONE WANTING TO REGISTER AFTER THAT MUST REGISTER ON RACE DAY.

DIRECTIONS TO VILLAGE ELEMENTARY SCHOOL

124 York Street, York, ME 03909

From I-95: take the York Exit, bear right at the lights onto Route 1. Travel to the top of the hill and take a left at the lights onto Route 1A. Village Elementary School is six-tenths of a mile on the left.

Awards will be given to all Division Winners.
 Race includes Water, snacks, professional timing, and Police.

NO DOGS PLEASE for their safety and ours

ALL RACE PROCEEDS BENEFIT THE YORK FOOD PANTRY – WE INVITE YOU TO BRING A NON-PERISHABLE FOOD ITEM FOR OUR COLLECTION!

Tee Shirt Size

S M L XL

"York Rotary Club Turkey Trot"

Registration Form - Please Print Clearly

Road Race Division

	12 & Under	13 - 17	18 - 29	30 - 39	40 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 - 79	80 & Up	Walking	Wheelchair
MEN	<input type="checkbox"/>												
WOMEN	<input type="checkbox"/>												

Name: _____
 Address: _____
 Town: _____ State: _____ Zip: _____
 Sex: _____ Age: _____ Telephone: _____
 Email Address: _____

Make checks payable to:

York Rotary Club

Mail Application to:
 York Parks & Recreation Department
 186 York St., York, ME 03909

For information on applications,
 call the York Parks & Recreation
 Department at 363-1040.

WAIVER *must be signed

In signing this entry, I for myself, my heirs, executors and administrators, release the manager of the race, all sponsors and promoters, York Rotary Club, the Town of York, for any and all liability in case of death or injury received during participation in this race. In the case of a minor, this entry must be signed by a parent or guardian of entrant.

Signature _____

Parent/Guardian _____

Visit our website at www.yorkmaine.org or www.running4free.com

For Town Use Only

Reviewed by:

<u>Department</u>	<u>Initials</u>
Police Department	<u>Szeniawski 05-08-2014</u>
Public Works	<u>Lessard 05-08-2014</u>
Parks/Recreation	<u>Sullivan 05-08-2014</u>
Village Fire	<u>Apgar 05-07-2014</u>
York Beach Fire	<u>Bridges 05-08-2014</u>
Code Enforcement	<u>Burns 05-07-2014</u>
York Ambulance	<u>Prince 05-07-2014</u>

Special Conditions:

Police: Will have the safety and security plan as discussed implemented and will coordinate with Fire Departments on Traffic Flow.

Any Questions: Lieutenant Charlie Szeniaowski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: Charles J. Szeniaowski
Sent: Thursday, May 08, 2014 7:31 PM
To: Melissa M. Avery; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: Owen T. Davis
Subject: RE: Special Event Permit: Turkey Trot 5K

Police Department has no issue we will coordinate officers cruiser and with fire for traffic safety flow

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:23 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Turkey Trot 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Turkey Trot 5K* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:26 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Turkey Trot 5K

Village Fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:22 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Turkey Trot 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Turkey Trot 5K* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:41 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Turkey Trot 5K

Missy,

I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:23 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Turkey Trot 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Turkey Trot 5K* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:33 PM
To: Melissa M. Avery
Cc: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: Turkey Trot 5K

York Ambulance will be at this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:22 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Turkey Trot 5K* on November 29, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 08, 2014 9:36 PM
To: Melissa M. Avery; Charles J. Szeniewski; David Apgar; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: David K. Bridges
Subject: RE: Special Event Permit: Turkey Trot 5K

This is in the Village district. Dave

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:23 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Turkey Trot 5K

Attached is a Special Event Permit Application for Parks and Recreation's *Turkey Trot 5K* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Dean Lessard
Sent: Thursday, May 08, 2014 7:49 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: Turkey Trot 5K

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Thanks
Dean

Sent from my iPhone

On May 7, 2014, at 1:22 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Turkey Trot 5K* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<Turkey Trot 5K.pdf>

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.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: November Lighting of the Nubble	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "November Lighting of the Nubble" event on Saturday, November 29, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "November Lighting of the Nubble" event on Saturday, November 29, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert H. Gandon



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 1/28/14
Name of Event: November Lighting of the Mubble
Type of Event: Lighting of the Mubble for the Holiday Season
Organization Name: York Parks & Rec. Dept. Phone #: 363-1040
Organization Address: 186 York St. City York State: ME Zip: 03909
Applicant Name: Ryan Avery / Robin Cogger Phone #: 363-1040
Applicant Address: Same City: _____ State: _____ Zip: _____
Contact Name for Day of Event: Ryan / Robin Contact Phone # 450-1988 / 752-1685
Date of Event: Nov. 29, 14 Day of Week: Saturday
Starting Time: 3:00 shuttle / 5:00 event Ending Time: 6:00 event / 7:00 shuttle
Assembly Area: Sohier park (shuttle will run from Ellis park)
Dispersal Area: shuttle from Ellis park to Sohier park and back.
Event Route: Event takes place at sohier park - shuttle runs participants from Ellis park to Mubble and back
Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
1,000+

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

Entertainment at Welcome Center, Santa arrives via YBFD

Describe how group is organized and supervised to insure order: parks and Rec. Staff working closely with York PD and York Beach FD

Purpose of the Event: Free community event to kick off the Holiday Season.

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Robin L Cogger - for York Parks & Recreation Dept.

For Town Use Only

Reviewed by:

<u>Department</u>	<u>Initials</u>
Police Department	<u>Szeniawski 05-08-2014</u>
Public Works	<u>Lessard 05-08-2014</u>
Parks/Recreation	<u>Sullivan 05-08-2014</u>
Village Fire	<u>Apgar 05-07-2014</u>
York Beach Fire	<u>Bridges 05-08-2014</u>
Code Enforcement	<u>Burns 05-07-2014</u>
York Ambulance	<u>Prince 05-07-2014</u>

Special Conditions:

Beach Fire: Will supply a rescue and a ride for Santa. Make sure lighting at the entrance has been addressed.

Any Questions: Fire Chief Dave Bridges (207)363-1014

Police: Will have the safety and security plan as discussed implemented and will coordinate with Fire Departments on Traffic Flow.

Any Questions: Lieutenant Charlie Szeniaowski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: Charles J. Szeniewski
Sent: Thursday, May 08, 2014 7:29 PM
To: Melissa M. Avery; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: Owen T. Davis
Subject: RE: Special Event Permit: November Lighting of the Nubble

Police dept. approves and a safety and security plan will be in place .We will coordinate with both fire depts.. for traffic pedestrian flow.

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:25 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: November Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *November Lighting of the Nubble* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 08, 2014 9:38 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: David K. Bridges
Subject: RE: Special Event Permit: November Lighting of the Nubble

We will support this event as we have in the past with Rescue 1 and a ride for Santa. The lighting at the entrance should be old hat by the time this one takes place. Dave

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:25 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: November Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *November Lighting of the Nubble* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

[Town of York, Maine](#)
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:26 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: November Lighting of the Nubble

Village fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:25 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: November Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *November Lighting of the Nubble* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:41 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: November Lighting of the Nubble

Missy,

I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:25 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: November Lighting of the Nubble

Attached is a Special Event Permit Application for Parks and Recreation's *November Lighting of the Nubble* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:34 PM
To: Melissa M. Avery
Cc: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: November Lighting of the Nubble

York Ambulance will be attending this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:25 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *November Lighting of the Nubble* on November 29, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: Dean Lessard
Sent: Thursday, May 08, 2014 8:00 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: November Lighting of the Nubble

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Thanks
Dean

Sent from my iPhone

On May 7, 2014, at 1:25 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *November Lighting of the Nubble* on November 29, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<November Lighting of the Nubble.pdf>

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.



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: Festival of Lights Parade	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the Parks and Recreation Department's "Festival of Lights Parade" event on Saturday, December 6, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "Festival of Lights Parade" event on Saturday, December 6, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By:

Melissa M. Avery

Reviewed By:

Robert B. Gandon



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: 4/28/14
Name of Event: Festival of Lights Parade
Type of Event: Lighted parade of Floats and Walkers
Organization Name: Festival of Lights Committee Phone #: 363-1040
Organization Address: 186 York St. City York State: ME Zip: 03909
Applicant Name: York Parks & Rec. Dept. Phone #: 363-1040
Applicant Address: Same City: _____ State: _____ Zip: _____
Contact Name for Day of Event: Sarah / Robin Contact Phone # 475-2600 / 752-1685
Date of Event: December 6th Day of Week: Saturday
Starting Time: 3:00 staging / 4:30 start Ending Time: 5:30 pm
Assembly Area: Axholme Road and Moulton Lane
Dispersal Area: Village Elementary School and beyond
Event Route: Axholme Road, York Street (VA) through York Village to Village Elementary, organug Rd and/or Rte. 1.

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
500+

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

Lighted parade w/ floats, walkers, bands, businesses & civic groups.

Describe how group is organized and supervised to insure order: Parks & Rec. staff with York PD

Purpose of the Event: Community Holiday Celebration

The above information is true to the best of my knowledge and belief.

Signature of Applicant: John L Cogger - for Festival of Lights Committee

For Town Use Only

Reviewed by:

<u>Department</u>	<u>Initials</u>
Police Department	<u>Szeniawski 05-08-2014</u>
Public Works	<u>Lessard 05-08-2014</u>
Parks/Recreation	<u>Sullivan 05-08-2014</u>
Village Fire	<u>Apgar 05-07-2014</u>
York Beach Fire	<u>Bridges 05-08-2014</u>
Code Enforcement	<u>Burns 05-07-2014</u>
York Ambulance	<u>Prince 05-07-2014</u>

Special Conditions:

Police: Will have the safety and security plan as discussed implemented with Float Inspection and will coordinate with EMS and Fire Departments on Pedestrian Safety.

Any Questions: Lieutenant Charlie Szeniaowski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: Michael J. Sullivan
Sent: Thursday, May 08, 2014 12:13 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Stephen H. Burns
Subject: RE: Special Event Permit: Four on the Fourth

I'm obviously good to go with the following as they are Parks and Recreation events.

Four on the Fourth Road Race
York Days 5K
Christmas in July - Lighting of the Nubble
York Day's Crafts Fair
Turkey Trot 5 K
November Lighting of the Nubble
Festival of Lights Parade

Thanks

*Michael J. Sullivan, Director
Parks and Recreation*

*Town of York, Maine
186 York Street
York, Maine 03909
(207) 363-1040
msullivan@yorkmaine.org*

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:19 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Four on the Fourth

Attached is a Special Event Permit Application for Parks and Recreation's *Four on the Fourth Road Race* on July 4, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: David K. Bridges
Sent: Thursday, May 08, 2014 9:38 PM
To: Melissa M. Avery; Charles J. Szeniaowski; David Apgar; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: David K. Bridges
Subject: RE: Special Event Permit: Festival of Lights Parade

This is in the Village district. Dave

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:28 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Festival of Lights Parade

Attached is a Special Event Permit Application for Parks and Recreation's *Festival of Lights Parade* on December 6, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Dean Lessard
Sent: Thursday, May 08, 2014 7:39 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: Festival of Lights Parade

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Thanks

Dean

Sent from my iPhone

On May 7, 2014, at 1:27 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Festival of Lights Parade* on December 6, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<Festival of Lights Parade.pdf>

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.

Melissa M. Avery

From: Charles J. Szeniewski
Sent: Thursday, May 08, 2014 7:34 PM
To: Melissa M. Avery; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Cc: Owen T. Davis
Subject: RE: Special Event Permit: Festival of Lights Parade

Police department will implement safety and security plan with float inspection and pedestrian safety coverage . A coordinated plan will be used with fire and EMS.

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:28 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Festival of Lights Parade

Attached is a Special Event Permit Application for Parks and Recreation's *Festival of Lights Parade* on December 6, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David Apgar
Sent: Wednesday, May 07, 2014 1:30 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Festival of Lights Parade

Village Fire approval.

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

From: Melissa M. Avery
Sent: Wednesday, May 07, 2014 1:27 PM
To: Charles J. Szeniewski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Festival of Lights Parade

Attached is a Special Event Permit Application for Parks and Recreation's *Festival of Lights Parade* on December 6, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Stephen H. Burns
Sent: Wednesday, May 07, 2014 1:41 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: Festival of Lights Parade

Missy,

I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Wednesday, May 7, 2014 1:28 PM
To: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Ellen Prince (ellenprince@gmail.com); Michael J. Sullivan; Stephen H. Burns
Subject: Special Event Permit: Festival of Lights Parade

Attached is a Special Event Permit Application for Parks and Recreation's *Festival of Lights Parade* on December 6, 2014.

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince <ellenprince@gmail.com>
Sent: Wednesday, May 07, 2014 3:37 PM
To: Melissa M. Avery
Cc: Charles J. Szeniaowski; David Apgar; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns
Subject: Re: Special Event Permit: Festival of Lights Parade

York Ambulance will attend this event.

Ellen

*Ellen Prince
Asst. Chief
York Ambulance Association, Inc.
15 Salisbury Ave.
P.O. Box 238
York, ME 03909-0238
Phone: 207-363-4403
Fax: 207-363-2041*

On Wed, May 7, 2014 at 1:27 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is a Special Event Permit Application for Parks and Recreation's *Festival of Lights Parade* on December 6, 2014.

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (207) 363-1019



AGENDA ITEM NUMBER: _____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: May 9, 2014	Type of Action: <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
Date Action Requested: May 12, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction	

TO: BOARD OF SELECTMEN
FROM: Melissa M. Avery, Assistant to the Town Manager
RECOMMENDATION: Approve the Special Event Permit application for the "York Lion's Annual Fun(d) Raising Auction" event on Friday, August 1, 2014.
PROPOSED MOTION: I move to approve the Special Event Permit for the "York Lion's Annual Fun(d) Raising Auction" event on Friday, August 1, 2014, with the attached conditions given by Department Heads

Discussion: All appropriate departments have been notified and given approval, see attached.

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

Prepared By: Melissa M. Avery

Reviewed By: Robert S. Gandon



Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: APRIL 3, 2014

Name of Event: YORK LION'S ANNUAL FUN(D) RAISING AUCTION

Type of Event: FUND RAISING AUCTION

Organization Name: YORK LIONS CLUB Phone #: 207-363-7382

Organization Address: PO BOX 114 City: YORK State: ME Zip: 03909

Applicant Name: FRED WANDLAND Phone #: 207-363-7382

Applicant Address: 7 HILLTOP DR City: YORK State: ME Zip: 03909

Contact Name for Day of Event: FRED WANDLAND Contact Phone # 207-363-7382

Date of Event: 8/1/2014 Day of Week: FRI DAY

Starting Time: 3 PM Ending Time: 9 PM

Assembly Area: YORK BEACH BALL PARK

Dispersal Area: YORK BEACH BALL PARK

Event Route: NONE

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
100-150

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

NONE

Describe how group is organized and supervised to insure order: THE CLUB AUCTION COMMITTEE IS SUB DIVIDED INTO GROUPS THAT ARE RESPONSIBLE FOR ALL PHASES OF THE AUCTION INCLUDING CLEAN-UP.

Purpose of the Event: ANNUAL CLUB FUNDRAISER TO SUPPORT LOCAL COMMUNITY LION PROJECTS.

The above information is true to the best of my knowledge and belief.

Signature of Applicant: Fred Wandland

For Town Use Only

Reviewed by:

Department

Initials

Police Department	<u>Szeniawski</u>	<u>04-07-2014</u>
Public Works	<u>Lessard</u>	<u>04-04-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>05-09-2014</u>
Village Fire	<u>Apgar</u>	<u>04-03-2014</u>
York Beach Fire	<u>Bridges</u>	<u>05-09-2014</u>
Code Enforcement	<u>Burns</u>	<u>04-03-2014</u>
York Ambulance	<u>Prince</u>	<u>04-03-2014</u>

Special Conditions:

Police: Will have foot officers aware of the event.

Any Questions: Lieutenant Charlie Szeniewski (207) 363-1031

Town Manager

Date

Melissa M. Avery

From: Stephen H. Burns
Sent: Thursday, April 03, 2014 3:02 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Missy,

I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Thursday, April 3, 2014 10:59 AM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: David Apgar
Sent: Thursday, April 03, 2014 3:14 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Village Fire approval.

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

From: Melissa M. Avery
Sent: Thursday, April 03, 2014 10:58 AM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!

Thank you!

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Ellen Prince [ellenprince@gmail.com]
Sent: Thursday, April 03, 2014 12:16 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

OK with York Ambulance

On Apr 3, 2014, at 4:58 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

<York Lion's Annual Fun(d) Raising Auction.pdf>

Melissa M. Avery

From: Dean Lessard
Sent: Friday, April 04, 2014 9:07 AM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Hi Missy

I have reviewed the attached special event permit. DPW doesn't anticipate any issues with this event. DPW recommends approval.

Dean

Dean A. Lessard, P.E. | *Director of Public Works*

Town of York, Maine

186 York Street | York, Maine 03909

Phone: (207) 363-1010, Ext. 6201

Fax: (207) 363-1012

E-Mail: dlessard@yorkmaine.org

Online: www.yorkmaine.org

Follow us!

Facebook: www.facebook.com/YorkMainePublicWorks

From: Melissa M. Avery
Sent: Thursday, April 03, 2014 10:59 AM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!

Thank you!

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Charles J. Szeniewski
Sent: Monday, April 07, 2014 11:44 AM
To: Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Cc: Owen T. Davis
Subject: RE: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

York Pd has no issue with this event . We will simply have foot officers aware.

From: Melissa M. Avery
Sent: Thursday, April 03, 2014 10:59 AM
To: Charles J. Szeniewski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (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.

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.

Melissa M. Avery

From: Michael J. Sullivan
Sent: Friday, May 09, 2014 9:02 AM
To: Melissa M. Avery
Subject: Re: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Yep good to go

Sent from my iPhone

On May 9, 2014, at 8:22 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Morning,

Are you guys all set with this Special Event Permit?

Thanks!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Thursday, April 03, 2014 10:59 AM
To: Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!
Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

Melissa M. Avery

From: David K. Bridges
Sent: Friday, May 09, 2014 12:20 PM
To: Melissa M. Avery
Cc: David K. Bridges
Subject: Re: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

This is during York Days so the porta- potties should be there. I have no problems. Dave

Sent from my iPhone. Dave

On May 9, 2014, at 8:22 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

Morning,

Are you guys all set with this Special Event Permit?

Thanks!

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Thursday, April 03, 2014 10:59 AM
To: Charles J. Szeniaowski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; David K. Bridges; David Apgar; Ellen Prince
Subject: Special Event Permit: York Lion's Annual Fun(d) Raising Auction

Attached is the Special Event Permit Application for the York Lion's Annual Fun(d) Raising Auction.

Please let me know when you've had a chance to review!

Thank you!

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

Please consider the environment before printing this email.