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, APRIL 28, 2014
YORK LIBRARY

Call to Order

Opening Ceremonies

A. Minutes
1. March 4, 2014 Meeting Minutes
2. March 10, 2014 Meeting Minutes

B. Chairman's Report

C. Manager's Report

D. Awards
1. Electrical Bids for Light Poles in York Beach

E. Reports
1. Update From York Village Study Committee

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.

G. Approval of Warrant #43

H. Public Hearings
1. New Business License: Barrell Homestead Kitchen
2. New Business License: Kinetic Kids

I. Endorsements
Business Licenses:

1. Michael Specker DBA: The Brixham General Store (Victualers); Located at 435 Cider Hill Road
2. Kathryn Kelley DBA: Coppa Magica Gelato (Victualers); Located at 852 US Route One
3. Kent Kilgore and Randy Small DBA: Fisherman's Dock (Victualers/Liquor); Located at 855 US Route One
4. Joseph Lipton and Chris Crane DBA: Inn on the Blues (Victualers/Liquor/Special Amusement/Hotel/Motel w/Cooking Facilities); Located at 7 Ocean Avenue
5. Mark Anastas DBA: Liquid Dreams Surf Shop (Victualers); Located at 171 Long Beach Avenue
6. Betty Weaver DBA: Lobster in the Rough (Victualers/Liquor/Special Amusement); Located at 1000 US Route One
7. Edward and Deborah Flanagan DBA: Rossi's Italian Bakery (Victualers); Located at 2 Beach Street Suite #1
8. Maine Ice Cream LLC DBA: Village Scoop Ice Cream (Victualers/Special Amusement); Located at 226 York Street

J. Old Business

1. Discussion and Possible Action on 65 Old Post Road

K. New 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 Board of Selectmen Code of Conduct
3. Appointment of Election Warden for June Primary
4. Special Event Permit: York Little League Parade
5. Special Event Permit: Ampsurf

L. Other Business

M. Citizens' Forum

Adjourn

BOARD OF SELECTMEN'S
EXECUTIVE SESSION MEETING MINUTES
9:00AM TUESDAY, MARCH 4, 2014
YORK TOWN HALL

Present: Vice Chairman, Kinley Gregg, Mary Andrews, Torbert Macdonald, Town Manager, Robert G. Yandow.

Call to Order

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

A. Executive Session

1. Union Contracts; Pursuant to MRSA Title 1, Section 405 (6)(D)

Moved by Ms. Andrews, seconded by Mr. Macdonald, to enter into Executive Session at 9:07AM. Vote 3-0, motion passes.

Moved by Ms. Andrews, seconded by Mr. Macdonald, to exit out of Executive Session at 9:43AM. Vote 3-0, motion passes.

Adjourn

Moved by Ms. Andrews, seconded by Mr. Macdonald, to adjourn the meeting at 9:43AM.

BOARD OF SELECTMEN'S
MEETING MINUTES
6:00/7:00PM MONDAY, MARCH 10, 2014
YORK LIBRARY

6:00PM: Executive Session – Pursuant to M.R.S.A. Title 1, Section 405 (6)(E); Discussion with Town Attorney Regarding the Cliff Walk and Beach Ownership

Present: Chairman Ronald Nowell, Vice Chairman Kinley Gregg, Mary Andrews, Scott Fiorentino, Torbert Macdonald, Town Manger Robert G. Yandow

Moved by Mr. Gregg, seconded by Ms. Andrews to enter into Executive Session at 6:03PM. Vote 4-1, Mr. Nowell against, motion passes.

Moved by Ms. Gregg, seconded by Ms. Andrews to exit out of Executive Session at 6:45PM. Vote 5-0, motion passes.

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

Call to Order

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

Opening Ceremonies

A. Minutes

1. January 13, 2014 Meeting Minutes
2. January 27, 2014 Meeting Minutes
3. January 29, 2014 Meeting Minutes

Moved by Ms. Gregg, seconded by Ms. Andrews to approve the January 13, 27 and 29, 2014 Meeting Minutes, as amended. Vote 5-0, motion passes.

B. Chairman's Report

Chairman Ronald Nowell asked of the Town Manager, when in 2014 is the Town planning to pave Main Street. Town Manager Robert G. Yandow responded that

there isn't a specific date scheduled for that paving, but that it will be done in coordination with Sewer Utility construction in that area.

C. Manager's Report

Town Manager Robert G. Yandow stated that there has been a confirmed case of H1N1 reported in York and reminded citizens to take necessary precautions to stay healthy. Nominating Petitions are available for anyone wishing to run for Elected Office at the May 2014 Referendum, those need to be returned by April 2, 2014. There is Winter Storm Watch for Wednesday and Thursday, Mr. Yandow cautioned the citizens to be safe.

D. Awards

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: None

G. Approval of Warrant #36

Moved by Mr. Macdonald, seconded by Ms. Gregg to approve Warrant #36. Vote 5-0, motion passes.

H. Public Hearings

1. New Business License: The York River House

Moved by Mr. Macdonald, seconded by Ms. Andrews to open the Public Hearing for a New Business License for The York River House at 7:09PM.

Public Comment: Ken West

Moved by M. Andrews, seconded by Ms. Gregg to close the Public Hearing at 7:10PM.

I. Endorsements

Business Licenses:

1. Andrew and Susan Wetzel DBA: Inn at Tanglewood for Bed and Breakfast; Located at 611 York Street
2. Harris Island Corporation DBA: Dockside Restaurant and Guest Quarters for Victualers, Liquor and Bed and Breakfast; Located at 22 Harris Island Road
3. Paul Karoutas DBA: York House of Pizza for Victualers; Located at 274 York Street
4. Victor Guay and Ralph Goddard DBA: Bittersweet Bed and Breakfast for Bed and Breakfast; Located at 167 Cape Neddick Road
5. Stage Neck Inn Inc. DBA: Stage Neck Inn for Victualers, Liquor and Special Amusement; Located at 8 Stage Neck Road
6. Arrows Restaurant Inc. DBA: Arrows Restaurant for Victualers and Liquor; Located at 39 Ogunquit Road
7. Raymond Ramsey DBA: Sun N' Surf for Victualers, Liquor, and Special Amusement; Located at 264 Long Beach Avenue
8. Kathryn M. Weare DBA: The Cliff House and Motels Inc. for Victualers, Liquor and Special Amusement; Located at 591 Shore Road
9. Downeast Resorts, LLC DBA: Cape Neddick Inn for Victualers, Liquor and Special Amusement; Located at 1273 US Route One

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the following licenses: Andrew and Susan Wetzel DBA: Inn at Tanglewood for Bed and Breakfast; Located at 611 York Street, Harris Island Corporation DBA: Dockside Restaurant and Guest Quarters for Victualers, Liquor and Bed and Breakfast; Located at 22 Harris Island Road, Paul Karoutas DBA: York House of Pizza for Victualers; Located at 274 York Street, Victor Guay and Ralph Goddard DBA: Bittersweet Bed and Breakfast for Bed and Breakfast; Located at 167 Cape Neddick Road, Stage Neck Inn Inc. DBA: Stage Neck Inn for Victualers, Liquor and Special Amusement; Located at 8 Stage Neck Road, Arrows Restaurant Inc. DBA: Arrows Restaurant for Victualers and Liquor; Located at 39 Ogunquit Road, Raymond Ramsey DBA: Sun N' Surf for Victualers, Liquor, and Special Amusement; Located at 264 Long Beach Avenue, Kathryn M. Weare DBA: The Cliff House and Motels Inc. for Victualers, Liquor and Special Amusement; Located at 591 Shore Road and Downeast Resorts, LLC DBA: Cape Neddick Inn for Victualers, Liquor and Special Amusement; Located at 1273 US Route One, subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. 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

As requested by Dennis Corrillo, the Attorney for Ellis Park Trustees and William Burnham, the Board chose to take no action until the next meeting.

K. New Business

1. Discussion and Possible Action on Town Legal Policy

Ms. Gregg stated that she would prefer to see "with copies provided to the Board of Selectmen" to carry over from the previous version of the Legal Policy, along with a change in the order of some items.

Mr. Macdonald requested that "The request for legal opinion as well as the response shall be transmitted to the Board of Selectmen in writing." be replaced where it had been struck throughout the policy. Ms. Costigan explained that "4. C. When feasible and advisable, i.e. would not reveal confidential information, communications with Town Counsel shall be in writing" covers that aspect of the Policy. Mr. Macdonald in reference to "4. H. The Town Manager shall provide the Selectmen with a written report each month summarizing the communications with Town Counsel", stated that he wants more than a summary, he wants all communications as verbatim as possible.

Mr. Fiorentino suggested that the Board possibly have something in the written policy that the Board takes a vote each year that they feel the current Town Counsel is representing the Town properly and feel they should continue to use the current firm. Mr. Nowell was against that suggestion stating that the Town and the Attorney can leave the agreement with one another at anytime.

Town Attorney Mary Costigan took note of the Board's change requests.

2. Discussion and Possible Action on Placing a Warrant Article on the May Referendum Seeking Voter Approval to Transfer Town Owned Parcels to the York Land Trust and Daniel Rosa

Executive Director of the York Land Trust Doreen MacGillis gave a short overview of the parcel transfer between the Town and the York Land Trust.

In January of 2012, Stantec Consulting presented a Conceptual Mitigation (Compensation) Plan to the United States Army Corps of Engineers (USACE) and the Maine Department of Environmental Protection (MDEP) on behalf of the Town of York. This plan was required by the regulators in order to mitigate the effects of wetland and vernal pool buffer disturbance as part of the Town's proposed Police Station Project. The mitigation plan included conveying Town owned parcels located on Bell Marsh Road to the York Land Trust where the parcels would be put into conservation. The Conceptual Mitigation Plan, as well as a subsequent revised plan, was approved by both the USACE and MDEP.

As the York Land Trust, working with Stantec Consulting and the Town, was performing due diligence by way of survey and title work it was discovered that there was a boundary discrepancy, along with ownership issues, pertaining to

the parcels included in the mitigation plan. An abutter, Daniel Rosa, claimed some ownership of two of the Town owned parcels. Subsequent to this discovery a series of discussions were held involving the York Land Trust, Stantec Consulting, Daniel Rosa and the Town. As a result of these discussions, an agreement was reached which re-aligned some parcel boundaries and changed the configuration of the mitigation parcels. The revised mitigation package was submitted to the regulators by Stantec Consulting and both the USAC and the MDEP approved the revised package. In fact, the revise package actually put more environmentally sensitive land into conservation than the original package.

Moved by Ms. Andrews, seconded by Mr. Macdonald to approve placing a warrant article on the May Referendum seeking authorization to convey parcels of Town-owned land on Bell Marsh Road to the York Land Trust and Daniel Rosa.

Moved by Ms. Gregg, seconded by Mr. Fiorentino to amend the motion to read: approve placing a warrant article on the May Referendum seeking authorization to convey parcels 0092-0017-C and 0092-0006-F of Town-owned land on Bell Marsh Road to the York Land Trust and Daniel Rosa. Vote 5-0, motion passes.

3. Discussion and Possible Action on a Lien Enforcement Agreement with the York Sewer District

The York Sewer District has proposed a Lien Enforcement Agreement to the Town of York. The agreement is designed to prevent confusion when liens are filed by either party but the other party is unaware of the filing. The agreement contains a provision where annual listings of delinquent accounts will be provided to the other party as well as an exchange of lien certificates when the other party also has a lien filing against the property. The Town Attorney has worked with the attorney for the York Sewer District and has indicated that the agreement covers all scenarios and is fair to both the Town and the Sewer District.

Moved by Ms. Andrews, seconded by Ms. Gregg to authorize the Town Manager to sign a Lien Enforcement Agreement with the York Sewer District. Vote 4-1, Mr. Nowell against, motion passes.

4. Shellfish Commission and Harbor Board Resignation

The Board of Selectmen accepts, with regret the resignation of Joseph Foote from the Shellfish Commission and the Harbor Board.

5. Discussion and Possible Action on Selecting a Consultant for the Town Manager Search

Moved by Mr. Macdonald, seconded by Ms. Andrews to hire Maine Municipal Association to assist the Town is searching for and selecting a new Town Manager.

Moved by Ms. Gregg, seconded by to amend the motion to add an amount not to exceed $4,900 to from the Contingency Fund for the hiring of Maine Municipal Associated. Vote 5-0, motion passes.

6. Discussion and Possible Action on a Three Year Collective Bargaining Agreement with the New England Police Benevolent Association Representing York Police Dispatchers

The proposed agreement includes the following changes from the previous three year agreement: 1) Inclusion of a new Health Insurance Plan 2) Option for Town Employees to Contribute to Retirement Health Savings Plan 3) Change in Recognized Holidays 4) One Time Payment for Work in Identifying Operational Efficiencies to Reduce Department costs 5) Cost of Living Adjustments of 1.7%, 2% and 2% over the three year period

Moved by Ms. Andrews, seconded by Ms. Gregg to approve a three year collective bargaining agreement with the New England Police Benevolent Association on behalf of the York Police Dispatchers, the duration of the agreement being July 1, 2013 through June 30, 2016. Vote 5-0, motion passes

7. Special Event Permit: Filming for "Rm. 124"

Moved by Mr. Macdonald, seconded by Ms. Gregg to approve the Special Event Permit Application for Mark Espinola's filming of "Rm. 124" on Long Sands Beach, Friday through Saturday, April 11 through 13, 2014. Vote 5-0, motion passes.

8. Special Event Permit: "York Days" Fireworks

Moved by Mr. Macdonald, seconded by Ms. Gregg to approve the Special Event Permit Application for the York Beach Fire Department's "York Day's" Fireworks event on Sunday, August 3, 2014. Vote 5-0, motion passes.

9. Special Event Permit: Salefest

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the Special Event Permit Application for the Greater York Region Chamber of Commerce's Salefest event on Saturday, Sunday and Monday, October 11 through 13, 2014. Vote 5-0, motion passes.

10. Special Event Permit: Harvestfest/Kidsfest

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the Special Event Permit Application for the Greater York Region Chamber of Commerce's Harvestfest/Kidsfest event on Saturday, October 18, 2014. Vote 5-0, motion passes.

11. Special Event Permit: York Hospital 5K Road & Cross Country Race

Moved by Mr. Macdonald, seconded by Mr. Fiorentino to approve the Special Event Permit Application for York Hospital's 5K Road and Cross Country Race on Saturday, June 7, 2014. Vote 5-0, motion passes.

12. Special Event Permit: Old York Garden Club's Annual Plant Sale

Moved by Ms. Gregg, seconded by Mr. Fiorentino to approve the Special Event Permit Application for the Old York Garden Club's Annual Plant Sale on Saturday, May 17, 2014. Vote 5-0, motion passes.

L. Other Business

Ms. Andrews asked of the Town Manager, when the lights will be going in down at the beach. Mr. Yandow stated that they should be installed by Memorial Day.

Ms. Gregg mentioned that the work done at the Transfer Station over the past few years, approximately $125,000 that was folded into their operational budget took her by surprise. Ms. Gregg also mentions that the Charter requires quarterly meetings with the Planning Board and the recent issues surrounding Grow Facilities in Town would be a good topic of discussion for such a meeting.

M. Citizens' Forum

Public Comment: Judy Romano

Adjourn

Moved by Mr. Macdonald, seconded by Mr. Nowell to adjourn the meeting at 8:20PM.

AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: 4/24/2014	**Type of Action:**
Date Action Requested: 4/28/2014	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** __	☐ **Other:** _____
Subject: Bid Award for Electrical and Installation work for the Short Sands Street Light Project.	

TO: BOARD OF SELECTMEN

FROM: Dean Lessard, Director of Public Works

RECOMMENDATION: Award the bid for the electrical work and installation of 26 Holophane utility post top LED street light fixtures and 26 Mel Northerly street light poles with GFCI receptacles in the Short Sand's area of York Beach to Moran Electric. I recommend that the Board of Selectmen authorize the expenditure of up to $10,300.00 for the installation and electrical services using the attached lump sum price proposal.

PROPOSED MOTION: I move to award the bid for the electrical services and installation of 26 Holophane utility post top LED street light fixtures and 26 Mel Northerly street light poles with GFCI receptacles in the Short Sand's area of York Beach to Moran Electric in the amount of $10,300.00.

Discussion: The DPW solicited bids for electrical installation and electrical services from the same local contractors that bid on the previous street light work on Beach Street. Three electrical contractors submitted bids. The following lump sum price proposals were received:

1. Moran Electric $10,300.00
2. Bridges Electric $14,800.00
3. Woods Electric Inc. $18,253.78

- On March 25, 2013 the York Board of Selectmen approved a warrant article to request that the voters approve the purchase of York Beach Lighting and appropriating a sum not to exceed $75,000.
- On May 18, 2013 the voters of the Town of York approved article #45 approving the purchase of York Beach Lighting and appropriating a sum not to exceed $75,000.
- On Friday October 25, 2013 the Town of York solicited price proposals from three different lighting vendors that sell the Holophane utility post top street light fixtures. (Graybar, Wesco & NorthEast Electrical)
- On Tuesday November 14, 2013 the Town received price proposals for 18 Holophane utility post top street light fixtures. Three responsive price proposals (Graybar $23,906.34, Wesco $24,097.50 & NorthEast Electrical $24,408) were received by the Town of York.
- On Monday November 18, 2013 the Board of Selectmen approved the purchase of 18 Holophane utility post top street light fixtures from Graybar.
- On November 26, 2013 the DPW ordered 26 Mel Northerly street light poles with GFCI receptacles directly from the manufacturer.
- On Wednesday April 2, 2014 the DPW solicited bids for electrical installation and electrical services from the same local contractors that bid on the previous street light work on Beach Street.
- On Wednesday April 16, 2014 the Town received price proposals for electrical installation and electrical services. Three responsive price proposals (Moran electric $10,300.00, Bridges electric $14,800.00 & Woods Electric $18,253.78) were received by the Town of York.

FISCAL IMPACT: $10,300.00
DEPARTMENT LINE ITEM ACCOUNT: 243.0000.8001
BALANCE IN LINE ITEM IF APPROVED: $24,727.66

Prepared By: _____ Reviewed By: Robert B. Yandow

Moran Electric

P.O. Box 1321
York Beach, Maine 03910
207-363-5889
Gmoran01@maine.rr.com

Date: April 13, 2014

To: Dean Lessard, Director of Public Works Town of York

Re: Proposal Light poles and Electrical Service, Ocean Ave.

Proposal for the installation of 26 pole mounted light fixtures and Electrical service.

Proposal to include:

1. All labor and materials to complete project specifications listed in Proposal Sheet from the town of York, dated April 2, 2014.
2. Installation of 1 – 100 amp underground service from pole CMP #135/6
3. Pick up and assemble 26 light fixtures to be mounted York Beach existing light pole cement bases
4. Internal wiring of supplied GFCI device each pole.
5. Continuation of the existing circuit conductors, #6 copper AWG in order to provide for future expansion.
6. Project completion date Thursday, May 22, 2014

Total labor and materials to complete project $10,300.00

Cc John Mahoney

Gil Moran

Dean Lessard

From: Michael Bridges [mcbridges@bridgeselec.com]
Sent: Wednesday, April 16, 2014 9:40 AM
To: Dean Lessard
Cc: john.mahoney@ransomenv.com
Subject: Electrical proposal for York Beach Lighting

Dean,
Here is the proposal for the lights in York Beach:
This price includes the lights, installation of the lights provided by the Town of York, 100 Amp pedestal, state permit, #6 copper wire, labor to complete the job and meeting the deadline of May 22, 2014.
Total cost: $14,800
Please let me know what you decide.
Thank you,
Mike

Michael Bridges
Master Electrician, CEO
Bridges Electric, Inc.
Tel. (207) 363-7177
Fax (207) 363-7172
P.O. Box 7
York Harbor, ME 03911

Woods Electric Inc.
PO Box 434
York, Me. 03909
207-363-4541
bwoods1@maine.rr.com

Estimate

Number: E758

Date: 4/15/2014

Bill To:

Town Of York
Dean Lessard
186 York St.
York, Me., 03909

Ship To:

Town Of York
Dean Lessard
186 York St.
York, Me., 03909

PO Number
York Beach Lighti

Product ID	Description	Quantity	Price Each	Amount
Lab-02	2 men	60.00	$130.00	$7,800.00
THHN-15	#6 THHN-Copper	8000.00	$1.10	$8,800.00
SEV-12	200-amp metor socket underground	1.00	$85.00	$85.00
CH-26	14 ircuit raintite panel	1.00	$98.00	$98.00
URD-15	UR4\ TRIPLEX	100.00	$3.75	$375.00
	fuseholder 5 amp	26.00	$15.03	$390.78
THHH-12	#12 THHN-copper	500.00	$0.50	$250.00
WP-3	weath proof inuse cover	26.00	$17.50	$455.00

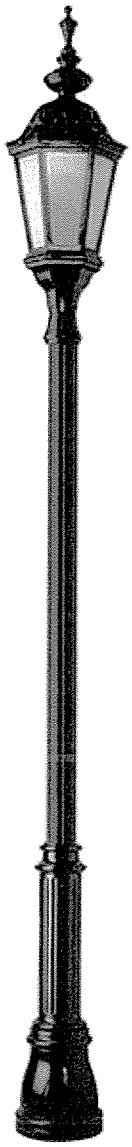
install 26 street lights (LED) in York Beach

fixtures and poles supplied by town of York

Amount Paid	$0.00
Amount Due	$18,253.78

Estimate valid for 30 days
Visa, Master Card, Discover, American Express

Total	$18,253.78



Diagrams

Product Specifications

Municipal quality core cast base with light fluted non-tapered 4" tubular shaft

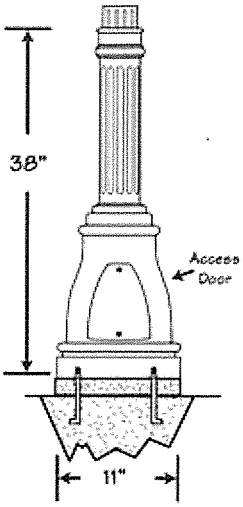
Brand:	Federal Series
Stock Number:	8773 - 12', 8873 14', 8973 16' overall height
Base Diameter:	11.5"
Height:	12', 14, 15'
Dimensions:	11.5" Dia. x 38" Height
Luminair Dims:	37.25" Height x 13.25 Wide
Post Material:	4" dia. x .125 wall lightly fluted aluminum post
Globe Material:	Lense is Clear Prismatic (waffle)
Lighting:	Standard: Incandecent
Optional:	(HID) HPS- Hight pressure sodium, or MH - Metal Halide

Installation Instructions

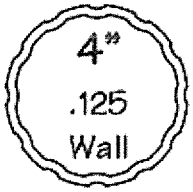
Lights are to be installed onto a cement pad the depth of your local frost line. The base pad should be poured cylindricaly with a width of not less than 2" larger than diameter of base. 1/2" x 12" to 18" L-Shape bolts are necessary for installation (not provided, may obtain at your local hardware store) secure four (4) of these bolts, according to the template provided. Electrical conduit containing the main electrical wire should protrude through the center of this cement pad. Connect the base of the light to the cement pad using nuts, and connect the main electrical wire to the leads extending down from the socket assembly (standard) or the ballast/socket assembly (optional). Assembly is now complete.

Extended Product Description

HEAVY DUTY MUNICIPAL QUALITY CORE CAST BASE WITH 4" DEEPLY FLUTED TUBULAR NON TAPERED SHAFT


38"
Access Door
11"

11" Base
8.5" Centers


4"
.125
Wall

HOLOPHANE
An AcuityBrands Company

Quoted To: Town of York
York, ME

Job Name: **Town of York- Beach Street**
Quote #: 2066-11-10159-0
Quote Label: Initial Version
Job Location:
Issue Date: 8/17/2011
Bid Date: 7/28/2011

Quoted By: Jim Bailey
207/582-5106
JBailey@holophane.com

Type	Qty	Catalog #	Unit $	Ext $
	4	**PUL 070 5K AS B L3 S H PCS** Utility Postop FCO LED (PUL): PUL, 70 Watt Driver, 5000K, Auto-sensing voltage 120-277 volt, Black, Asymmeric, Full Cutoff LED, Spike Style Finial, NEMA Twistlock Photocontrol Receptacle, DTL Twistlock Photocontrol 120-277 Volt *4 PUL0705KASBL3SHPCS*	**$1,477.00**	**$5,908.00**
	4	**PUL 070 5K AS B L3 S H PCS** Utility Postop FCO LED (PUL): PUL, 70 Watt Driver, 5000K, Auto-sensing voltage 120-277 volt, Black, Asymmeric, Full Cutoff LED, Spike Style Finial, NEMA Twistlock Photocontrol Receptacle, DTL Twistlock Photocontrol 120-277 Volt *4 PUL0705KASBL3SHPCS*	**$0.01**	**$0.04**
	4	**PTUE 100 5K AS G3 B S H PCS** Utility Post Top LED (PTUE): Utility Post Top LED, 100 Watt System, 5000 Series CCT, Auto-Sensing Voltage (120-277) 50/60 HZ, Asymmetric Glass Refractor, Black, Spike, NEMA Twistlock Photocontrol Receptacle, DTL Solid State Photocontrol 120-277V *4 PTUE1005KASG3BSHPCS*	**$1,613.40**	**$6,453.60**
	4	**PTUE 100 5K AS G3 B S H PCS** Utility Post Top LED (PTUE): Utility Post Top LED, 100 Watt System, 5000 Series CCT, Auto-Sensing Voltage (120-277) 50/60 HZ, Asymmetric Glass Refractor, Black, Spike, NEMA Twistlock Photocontrol Receptacle, DTL Solid State Photocontrol 120-277V *4 PTUE1005KASG3BSHPCS*	**$0.01**	**$0.04**

Estimated Lead Time: 8 weeks **Grand Total: $12,361.68**

Notes

* NOTE- price quoted is budget for the Town of York to purchase the material thru an authorized Holophane wholesale electrical distributor.

Terms

HOLOPHANE: This quote is valid for 90 calendar days from date of quote. Shipment lead times begin the day after the order is released and are based on working days only. Shipments are FOB Shipping Point on all orders. Holophane shall pay the freight on orders of $3,000 or more ($750 for replacement ballast kits) to all points in the continental United States and Canada. Upon release of your order, poles and non-standard material cannot be cancelled or returned. Terms are subject to revision. Items with "Hold" status have not been allocated any labor, material, or scheduled production time. The lead time to shipment will begin when Holophane receives your clarification or approval to release your purchase order item(s) from "Hold" status. Prices in this acknowledgement are firm for release within a period of four months from the date of order. At the end of four months, Holophane, at its option, shall either increase prices by 3% or renegotiate pricing. Thereafter, escalation of 1-1/2% per three month period will be added. In the event of an extraordinary change in raw material costs, Holophane reserves the right to renegotiate pricing. Pricing will be reevaluated and confirmed upon receipt of your clarification or approval to release the purchase order item(s) from "Hold" status.

Request for Electrical Service Proposals: York Beach Lighting

April 2, 2014

The Town of York is requesting proposals (total cost for all labor, and all materials not provided by the Town, see below) for the installation of 26 Street lights on Ocean Avenue, Railroad Avenue and Long Beach Avenue in York Beach, Maine. Work will include associated conductors and grounding along with a meter pedestal and connection to CMP's grid. Proposal shall include:

1. Electrical connections as specified by drawings and requirements provided by Ransom Consulting, Portland, Maine (drawings).

2. Install one 100 amp meter pedestal at the corner of Long Beach Ave and Ocean Avenue including connection to CMP's electric grid at Pole #135/6 as shown on the drawings. Contractor responsible for all labor and materials required for this connection including coordination with CMP. Meter pedestal location to be field verified by Town representative before installation.

3. The Town will be supplying the street light poles and luminaries, which will be the same as the street lights installed on Beach Street in 2011 (see attached). The contractor will be responsible for transportation from the Town's Public Works facility on Chases Pond Road as well as assembling, mounting and connecting the street lights to the grid.

4. Electrical conduits and concrete light pole foundations were installed in the spring of 2012. Furnishing and installing conductors and grounding in compliance applicable codes and standards (including CMP requirements as well as local and national codes) will be the responsibility of the contractor.

5. The street light poles and light fixtures will be supplied with GFCI outlets. Contractor will be responsible for associated wiring within light fixtures as well as between light fixtures.

6. The lights in the commercial area of York Beach will be fed from an existing street light at the intersection of Beach Street and Old County Road as shown on the drawings. This light is, in turn, fed from a meter pedestal adjacent to a transformer across Beach Street from the Union Bluff Hotel. The run from this transformer to the existing light on the corner of Beach Street is approximately 370 feet and 6 gauge conductors were installed.

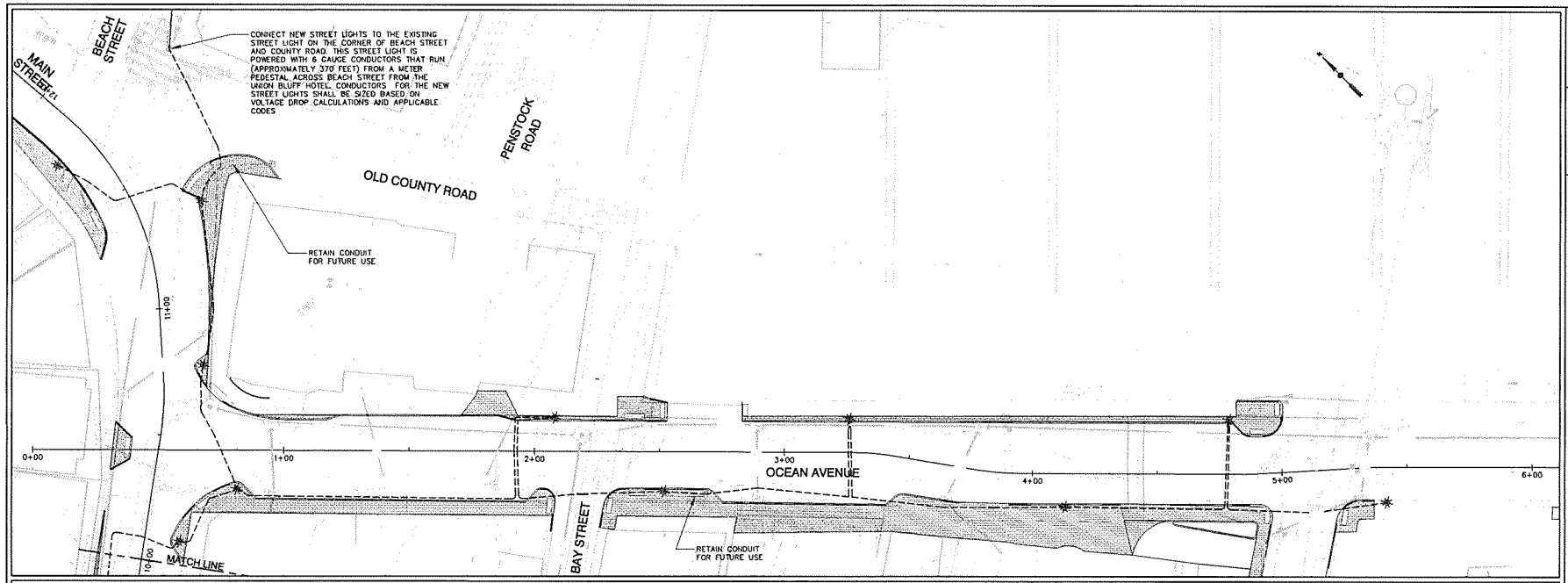
7. In order to facilitate the potential for future expansion, all conductors between light poles bases shall be 6 gauge wire.

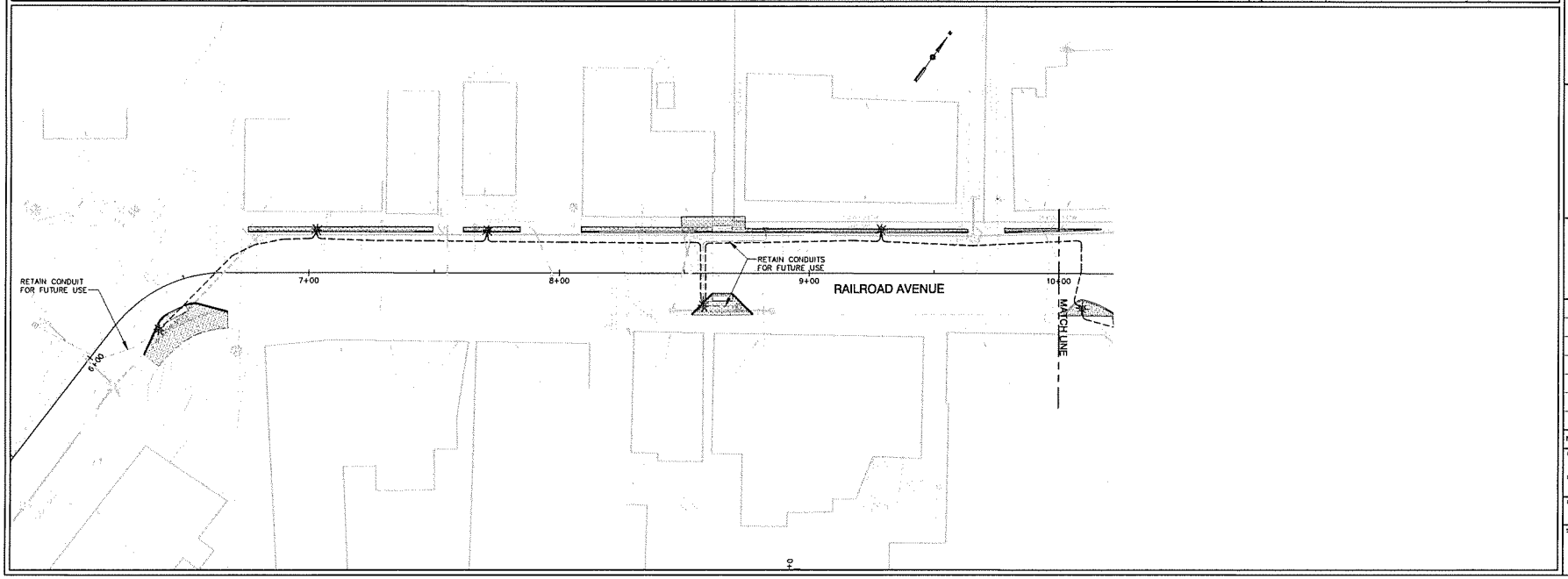
8. Proposals to be addressed to:
   Dean Lessard, P.E. Public Works Director, Town of York
   186 York Street, York, Maine 03909
   dlessard@yorkmaine.org

   If emailing proposal, please cc John Mahoney at john.mahoney@ransomenv.com

9. The schedules for contractor selection and completion of the work shall be as follows:
   a. Wednesday April 16th at 1:00 pm: Bids due to Town
   b. Friday, April 25: Town to provide selected bidder with notice to proceed
   c. Thursday, May 22 (Thursday before Memorial Day): All work complete.

10. Any questions should be emailed to dlessard@yorkmaine.org and john.mahoney@ransomenv.com. Questions must be received by Wednesday April 9th.





Site

York Beach Street Lighting

YORK, MAINE

Prepared for

TOWN OF YORK
186 YORK STREET
YORK, MAINE

FULL CUTOFF STREET LIGHT

REFRACTOR GLASS STREET LIGHT

SCALE

SCALE: 1" = 20'

20 0 20

RANSOM
Consulting Engineers and Scientists
100 Commercial Street, Suite 404,
Portland, Maine 04101
Tel (207) 772-2891
Fax (207) 772-3248
www.ransomenv.com

Street Light Layout

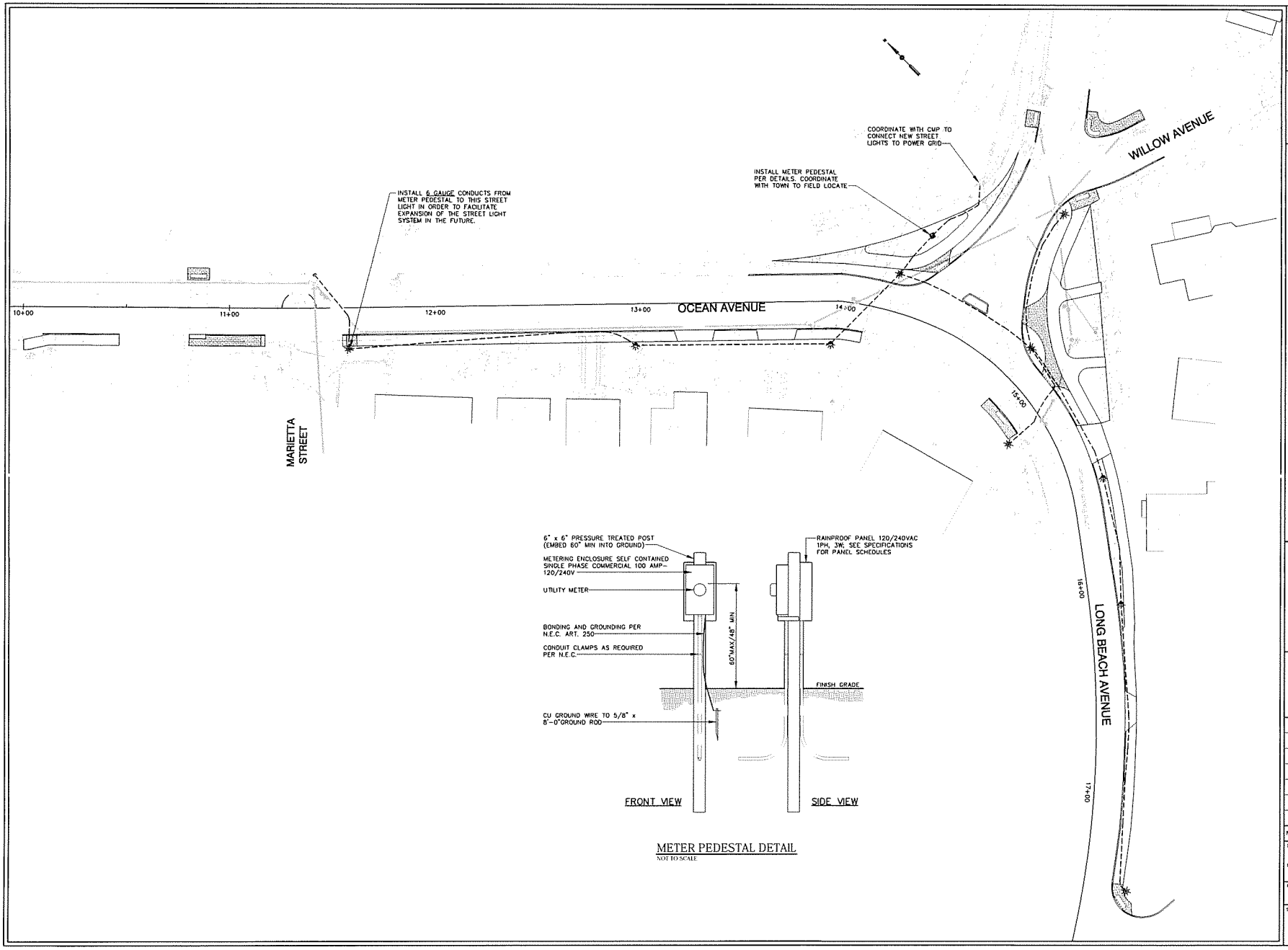
No.	Revision/Issue	Date
B	TOWN REVIEW	10/23/13
A	TOWN REVIEW	9/6/13

Design by: JIM	Checked by: SJB
Drawn by: JIM	Approved by: SJB
Project: 104.06061	Date: SEPT 2013

Sheet No.

SHEET 1

Sheet 1 of 2



METER PEDESTAL DETAIL
NOT TO SCALE

Site
York Beach
Street Lighting
YORK, MAINE

Prepared for
TOWN OF YORK
186 YORK STREET
YORK, MAINE

FULL CUTOFF STREET LIGHT
REFRACTOR GLASS STREET LIGHT

SCALE
SCALE: 1" = 20'

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Street Light Layout

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Project: 104.06061	Date: SEPT 2013

Sheet No.
SHEET 2
Sheet 2 of 2

AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 25, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular _X_ **Work Session**	☐ **Other:** _____
Subject: Update From York Village Study Committee	

TO: Board of Selectmen

FROM: Robert G. Yandow, Town Manager

RECOMMENDATION:

PROPOSED MOTION:

Discussion: Attached is a letter from Ron McAllister dated March 26, 2014 along with a document entitled *York Village Study Committee Progress Report #4.* This information will be the basis for an update from the York Village Study Committee at our meeting on Monday night.

As you know, the Town was awarded a $500,000 Municipal Participation Initiative (MPI) grant from the Maine Department of Transportation in connection with the York Street Drainage and Reconstruction project and in connection with an expansion of the proposed project area to include work in York Village. Based on funds that have already been expended by the Town, MDOT has provided the $500,000 grant award to the Town in full as compared to incremental reimbursements. These funds are available, with Selectmen approval, for future work done in the expanded project area.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

Prepared By: _____ Reviewed By: Robert B. Yandow

Ronald J. McAllister
188 Woodbridge Road
York, Maine 03909-1423

E-mail: ronmcallister150@gmail.com **Telephone: 207-363-1134**

TO: Members of the Town of York Board of Selectmen

FROM: Ron McAllister, Chair - York Village Study Committee

DATE: 26 March 2014

RE: Progress Report #4

Attached you will find an interim report on the work undertaken by the Village Study Committee during the period since the VSC last met with the Board of Selectmen.

You will note at the end of the report that we request an opportunity to meet with the Board in a workshop format at your earliest convenience. We also would be pleased to have other relevant boards and committees invited at your discretion.

We look forward to discussing this report with you as well as going over proposed next steps in the process. Thank you for your continuing support and interest.

cc: Village Study Committee
S. Burns
R. Yandow

York Village Study Committee:
Progress Report #4
26 March 2014

Introduction

This report is intended to update the Board of Selectmen on progress made since the Committee appeared before the Board on August 29, 2013 in a workshop involving the BOS and the VSC as well as members of the Historic District Commission and the Planning Board. At that time, we discussed our outreach strategy which consisted of several initiatives designed to inform people about the work of the committee and to gather input on two major aspects of our work.

The Three Options

Narrowing. During the summer, the VSC narrowed its array of options for improving traffic flow around the Monument and through the 2-Minute Village. Configurations involving a traffic circle (roundabout) and a series of one-way streets were eliminated because of concerns about negative impacts on the historic character of the Village and/or on the business community. The remaining choices have evolved into three options: 1) the Monument Garden, 2) the Village Park, and 3) the Town Common.

Public Presentations. Our outreach efforts focused on gathering input about which options were favored by those from whom we gathered information. We had a table at MarketFest over the October 18-19 weekend. At the recommendation of the BOS, we set up a table at the High School during the Town Meeting Referendum on November 5th. We also made presentations to the Village Business Association (November 7th), to the Rotary Club (November 15th) and to the Library Board of Trustees (January 9th). In addition, we developed a VSC website (www.yorkvillage.org) where additional input has been received.

Results. Responses from these venues favor the Town Common option. The numerical results of our polling (as of January 9, 2014) and involving 260 respondents are as follows:

Option I (Monument Garden):	28	(10.7%)
Option II (Village Park):	14	(5.3%)
Option III (Town Common):	218	(84%)

The Elements

Another thing we asked people was their opinion of change "elements" proposed for the public space throughout the 2-Minute Village. This poll asked respondents to rate each element from 1 – 5 with 5 being "strongly favor" and 1 being "strongly oppose." We have arranged these evaluations in terms of the most and least popular elements.

Results of this polling were as follows:	Rating
Better placement of crosswalks	4.6
Less asphalt with more pedestrian and green space	4.6
Sidewalks (minimum five feet wide)	4.5
More off-street parking	4.5
Deciduous street trees	4.5
Places to sit	4.3
Period lighting	4.2
Improved regulatory, directional & informational signage	4.2
Maximized safe on-street parking	4.2
Relocated utility lines	4.1
Narrower travel lanes for vehicles	3.9
Sidewalk extensions to provide shorter crosswalks	3.9
Parallel parking only	3.8
Bicycles share vehicle travel lanes	3.8

A final open-ended question asked people for comments and/or other recommendations. Responses to this commentary section of the survey are shown in *Appendix A* attached.

Outreach Efforts

Outreach to the community and gathering information from people interested in the VSC project remains important to us. Four different efforts are being implemented:

Website. The website we imagined and recommended to the BOS was designed and implemented on a *pro bono* basis by York resident Christine Hartwell of New England Site Solutions. The site at www.yorkvillage.org contains the three final scenarios developed by the VSC as well as a series of historical and contemporary photographs. It also contains a document library containing an archive of documents and video presentations made by the VSC since its inception.

Public Service Announcement. In an effort to obtain more input from the community, the three options developed have been incorporated into a public service announcement which we plan to put up on Channel 3 on an ongoing basis.

Display Boards. A series of foam display boards have been made so that the core ideas of the VSC can be accessed by people in town. We intend to display them in public places such as the Library, Chamber of Commerce, Town Hall and the Museums of Old York.

E-Newsletter. We have been working on developing an electronic newsletter which can be sent to individuals who have shared their e-mail addresses with us. Our hope is that people who receive these periodic updates will share the information with people whose e-mails we do not have, thereby providing a wider network of informed citizens.

Engineering Survey

Following release of funds by the BOS, Dean Lessard led the committee in a bid process to identify a surveying firm capable of conducting an existing conditions survey of downtown York Village. The process led us to one firm - LinePro Land Surveying, Inc. of Shapleigh, Maine. Winter has delayed the progress of the fieldwork phase of the study but LinePro has been honoring its commitment to the Town, conducting necessary deed research until snow is off the ground. Letters were sent to adjacent property owners, both by LinePro and by the Town, so property owners would not be surprised to find surveyors adjacent to their property

Beyond the 2-Minute Village

The VSC's conceptual drawings for the Village did not extend throughout the entire study area because we were focused on the Monument area. The area between the Berger Building and Moulton Lane is being added to the conceptual drawings in order to make the conceptual area match the mapped area. LinePro's work also conforms to this complete area. Additional work underway by the Committee will show the extent of the options under development. In effect, the area under study is being extended to the 5-Minute Village and beyond in all directions. There was strong interest on the part of some business owners to extend our purview to the East. It was always the intention of the VSC to extend this scope and we are happy to be able to do so now.

Parking

A rough estimate of existing parking in the Village shows as many as 67 spaces on the streets within the two-minute village. Until the various studies are completed we do not know exactly how many spaces would be lost if head-in parking were to be replaced with parallel parking or another configuration. It is safe to assume that some spaces would be lost under each option. Adding more off-street parking to make up for any losses remains one of our goals. In December 2013, the VSC recommended that the BOS put before the voters the question of acquisition of the Hodgin property which would add 33 additional off-street spaces. The BOS decided against doing so at this time.

Urban Design Process

Request for Qualifications (RFQ). At the time of our last presentation to the BOS, we talked about next steps. These included the survey of existing conditions as well as some sort of professional design work both to verify the feasibility of the proposed intersection scenarios and to produce some graphics to help the community better understand the changes proposed for York Village. Through VSC and staff discussions, it was decided that we should pursue a unified strategy of incorporating planning and design work into the ultimate technical engineering services that will be required to implement future changes to downtown York Village.

Our idea is to identify a number of multidisciplinary urban design firms with the capacity and interest to lead a thorough process that incorporates public input, visual aids, technical vetting of the ultimate design and construction documents. To this end, we have issued a request for qualifications (RFQ) through various public outlets including newspapers and the Town's webpage (*See Appendix B*).

Responses to this RFQ (due by May 28) will tell us to whom we might go to for the professional design work. We believe this RFQ process offers an opportunity to find the right team of professionals to assist with all the anticipated future steps required to implement positive, community supported changes to York Village.

Next Steps. Following the RFQ, the next stage will involve developing a proposal for the BOS to consider. We believe that this RFQ process will allow us to identify the right firm to do this complex work. We expect many firms to be interested in this project but we believe far fewer firms have the requisite expertise. As part of the process, we anticipate that a community design forum will be held in Summer or Fall, following identification of the firm to do the design and planning work.

We want to be clear that no commitment of funds for future work has been proposed nor will it be proposed without the direction of the BOS. The Board will be kept informed about the results of the RFQ process as it is completed. Our plan is to find the right firm, clarify the proposed fees, scope of work, etc. before coming to the BOS with any recommendations involving funding not already authorized. A request to authorize the expenditure of funds can be anticipated this year but nothing we have done or are doing involves construction at this point. Our best guess is that 10% of overall project costs will be for design work; another 20% will be necessary for construction engineering; and that the majority of funds (70%) will be necessary for construction. It is in the construction phase that traditional competitive bidding processes are proposed.

Zoning Issues

As noted above, the Committee is beginning to extend its scope beyond the 2-Minute Village. One of the areas where this is happening is what we have started calling the East End of the Village, roughly from Hospital Drive to Moulton Lane where special opportunities may exist for walkways and bicycle trails. Another is the West End — the Museum area — where lack of clarity sometimes exists regarding public use of private property. Conceptual drawings are being undertaken by the VSC to include the expanded area (aka the 5-Minute Village and beyond). The work going forward will address pressing zoning issues throughout the Village. We expect shortly to be asking the Planning Board to consider possible changes in existing zoning ordinances. Among the areas needing change are standards for lot coverage, set-backs, on-site parking requirements, building heights and general use.

Turnover in VSC Membership

Christine Grimando. In the middle of March, two members of the VSC informed the Committee that they would be leaving their posts to take up other employment. Town Planner Christine Grimando will be leaving after April 1st to become Senior Planner for the City of Portland. An opening has been posted and a search is now underway for her replacement. We hope this search proceeds smoothly but we realize that the skills and knowledge Christine brought to the VSC will not be replaced easily. We request that another Town hall liaison be appointed so that there will be no loss of communication between the VSC and the administration of the Town.

Dawn Fernald. The other loss is of Dawn Fernald, who will be leaving York Hospital to become Director of Marketing and Community Relations at Wentworth Douglass Hospital. Dawn was a substitute for Steve Pelletier who was a founding member of the VSC. We believe it is important to have a slot on the VSC representing the Hospital and hope a substitute can be arranged. The contributions of each of these women have been immeasurable. Their work on the VSC is much appreciated. The VSC has some thoughts about possible replacements for these two former members and would like to discuss the matter with the Board.

Conclusion

The VSC has been advised that some members of the BOS feel they have not received sufficient information about the activities of the VSC. Effective immediately, agendas and minutes of all VSC meetings will be distributed to all members of the Board and not just to the Town officials who hold membership on the VSC. Finally, members of the VSC would like to meet with the BOS in a workshop format as we did in August last year. We would be happy to include representatives of the Historic District Commission and the Planning Board at that meeting. We are available for such a meeting whenever it is convenient for the BOS. We look forward to continuing our work together with you.

Respectfully submitted,

The Village Study Committee:
Stu Dawson
Antonia DeSoto
Dawn Fernald
Christine Grimando
Gloria Gustafson
Joel Lefever
Ron McAllister
Peter Smith
Scott Stevens
Lew Stowe

List of Appendices

A. Elements Opinion Poll Comments and Recommendations

B. Request for Qualifications (RFQ) Notice

Appendix A

Elements Opinion Poll Comments and Recommendations

- Overhead Utilities should be underground, not simply relocated for aesthetic as well as practical reasons! Practically speaking, to maximize safety and minimize maintenance!
- Extend the elimination of utility poles to old library and around the ancient cemetery by historic buildings
- Don't like parallel parking. Leave it alone.
- Keep traffic moving, but SLOWLY just in the center of town. No traffic light, no more stop signs, no changes of lanes. Minimize the bump-outs on the sidewalks.
- Relocate town hall - use town owned land in center of town behind cemetery and put off-street parking there too
- End school zone signs at Village Elementary
- In favor, as long as enhancement for business.
- Better business climate – see Ogunquit!
- You must take measurements and keep in mind the area of turning & parking needed for fire trucks and other emergency vehicles or they will be running over the curbs and safety zones.
- Utilities should be underground. I support sidewalk extensions - very important!
- Bike racks needed
- NO bump-outs!
- All of the following:
  ~ broader sidewalks - 10-12 feet for outdoor use as cafe, etc.
  ~ use real bricks on sidewalks
  ~ eliminate shortcut behind monument - a waste and dangerous for parking
  ~ relocate monument as needed to get better space utilization
  ~ design drainage creatively
  ~ survey the right-of-way as it is
- Consider
  ~ off-street parking not needed – York Hospital should provide its own parking
  ~ no "hokey" faux brick, no hokey faux gas lights, no tacky banners
  ~ more sidewalks, sidewalks, sidewalks
  ~ create a traffic flow that is comprehensible to visiting drivers
- Don't make the sidewalk extensions too long/deep
- Improve underground drainage infrastructure.

- Require privately developed and paid for employee parking
  (rather than current situation in which these folks hog available parking
- Keep monument as focal point at intersection. Drainage as well as surface water needs to be addressed in this project
- Dedicated bike lane if possible.
- You are doing a great job! Thank you.
- Keep talking! Change will happen.
- Don't do anything..... just make everyone go home!
- For any option, provide a three-way stop at the monument.
- Please prioritize fully shielded street lamps over "authenticity"
- Utilize front of firehouse parking lot to replace lost parking spaces.
- Addition of sidewalks and parking would enable greater utilization by restaurants, etc.
- Reverse diagonal parking....back in to park.
- Provide unloading zones for businesses to receive goods.
- During an average day, employees from local businesses and the hospital park on the street and in the library lot for periods of 6-8 hours. A quick and effective fix would be to limit parking in the village to less than 2 hours. This should especially be enforced during the summer season. We can keep our small town feeling by using signs instead of meters. This would free up parking spaces along with bringing in revenue from parking tickets for violations.
- Provide sensible turning lanes, smaller overall traffic interchange, big enough green space that it matters.
- Don't believe it would be possible to take out the road in front of Masiello building due to traffic patterns.
- Add parking meters for on-street parking spaces
- Need clear turn options at intersection
- Improve building facades
- Install raised crosswalks to make it safer for pedestrians
- Keep up the good work.

Appendix B

REQUEST FOR QUALIFICATIONS
TOWN OF YORK
NOTICE TO CONSULTANTS

YORK VILLAGE MASTERPLAN, DESIGN & CONSTRUCTION DOCUMENTATION

Statements of Qualifications will be received by the Town of York at the Community Development Department office, 186 York Street, York, Maine, 03909, until 1:30 p.m. on March 28, 2014. Statements will be accepted from those consultants which the Town determines are the most likely to be qualified and capable of performing the work. All other statements may be rejected. In order to be considered responsive, five (5) copies and one (1) electronic copy (PDF) of the complete statements must be submitted. Statements need to be limited to 20 single sided pages (8.5x11), size 12 point font, including appendices. Statements need to be clearly marked "Request for Qualifications for YORK VILLAGE MASTERPLAN, DESIGN & CONSTRUCTION DOCUMENTATION."

The Town of York, through the York Village Study Committee, is soliciting Statements of Qualifications for planning, design, engineering and project management services for the York Village Masterplan, Design & Construction Documentation in historic York Village, Maine. The project will include complete street design, signage (regulatory, directional, and informational), pavement markings and traffic control; bicycle and pedestrian enhancements; hardscape and landscape design; public parking; public space creation and design; possible underground and above ground utility relocations; drainage modifications and improvements including implementation of green infrastructure; public participation and acceptance or any other pending engineering related activity as determined by the Town of York and York Village Study Committee.

The successful firm may be required to: create preliminary design reports; perform field surveys; plot topography and cross sections; prepare submissions for utility verification and relocation engineering; develop right-of-way plans; prepare drainage reports; perform geotechnical investigations and prepare geotechnical reports; prepare type, size and location reports; prepare structure drawings (including culverts, catch basins and monument support) for repair, rehabilitation or replacement; prepare erosion control details and narrative; prepare applications for environmental and other federal, state and municipal permits; perform traffic counts and analyses, including detour planning and mapping; prepare traffic control plans and narrative; investigate utility and property involvements and coordinate with utilities; prepare submissions for meetings; attend meetings with the Village Study Committee, Town boards or other agencies; and prepare construction plans and documents, specifications and estimates.

Any questions regarding the RFQ process should be directed to Christine Grimando, Town Planner, at (207) 363-1007 or cgrimando@yorkmaine.org. Formal responses will not be provided for questions received by telephone. All questions should be submitted by March 20, 2014 at 4:00 p.m. in order for the Town to respond to consultants prior to the acceptance deadline. Consultants shall not contact any other Town staff or Committee members for clarification of contract provisions, and the Town will not be responsible for any interpretations so obtained.

I. Background

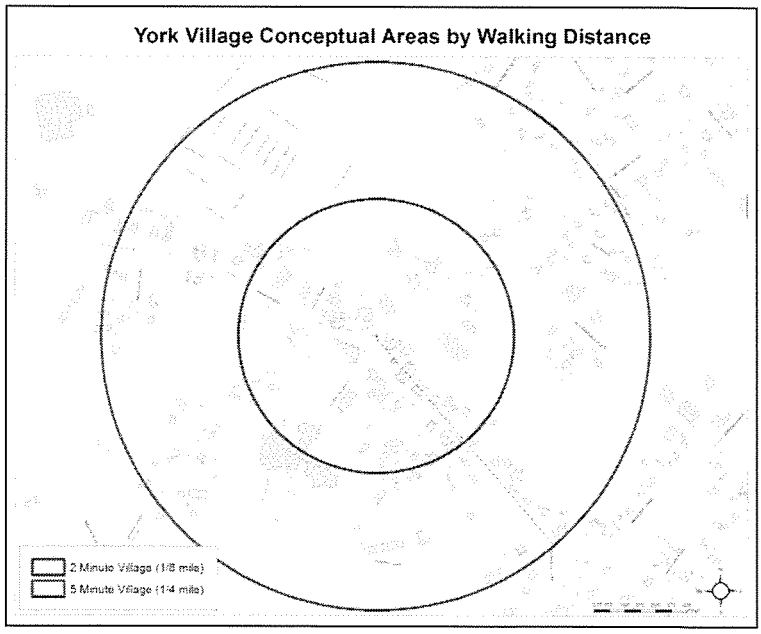
In May of 2011, the York Board of Selectmen appointed a committee to look into ways in which York Village might be revitalized. Since that time, the Village Study Committee (VSC) has met with business owners, residents and other interested parties to get their feedback on how York might reach the goal of establishing a framework that will promote the vitality and beauty of York Village and create a dynamic, safe, and sustainable town center which reflects the history of a community and is both welcoming to visitors and supportive of local businesses.

In October of 2012, the VSC filed a summary report with 25 detailed recommendations related to public process, key properties, parking, sidewalks, traffic, streetscape, planning and zoning. The work of the VCS to date has resulted in the development of three possible options for the monument intersection at the heart of York Village, already narrowed down over several years from multiple other designs.

Extensive relevant materials produced by the committee can be viewed on a website devoted to this project, www.yorkvillage.org.

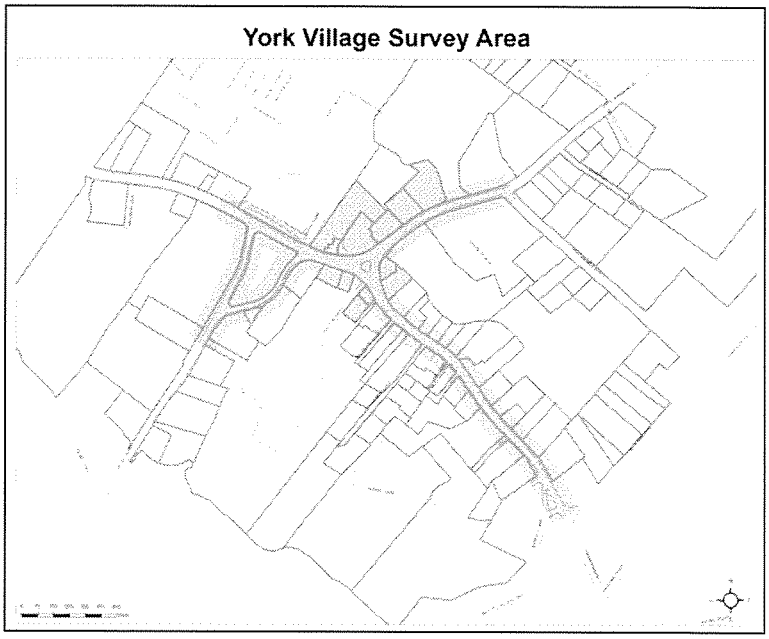
The site's *Document Library* (http://www.yorkvillage.org/yvscLibrary/index.html) includes final recommendations and copies of previous presentations.
Options for Tomorrow (http://www.yorkvillage.org/options/index.html) includes more detailed descriptions, as well as graphics of the monument intersection scenarios.

At this stage, the VSC is focused on examining the feasibility of the three options through continuation of the extensive public process already underway. The VSC's vision is to emerge with a single design for this intersection as well as for the public realm fanning out from it inside the study area. This vision includes a design that encompasses traffic flow, sidewalks, vehicle travel lanes, provisions for bicycles, utility placement and streetscape elements such as furniture and way-finding, public space creation, and public realm landscaping.



A. Project Area

Early on in the planning process, the committee conceptualized York Village in geographic terms, focusing on walking radii from the Civil War monument at the center of the primary York Village intersection. The area of concern for this particular stage of improvements is a portion of York Street and a portion of Long Sands Road, falling between the radii of a 2 and a 5 minute walk (or 1/8 and 1/4 of a mile) from the monument. An engineering survey of existing conditions in the area is currently being conducted. Inset maps show the study radii and the survey area, respectively.



B. Anticipated Scope of Services

The VSC has completed over two years worth of outreach and research, which is reflected in their carefully considered recommendations. It is expected that the chosen consultant team will build on the progress made on this project. The VSC will continue to play a leadership role in seeing this project to completion and in its interface with all aspects of the community. The consultant team will work in partnership with the VSC to those ends. The project has now reached a stage requiring technical assistance from a planning, urban design, and engineering team. The anticipated tasks included in the scope of services are as follows:

C. Initial Feasibility Assessment of the three intersection designs in regard to turning radii, traffic flow and safety.

D. Conceptual plan of proposed improvements suitable for presentation at public meetings. The plan should include landscape treatments such as street trees, sidewalks, location of lighting fixtures, overhead utility relocation possibilities, (with underground utility placement fully explored), bike markings, any other proposed public spaces, etc. The plan should include not only the central intersection, but also the area of York Street and Long Sands Road that are encompassed by the 2-5 minute village radii. Final limits of improvements will have to be determined, but will not exceed the limits of the areas shown in the graphics above.

E. An assessment of on-street parking spaces and off-street publicly accessible spaces, including any loss of existing parking that results from the proposed design, and the total maximum number of spaces available at conclusion of the project.

F. Preliminary design plans & opinion of cost.

G. Final Design Plans for construction and associated costs.

H. Attendance at Village Study Committee Meetings.

I. Multiple Public Meetings.

Final proposal and details of a contract will be determined after a qualified team is selected. The above list may vary somewhat in final form after discussion between staff, consultant team, and the Village Study Committee.

II. STATEMENT OF QUALIFICATIONS

This will be a qualifications-based selection process. Consultants responding to this Request for Qualifications shall submit:

1. Letter of Interest;
2. Complete description of consultant team experience and areas of expertise, clearly identifying past projects of similar nature. The consultant team shall describe its range and depth of experience relevant to this solicitation and the extent to which such services form their combined principal areas of activity. This section shall also discuss the consultant team's available resources for carrying out the work including labor, equipment, facilities, and so forth. This segment of the proposal shall not exceed two pages;
3. Resumes for each member of the consultant team as well as an indication of the nature and extent of each individual's participation;
4. Profiles of previously performed projects (within the last five (5) years), which highlight the team's qualifications may be included in an appendix (limited to five project profiles);
5. Three professional references for the consultant team or key project personnel. Required information: Reference name, his or her position, their company and contact information, and a brief description of the consultant team's relationship with the reference;
6. Identification of a project manager, who shall be responsible for all work and shall be the primary point of contact. The project manager should have demonstrated proficiency in urban design;
7. A listing of any citations or notices of violation issued within the last five years to local offices of firms represented in the Statement of Qualifications, including labor law violations, environmental law or regulation violations, safety law violations, or any pending litigations or unresolved claims.

III. CONSULTANT SELECTION

Interested firms shall respond to this request by submitting a Statement of Qualifications on or before the time due for submission. Following the receipt of the Statements of Qualifications, a review committee will evaluate the proposals and select consultant teams to interview. In selecting consultants, emphasis will be placed on their qualifications and experience with similar projects.

The Town of York is soliciting proposals from a team of qualified consultants with demonstrated experience in downtown revitalization initiatives, with, at minimum, expertise in civil and/or traffic engineering, landscape architecture, architecture, economic development, community planning and urban design. The Town will select the best consultant for the project and present a contract agreement to that consultant for approval. During the evaluation, if necessary, the Town may wish to request supplemental information from some or all members of the consultant team. The Contract will include the Final Scope of Work for the project.

The Town will consider the following factors during the evaluation of the submitted Statements of Qualifications for this project:

1. Team Qualifications;
2. Understanding of Project Objectives;
3. Past record of performance with respect to cost control, work quality, ability to meet schedules and previous experience on similar projects;
4. Experience obtaining state and federal funding.

IV. CONTRACT

Any contract entered into by the Town shall be in response to the Statement of Qualification and subsequent discussions. The contract award shall be based on the criteria described herein. Once the contract has been agreed to and executed, the Town will authorize work to proceed.

The Town of York reserves the unqualified right to reject any or all Statements of Qualifications and to accept the Statements of Qualifications which in its sole judgment will under all circumstances serves its best interest. The Town of York reserves the right to negotiate the final product and cost with the selected consultants. If the Town is unable to enter into an agreement with the selected consultants, the Town reserves the right to terminate negotiations and initiate negotiations with another consultant team. No compensation will be paid for the failed negotiations.

PUBLIC HEARING NOTICE

April 28, 2014
7:00PM
York Public Library

The Selectmen will hold a Public Hearing on April 28, 2014 regarding New Business License Applications for the following:

- Fred Sico JR. DBA: Kinetic Kids (Victualers); Located at 42 Brickyard Court
- James Donovan DBA: Barrell Homestead Kitchen (Victualers/Bottle Club); Located at 71 Beech Ridge Road

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

Business Name BARRELL HOMESTEAD KITCHEN
Business Location 71 BEECH RIDGE RD

Telephone Number 617-485-7701

OWNER'S Name and Mailing Address JAMES DONOVAN
71 BEECH RIDGE RD
YORK MAINE 03909

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		

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: 86/45
License Year: 2014
No. Of Seats:
No. Of Parking Spaces:

New License (One Time $30 Fee): YES (circled) NO

License Renewal: YES NO (circled)

Bed and Breakfast License: # of Rooms N/A

Hotel/Motel with Cooking Facilities: # of Rooms N/A

Is Your Establishment Closed for More Then 120 Consecutive Days? YES NO (circled)

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):

___ 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.

3/13/14
Date

Applicant's Signature

Please Read and Initial the Following Statements:

JD I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
JD 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
JD 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.
JD 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. $130 RECEIPT NO. #1007 RECEIPT DATE 3/13/14 MI PM MM MS

$ 105 August

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

Business Name KineticKidz
Business Location 42 Brickyard Ct.
York ME
Telephone Number 413 454 7163

OWNER'S Name and Mailing Address Fred A. Sico Jr.
30 Josiah Norton Rd.
Cape Neddick ME 03902

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		

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: 53-22E
License Year: 2014
No. Of Seats: 20-25
No. Of Parking Spaces: 60

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 Then 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): _____

___ 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.

4-4-2014 — Date
Fred A. Sico Jr. — Applicant's Signature

Please Read and Initial the Following Statements:

FS I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
FS 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
FS 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.
FS 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
FS 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 Fred A. Sico Jr. 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. #1055 RECEIPT DATE 4/4/14 MI PM MM MS
MMA

AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 25, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** __	☐ **Other:** _____
Subject: Business License Applications (8)	

TO: BOARD OF SELECTMEN

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

RECOMMENDATION: Approve all Business License Applications (8)

PROPOSED MOTION: I move to approve the following licenses:

1. Michael Specker DBA: The Brixham General Store (Victualers); Located at 435 Cider Hill Road
2. Kathryn Kelley DBA: Coppa Magica Gelato (Victualers); Located at 852 US Route One
3. Kent Kilgore and Randy Small DBA: Fisherman's Dock (Victualers/Liquor); Located at 855 US Route One
4. Joseph Lipton and Chris Crane DBA: Inn on the Blues (Victualers/Liquor/Special Amusement/Hotel/Motel w/Cooking Facilities); Located at 7 Ocean Avenue
5. Mark Anastas DBA: Liquid Dreams Surf Shop (Victualers); Located at 171 Long Beach Avenue
6. Betty Weaver DBA: Lobster in the Rough (Victualers/Liquor/Special Amusement); Located at 1000 US Route One
7. Edward and Deborah Flanagan DBA: Rossi's Italian Bakery (Victualers); Located at 2 Beach Street Suite #1
8. Maine Ice Cream LLC DBA: Village Scoop Ice Cream (Victualers/Special Amusement); Located at 226 York Street

1.

… 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: The Brixham General Store, Rossi's Italian Bakery and Lobster in the Rough

FISCAL IMPACT: N/A
DEPARTMENT LINE ITEM ACCOUNT: N/A
BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared By: Melina M Avery

Reviewed By: Robert B. Yandow

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
Code Enforcement Officer

DATE: April 23, 2014

RE: **LICENSE INSPECTIONS AND RECOMMENDATIONS**

Based on my review, I recommend the following position on the licenses to be heard on April 28, 2014 .

ENDORSEMENTS

Kathryn Kelley
DBA: Coppa Magica Gelato **Map/Lot: 0094-0066**
Victualers

Kathryn Kelley
P.O. Box 3
Hopkinten, MA 01748

FACILITY	Take Out
ZONE	RT 1 - 2
USE	Conforming, Existing
RECOMMENDATION	Approval

Kent Kilgore & Randy Small
DBA: Fisherman's Dock **Map/Lot: 0094-0069-B**
Victualers/Liquor

Kent Kilgore & Randy Small
P.O. Box 326
Cape Neddick, ME 03902

FACILITY	Restaurant - 12 Seats
ZONE	RT 1 - 2
USE	Conforming, Existing
RECOMMENDATION	Approval

Joseph Lipton & Chris Crane
DBA: Inn on the Blues **Map/Lot: 0024-0011**
Victualers/Liquor/Special Amusement/
Hotel/Motel with Cooking Facilities

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

FACILITY	Restaurant/Hotel/Motel - 214 Seats/5 Rooms
ZONE	YBVC
USE	Conforming, Existing
RECOMMENDATION	Approval

Mark Anbastas
DBA: Liquid Dreams Surf Shop **Map/Lot: 0033-0161-0015**
Victualers

Mark Anbastas
132 Josiah Norton Road
Cape Neddick, ME 03902

FACILITY	Restaurant - 10 Seats
ZONE	RES - 7
USE	Conforming, Existing
RECOMMENDATION	Approval

Betty Weaver
DBA: Lobster in the Rough **Map/Lot: 0094-0053**
Victualers/Liquor/Special Amusement

Betty Weaver
P.O. Box 544
York, ME 03909

FACILITY	Restaurant - 100 Seats
ZONE	RT 1 - 4
USE	Conforming, Existing
RECOMMENDATION	Approval

Michael Specker
DBA: The Brixham General Store **Map/Lot: 0089-0038**
Victualers

FACILITY	Retail Store/Deli - 15 Seats
ZONE	GEN - 1
USE	Conforming, Existing
RECOMMENDATION	Approval

Carolyn Garrett
DBA: Village Scoop **Map/Lot: 0050-0112**
Victualers/Special Amusement

Carolyn Garrett &
20 Old Post Road
York, ME

FACILITY	Ice Cream Shop - 20 Seats
ZONE	GEN - 3
USE	Conforming, Existing
RECOMMENDATION	Approval

15 APRIL 14: EXTENSION CORD TO BE REMOVED. KMW

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

Business Name Liquid Dreams Surf Shop
Business Location 171 Long Beach Ave
York ME
Telephone Number 207-351-2545

OWNER'S Name and Mailing Address Mark Anastas
132 Josiah Norton Rd
Cape Neddick ME 03902

APPLICANT'S Name and Mailing Address Mark Anastas
132 Josiah Norton Rd
Cape Neddick ME 03902

Is applicant same operator as prior year? ☒ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	15 APRIL 14	KMW
Building Structural		
Electrical		
Plumbing		
Fire	4/13/2014	Bridges
Tax Collector	4/10/2014	Szeniawski

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: 0033-0161-015
License Year: 2014
No. Of Seats: 10
No. Of Parking Spaces: 2

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 Then 120 Consecutive Days? (YES) NO

REQUESTING THE FOLLOWING LICENSES:
X $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): _____

___ 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 X

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

4/5/14
Date

Applicant's Signature

Please Read and Initial the Following Statements:

NA I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
MA 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
MA 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.
MA 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
MA 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. $75.00 RECEIPT NO. #3425 RECEIPT DATE 4/10/14 MI PM MM MS
MMA

Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Thursday, April 10, 2014 11:23 AM
To: Melissa M. Avery
Subject: RE: Business License: Liquid Dreams Surf Shop

Current.

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

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From: Melissa M. Avery
Sent: Thursday, April 10, 2014 11:17 AM
To: David K. Bridges; Mary-Anne Szeniawski
Subject: Business License: Liquid Dreams Surf Shop

Attached is the Business License Application for Liquid Dreams Surf Shop, located at 171 Long Beach Avenue (0033-0161).

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.

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Melissa M. Avery

From: David K. Bridges
Sent: Sunday, April 13, 2014 9:32 PM
To: Melissa M. Avery
Cc: David K. Bridges
Subject: RE: Weekly Meeting List 04/14/2014 and Selectmen's Agenda

We have done inspections on the following;

Oceanside Store – grant their licenses
Neddick Place – grant their licenses
Candleshop Inn – grant their licenses
Anchorage – grant their license
Inn on the blues – grant their licenses
Liquid Dreams – grant their licenses
Long Sands general Store – grant their licenses
Windbreaker Restaurant – grant their licenses

From: Melissa M. Avery
Sent: Friday, April 11, 2014 3:17 PM
To: Ala Reid; Amy Phalon; Barrie Munro; Bob Cutts; Bob Reed; Brenda Knapp; Brian Ross; Charles Ott; Charles Steedman; Chris Ring; Christopher Balentine; Cliff Estes; Dana W. Moulton, IV; Dave Gittins; David Glazebrook; David K. Bridges; David Marshall; David Tibbetts; David Webber; David Woods; Dean Lessard; Dean Mello; Deborah J. Meyers; Deborah McDermott; Deborah McDermott; Diane Kleist; Donald Lawton; Douglas P. Bracy; Ed & Sally McGorman; Ed Frazier; Frank Dehler; Frank Kalwell; Harold O'Rourke; Harry Kluger; Helen Rollins Lord; Janalee Moquin; Janis Marshall-Colby; Jeff Normandin; Jerry Allen; Jim Smith; Joan Jarvis; Joe Carr; Joe Foote; Joey Donnelly; John D'Aquila; John Kraus; John O'Brien; John Welch; Jon Powers; Jonathan Speers; Joseph Lipton; Katie McWilliams; Kent White; Kinley Gregg; Kinley Gregg; Laura Dolce; Lawrence Graves; Len Dorrian; Lewis Stowe; Liam Gallagher; Linda Scotland; Margaret McIntosh; Mary Andrews; Mary Andrews; Mary-Anne Szeniawski; Matt Donnell; Melissa M. Avery; Michael G. Modern; Michael J. Sullivan; Michael Swant; Michael Whitman; Mike N; Nan Graves; Nancy O'Connor Stolberg; Patricia Hymanson; Peter Smith; Phyllis Newman; Pricilla Cookson; Reenie Johnson; Richard Bilden; Richard C. Mace; Robert G. Yandow; Robert Lascelles; Robert Tilley; Robert Waldman; Robin Cogger; Ron McAllister; Ronald Nowell; Roslyn Birger Heshfield; Scott D. Fiorentino; Scott Fiorentino; Skip Hartwell; Stanley Zajechowski; Stephen H. Burns; Stephen Pelletier; Susan Morse; S. J. Morse; Ted Little; Thomas Green; Tim Fitzgerald; Todd Frederick; Tom Carnicelli; Tom Prince; Tony Knox; Torbert Macdonald; Wayne Boardman
Subject: Weekly Meeting List 04/14/2014 and Selectmen's Agenda

Good Afternoon,

Attached is the Weekly Meeting List for the week of 04/14/2014 and also the Selectmen's Agenda for their meeting on April 14th.

As always, the Selectmen's Meeting Packet is available on the Town website www.yorkmaine.org.

Please feel free to contact me should you need anything else,
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

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

Business Name INN ON THE BLUES
Business Location 7 OCEAN AVE
YORK BEACH ME 03910
Telephone Number 207-351-3221

OWNER'S Name and Mailing Address JOSEPH LIPTON / CHRIS CRANE
PO BOX 700
YORK BEACH ME 03910

APPLICANT'S Name and Mailing Address SAME AS ABOVE

Is applicant same operator as prior year? ☒ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	10 APRIL 14	
Building Structural		
Electrical		
Plumbing		
Fire	4/13/2014	Bridges
Tax Collector	4/10/2014	Szeniawski

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: 0024-0011 YBVC
License Year: 2014
No. Of Seats: 214
No. Of Parking Spaces: 8

New License (One Time $30 Fee): YES (NO)

License Renewal: (YES) NO

Bed and Breakfast License: # of Rooms 1

Hotel/Motel with Cooking Facilities: # of Rooms 5

Is Your Establishment Closed for More Then 120 Consecutive Days? (YES) NO

REQUESTING THE FOLLOWING LICENSES:
X $25.00 Victualers
X $25.00 Liquor
X $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): MUSIC

___ Bed and Breakfast ($10 Per Room): Total ___

X Hotel/Motel with Cooking Facilities ($25 Per Every 10 Rooms): Total $25

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

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

04/10/14
Date

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. $150.00 RECEIPT NO. #4731 RECEIPT DATE 4/10/2014 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 5-18-2014

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.) IOTB, LLC **DOB:** 1/1/2004	**2. Business Name (D/B/A)** INN ON THE BLUES
DOB:	
DOB:	**Location (Street Address)** 7 OCEAN AVE
Address 7 OCEAN AVE	**City/Town** YORK BEACH **State** ME **Zip Code** 03910
	Mailing Address PO BOX 700
City/Town YORK BEACH **State** ME **Zip Code** 03910	**City/Town** YORK BEACH **State** ME **Zip Code** 03910
Telephone Number 207-351-3221 **Fax Number**	**Business Telephone Number** 207-351-3221 **Fax Number** 207-363-7452
Federal I.D. # 81-0639881	**Seller Certificate #** 1075769

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 $ 64,377 FOOD $ 630,516 LIQUOR $ 538,732
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: 8AM - 1AM
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	09-02-72	BROOKLYN NY
CHRISTOPHER CRANE	07-24-46	LANGWITH UK

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

21 MAIN ST YORK BEACH ME 03910

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other then 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: 7 OCEAN AVE, LLC

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

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? .025 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 (Town/City, State) on 4-7-2014 (Date), 2014

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 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.

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 EXPIRERS 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.

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

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

1. Exact Corporate Name: JOTB LLC

   Business D/B/A Name: INN ON THE BLUES

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
CHRIS CRANE	11 CRAGMERE WAY CAPE NEDDICK ME	07/24/46	50	OWNER

6. What is the amount of authorized stock? 100% Outstanding Stock? Ø

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: _____

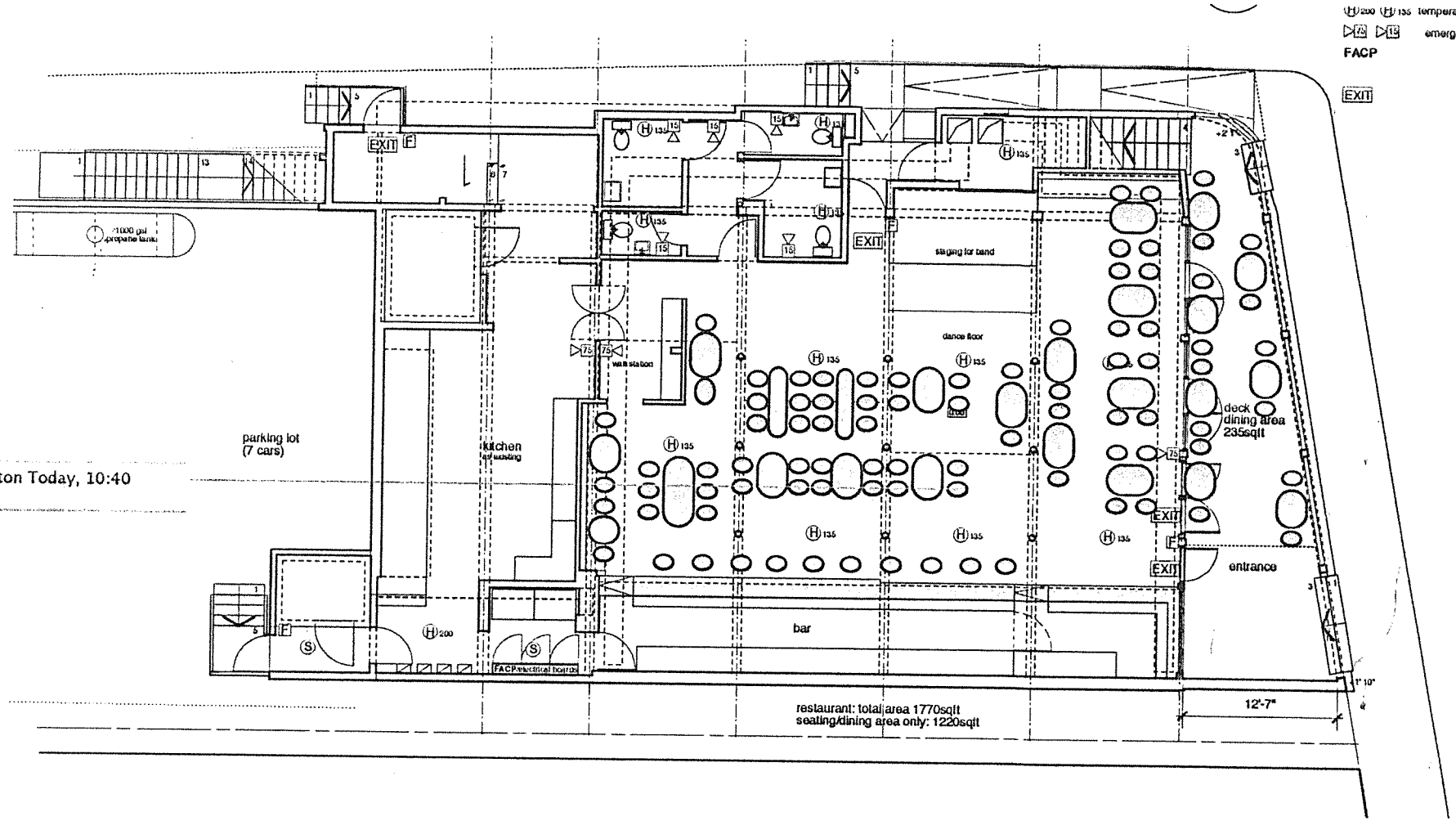
Dated at: _____ On: _____
City/Town Date

Signature of Duly Authorized Officer Date: 04/05/12

JOSEPH LIPTON
Print Name of Duly Authorized Officer

seph Lipton Today, 10:40
M

(H)200 (H)135 temperature rated heat detectors
75 15 emergency lights and sounders
FACP fire alarm control panel
EXIT illuminated exit sign

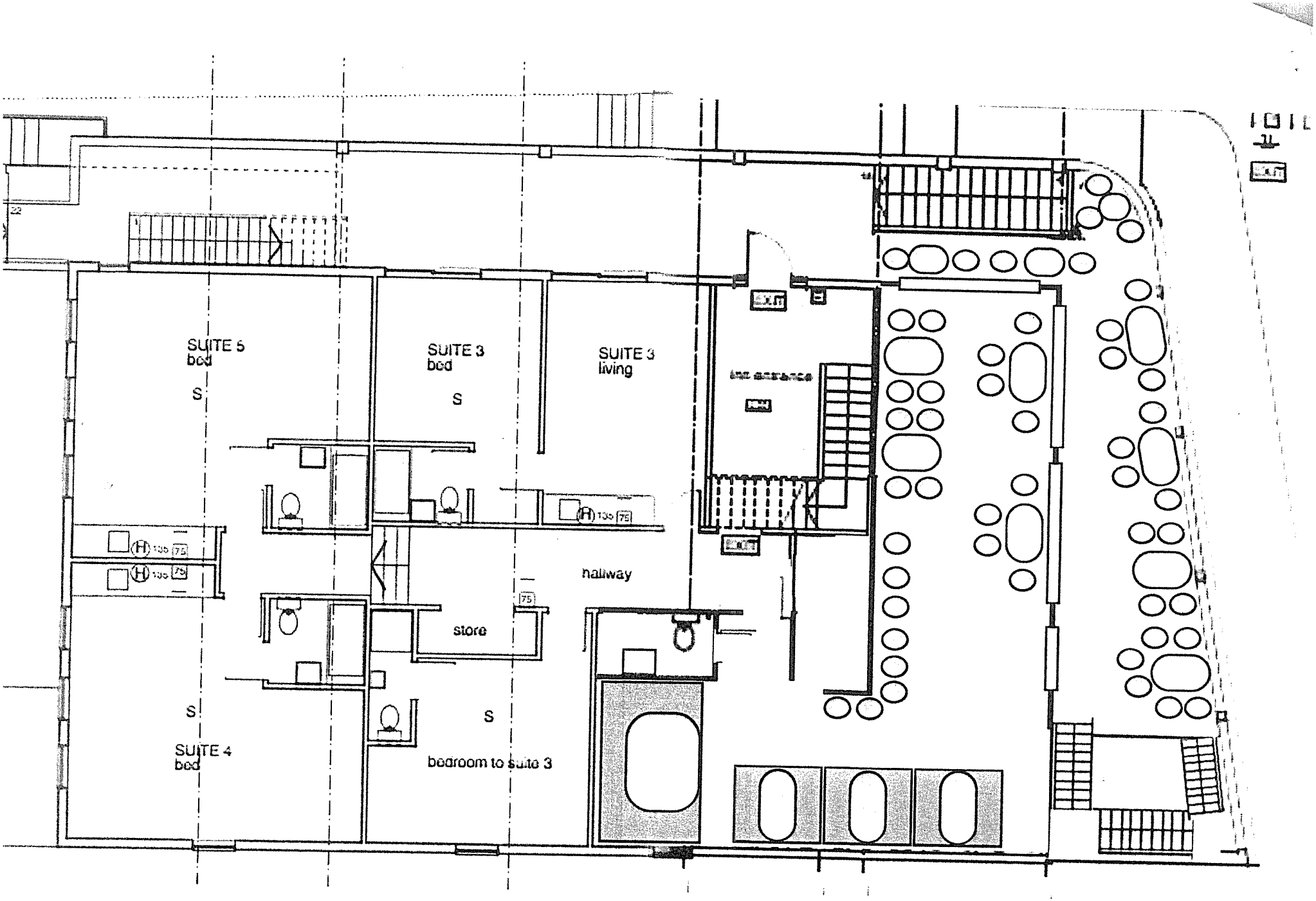


issue: 1	date: -	notes: -	
A	-	-	
B	-	-	
C	-	-	

0 8 16 24 feet

scale: 1/8" = 1'0"
job no.: 07_01
dwg no.: 100

project: Inn on the Blues
7 Ocean Avenue, York Beach, ME 03910
client: IOTB
date: 01_10_07
dwg name: existing first floor plan


SUITE 5
bed
S
SUITE 3
bed
S
SUITE 3
living
hallway
store
S
SUITE 4
bed
S
bedroom to suite 3
EXIT
EXIT
EXIT
EXIT
135
75
22

Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Thursday, April 10, 2014 9:30 AM
To: Melissa M. Avery
Subject: RE: Business License: Inn on the Blues

Current

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

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From: Melissa M. Avery
Sent: Thursday, April 10, 2014 8:59 AM
To: Mary-Anne Szeniawski; David K. Bridges
Subject: Business License: Inn on the Blues

Attached is the Business License Application for Inn on the Blues, located at 7 Ocean Avenue (0024-0011).

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.

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Melissa M. Avery

From: David K. Bridges
Sent: Sunday, April 13, 2014 9:32 PM
To: Melissa M. Avery
Cc: David K. Bridges
Subject: RE: Weekly Meeting List 04/14/2014 and Selectmen's Agenda

We have done inspections on the following;

Oceanside Store – grant their licenses
Neddick Place – grant their licenses
Candleshop Inn – grant their licenses
Anchorage – grant their license
Inn on the blues – grant their licenses
Liquid Dreams – grant their licenses
Long Sands general Store – grant their licenses
Windbreaker Restaurant – grant their licenses

From: Melissa M. Avery
Sent: Friday, April 11, 2014 3:17 PM
To: Ala Reid; Amy Phalon; Barrie Munro; Bob Cutts; Bob Reed; Brenda Knapp; Brian Ross; Charles Ott; Charles Steedman; Chris Ring; Christopher Balentine; Cliff Estes; Dana W. Moulton, IV; Dave Gittins; David Glazebrook; David K. Bridges; David Marshall; David Tibbetts; David Webber; David Woods; Dean Lessard; Dean Mello; Deborah J. Meyers; Deborah McDermott; Deborah McDermott; Diane Kleist; Donald Lawton; Douglas P. Bracy; Ed & Sally McGorman; Ed Frazier; Frank Dehler; Frank Kalwell; Harold O'Rourke; Harry Kluger; Helen Rollins Lord; Janalee Moquin; Janis Marshall-Colby; Jeff Normandin; Jerry Allen; Jim Smith; Joan Jarvis; Joe Carr; Joe Foote; Joey Donnelly; John D'Aquila; John Kraus; John O'Brien; John Welch; Jon Powers; Jonathan Speers; Joseph Lipton; Katie McWilliams; Kent White; Kinley Gregg; Kinley Gregg; Laura Dolce; Lawrence Graves; Len Dorrian; Lewis Stowe; Liam Gallagher; Linda Scotland; Margaret McIntosh; Mary Andrews; Mary Andrews; Mary-Anne Szeniawski; Matt Donnell; Melissa M. Avery; Michael G. Modern; Michael J. Sullivan; Michael Swant; Michael Whitman; Mike N; Nan Graves; Nancy O'Connor Stolberg; Patricia Hymanson; Peter Smith; Phyllis Newman; Pricilla Cookson; Reenie Johnson; Richard Bilden; Richard C. Mace; Robert G. Yandow; Robert Lascelles; Robert Tilley; Robert Waldman; Robin Cogger; Ron McAllister; Ronald Nowell; Roslyn Birger Heshfield; Scott D. Fiorentino; Scott Fiorentino; Skip Hartwell; Stanley Zajechowski; Stephen H. Burns; Stephen Pelletier; Susan Morse; S. J. Morse; Ted Little; Thomas Green; Tim Fitzgerald; Todd Frederick; Tom Carnicelli; Tom Prince; Tony Knox; Torbert Macdonald; Wayne Boardman
Subject: Weekly Meeting List 04/14/2014 and Selectmen's Agenda

Good Afternoon,

Attached is the Weekly Meeting List for the week of 04/14/2014 and also the Selectmen's Agenda for their meeting on April 14th.

As always, the Selectmen's Meeting Packet is available on the Town website www.yorkmaine.org.

Please feel free to contact me should you need anything else,
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

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

Business Name The Brixham General Store
Business Location 435 Cider Hill Rd
York ME. 03909
Telephone Number (207) 467-5371

OWNER'S Name and Mailing Address Michael Specker
199 Yorkwoods rd
South Berwick ME. 03908

APPLICANT'S Name and Mailing Address Michael Specker
199 Yorkwoods rd
South Berwick ME 03908

Is applicant same operator as prior year? ☑ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	APRIL 14	
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/24/2014	Szeniawski

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: 0089-0038
License Year: 2014
No. Of Seats: 15
No. Of Parking Spaces: 18

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 Then 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): _____

___ 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 X

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

3-17-14
Date

Applicant's Signature

Please Read and Initial the Following Statements:

MS I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
MS 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
MS 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.
MS 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
MS 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. $75.00 RECEIPT NO. #2763 RECEIPT DATE 4/10/2014 MI PM MM MS

Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Thursday, April 24, 2014 3:51 PM
To: Melissa M. Avery
Subject: RE: Business License: The Brixham General Store

Yes mam

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

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From: Melissa M. Avery
Sent: Thursday, April 24, 2014 1:45 PM
To: Mary-Anne Szeniawski
Subject: RE: Business License: The Brixham General Store

Hi Mary-Anne,

Have the taxes for the Brixham General Store been paid yet?

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: Mary-Anne Szeniawski
Sent: Thursday, April 10, 2014 9:31 AM
To: Melissa M. Avery
Subject: RE: Business License: The Brixham General Store

$488.27 due through May 1, 2014.

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

Melissa M. Avery

From: David Apgar
Sent: Thursday, April 24, 2014 3:12 PM
To: Melissa M. Avery
Subject: RE: Business License: The Brixham General Store

The owner is out of town this week. The inspection is scheduled for Monday April 28.

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

From: Melissa M. Avery
Sent: Thursday, April 24, 2014 1:45 PM
To: David Apgar
Subject: RE: Business License: The Brixham General Store

Dave,

Has there been an inspection done at the Brixham General Store yet?

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.

-----Original Message-----
From: David Apgar
Sent: Thursday, April 10, 2014 5:43 PM
To: Melissa M. Avery
Subject: RE: Business License: The Brixham General Store

They have not contacted me yet.

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

From: Melissa M. Avery
Sent: Thursday, April 10, 2014 9:02 AM

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

Business Name KATHRYN KELLEY D.B.A. COPPA MAGICA GELATO
Business Location 852 US ROUTE 1 YORK, ME 03909
Telephone Number (207) 703-8227

OWNER'S Name and Mailing Address CATAPULT DEVELOPMENT LLC ~~14 ANDREA DRIVE~~ P.O. BOX 3 HOPKINTON, MA 01748
(PROPERTY OWNER)

APPLICANT'S Name and Mailing Address KATHRYN KELLEY 852 US ROUTE 1 YORK, ME 03909
(BUSINESS OWNER)

Is applicant same operator as prior year? ☑ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	10 APR 2014	[illegible]
Building Structural		[illegible]
Electrical		[illegible]
Plumbing		[illegible]
Fire	4/16/14	Apgar
Tax Collector	4/1/14	SKi

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: 94-166 RT. 1-2
License Year: 2014
No. Of Seats: 0
No. Of Parking Spaces: 10

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 Then 120 Consecutive Days? (YES) NO

REQUESTING THE FOLLOWING LICENSES:
X $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): _____

___ 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 X

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

3-27-2014 — Date
Kathryn Kelley — Applicant's Signature

Please Read and Initial the Following Statements:

KK I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
KK 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
KK 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.
KK 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
KK 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 Kathryn Kelley — Property owner ~~Business Manager~~ Signature (If Applicable) [illegible]

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. #148 RECEIPT DATE 4/1/14 MI PM MM MS

Melissa M. Avery

From: David Apgar
Sent: Wednesday, April 16, 2014 3:13 PM
To: Melissa M. Avery
Subject: Inspection Completed - Coppa Magica Gelato

Hi Missy,

I have completed a fire inspection at the Coppa Magica Gelato. Please proceed with their license renewal .

Thank you,

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

Issues: None

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Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Tuesday, April 01, 2014 12:40 PM
To: Melissa M. Avery
Subject: RE: Business License: Coppa Magica Gelato

Current

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

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From: Melissa M. Avery
Sent: Tuesday, April 01, 2014 10:45 AM
To: Mary-Anne Szeniawski; David K. Bridges; David Apgar
Subject: Business License: Coppa Magica Gelato

Attached is the Business License for Coppa Magica Gelato, located at 852 US Route One (0094-0066).

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.

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18 APRIL 14: BANNER TO BE REMOVED.

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

Business Name FISHERMAN'S DOCK LLC
Business Location 855 US ROUTE 1
York, Me 03909
Telephone Number 207-351-8100

OWNER'S Name and Mailing Address KENT KILGORE / Randy Small
PO BOX 326
Cape NEDDICK, Me 03902

APPLICANT'S Name and Mailing Address Fisherman's Dock LLC
855 US RT 1
York, Me

Is applicant same operator as prior year? ☒ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	**DATE**	**INITIALS**
Zoning/Land Use	18 APRIL 14	
Building Structural		
Electrical		
Plumbing		
Fire	4/11/2014	Apgar
Tax Collector	4/24/2014	Szeniawski

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: 0094-0069-B RT1-2
License Year: 2014
No. Of Seats: 8-12
No. Of Parking Spaces: 22

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 Then 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): _____

___ 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 X

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

4/7/14 — Date
Randy Small — Applicant's Signature

Please Read and Initial the Following Statements:

RS I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
RS 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
RS 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.
RS 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 Randy Small 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. #1745 RECEIPT DATE 4/9/14 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 5/01/2014

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.) KENT KILGORE **DOB:** 2/14/54	**2. Business Name (D/B/A)** FISHERMEN'S DOCK LLC
Randy Small **DOB:** 12/22/66	
DOB:	**Location (Street Address)** 855 US ROUTE 1
Address 855 US ROUTE 1	**City/Town** YORK **State** ME **Zip Code** 03909
	Mailing Address SAME
City/Town YORK **State** ME **Zip Code** 03909	**City/Town** **State** **Zip Code**
Telephone Number 207-351-8100 **Fax Number** SAME	**Business Telephone Number** **Fax Number**
Federal I.D. # 46-2307140	**Seller Certificate #** 5302

3. If premises is a hotel, indicate number of rooms available for transient guests: N/A
4. State amount of gross income from period of last license: ROOMS $ _____ FOOD $ 82,238.00 LIQUOR $ 7944.00
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: N/A
8. If business is NEW or under new ownership, indicate starting date: N/A

Requested inspection date: _____ Business hours: 11-7

9. Business records are located at: 855 US ROUTE 1 - York Maine

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
RANDY Small	12-22-66	YORK, ME
KENT KILGORE	2-14-54	GARDINER, ME

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

YORK, MAINE

CAPE NEDDICK, MAINE

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other then 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) TAKE OUT FISH Restaurant

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? 3/4 mile 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: LOANS From Kennebunk SAVINGS

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

Randy Small

Signature of Applicant or Corporate Officer(s)

RANDY SMALL

Print Name

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

KENT KILGORE

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.

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 EXPIRERS 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 pub-

lic 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.

Melissa M. Avery

From: David Apgar
Sent: Friday, April 11, 2014 5:47 AM
To: David Apgar; Melissa M. Avery
Subject: Inspection Completed - Fisherman's Dockl

Hi Missy,

I have completed a fire inspection at the Fisherman's Dock. Please proceed with their license renewal .

Thank you,

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

Issues: None

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Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Thursday, April 24, 2014 3:52 PM
To: Melissa M. Avery
Subject: RE: Business License: Fisherman's Dock

They weren't in business on April 1,2013 so they are OK to be issued.

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

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From: Melissa M. Avery
Sent: Thursday, April 24, 2014 1:50 PM
To: Mary-Anne Szeniawski
Subject: FW: Business License: Fisherman's Dock

Have the taxes been paid for Fisherman's Dock?

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, April 09, 2014 3:20 PM
To: Mary-Anne Szeniawski; David Apgar; David K. Bridges
Subject: Business License: Fisherman's Dock

Attached is the Business License Application for Fisherman's Dock, located at 855 US Route One (0094-0069-B).

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

16 APRIL 14: CLEARANCES TO ELECTRICAL PANEL. KWM

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

Business Name Rossi's Italian Bakery
Business Location 2 Beach St suite #1

Telephone Number 351-3300

OWNER'S Name and Mailing Address Edward Flanagan & Deborah Flanagan
290 Clay Hill Rd
Cape Neddick, Me. 03902

APPLICANT'S Name and Mailing Address Edward Flanagan & Deborah Flanagan
290 Clay Hill Rd
Cape Neddick, Me 03902

Is applicant same operator as prior year? ☑ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	DATE	INITIALS
Zoning/Land Use	14	
Building Structural		
Electrical	15 APR 14	KWM
Plumbing		
Fire		
Tax Collector	4/15/2014	Szeniawski

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: 0024-0044
License Year: 2014 - 2015
No. Of Seats: 0
No. Of Parking Spaces: 0

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 Then 120 Consecutive Days? YES (NO)

REQUESTING THE FOLLOWING LICENSES:
X $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): _____

___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.

3/20/14 — Date
Edward Flanagan Deborah L Flanagan — Applicant's Signature

Please Read and Initial the Following Statements:

EF I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
EF 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
EF 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.
EF 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
EF 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 Edward Flanagan Deborah L Flanagan
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. #1018 RECEIPT DATE 4/11/2014 MI PM MM MS
mma

Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Tuesday, April 15, 2014 8:30 AM
To: Melissa M. Avery
Subject: RE: Business License: Rossi's

Current

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

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From: Melissa M. Avery
Sent: Monday, April 14, 2014 1:31 PM
To: Mary-Anne Szeniawski; David K. Bridges
Subject: Business License: Rossi's

Attached is the Business License Application for Rossi's Italian Bakery, located at 2 Beach Street (0024-0044)

Have a great day!
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

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

Business Name MAINE ICE CREAM LLC
DBA: VILLAGE SCOOP ICE CREAM
Business Location 226 YORK STREET
YORK, ME 03909
Telephone Number 207-363-0100

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

APPLICANT'S Name and Mailing Address CAROLYN GARRETT
20 OLD POST RD
YORK ME, 03909

Is applicant same operator as prior year? ☒ Yes ☐ No

INSPECTION DATA (Office Use Only)		
DEPARTMENT	**DATE**	**INITIALS**
Zoning/Land Use	23 April 14	[illegible]
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/18/2014	Szeniawski

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: 0050-0112
License Year: 2014
No. Of Seats: 20
No. Of Parking Spaces: _____

New License (One Time $30 Fee): YES (NO)

License Renewal: (YES) NO

Bed and Breakfast License: # of Rooms_____

Hotel/Motel with Cooking Facilities: # of Rooms_____

Is Your Establishment Closed for More Then 120 Consecutive Days? YES (NO)

REQUESTING THE FOLLOWING LICENSES:
X $25.00 Victualers
___$25.00 Liquor
X $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):
MUSIC OUTSIDE

___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 X

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

4/18/14 — Date
C Garrett — Applicant's Signature

Please Read and Initial the Following Statements:

X I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
X 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
X 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.
X 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
X 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. $100.00 RECEIPT NO. #1668 RECEIPT DATE 4/18/14 MI PM MM MS
mma

Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Friday, April 18, 2014 1:32 PM
To: Melissa M. Avery
Subject: RE: Business License: Village Scoop Ice Cream

Current

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

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From: Melissa M. Avery
Sent: Friday, April 18, 2014 11:31 AM
To: Mary-Anne Szeniawski; David Apgar
Subject: Business License: Village Scoop Ice Cream

Attached is the Business License Application for Village Scoop Ice Cream, located at 226 York Street (0050-0112).

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.

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

Business Name Lobster in the Rough
Business Location 1000 Rt 1
York, me
Telephone Number 363-4721

OWNER'S Name and Mailing Address Betty Weaver
P.O. Box 544
York, me 03909

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	23 APR 14	
Building Structural		
Electrical		
Plumbing		
Fire		
Tax Collector	4/22/2014	Szeniawski

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: 0094-0053
License Year: 2014
No. Of Seats: 100
No. Of Parking Spaces: 70

New License (One Time $30 Fee): YES (NO)

License Renewal: (YES) NO

Bed and Breakfast License: # of Rooms_____

Hotel/Motel with Cooking Facilities: # of Rooms_____

Is Your Establishment Closed for More Then 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): Bands

___ 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.

4/21/14 — Date
Betty Weaver — Applicant's Signature

Please Read and Initial the Following Statements:

BW I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
BW 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
BW 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.
BW 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 Betty Weaver — 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. $125.00 RECEIPT NO. #14428 RECEIPT DATE 4/22/14 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 6/24/14

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.) Lobster Barn Corp **DOB:**	**2. Business Name (D/B/A)** Lobster in the Rough
DOB:	1000 Rt 1
DOB:	**Location (Street Address)** York
Address	**City/Town** **State** me **Zip Code** 03909
	Mailing Address P.O. Box 544
City/Town **State** **Zip Code**	**City/Town** York **State** me **Zip Code** 03909
Telephone Number **Fax Number**	**Business Telephone Number** 363-4721 **Fax Number** 363-4849
Federal I.D. #	**Seller Certificate #** 31280-18798

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 $ 337,125 LIQUOR $ 409,393
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: Betty Weaver
8. If business is NEW or under new ownership, indicate starting date: _____

Requested inspection date: _____ Business hours: _____

9. Business records are located at: Larry Schoff Ass York St, 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
Betty Weaver	12/28/46	York, Me
Dale Hilbourne	11/15/56	York, Me

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 then 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) _____

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? 200' 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: Kennebunk Savings Hannaford Dr. York, Me.

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

State of Maine
Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement

For Office Use Only:
License #: _____
Date Filed: _____

Supplemental Information Required for Business Entities Who Are Licensees

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752. Please clearly complete this form in its entirety.

1. Exact legal name:

Lobster Barn Corporation

2. Other business name for your entity (DBA), if any:

Lobster in the Rough

3. Date of filing with the Secretary of State: _____

4. State in which you are formed: _____

5. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: 1976

6. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
Rosie Thompson	33 Mill Pond Rd. Kittery	6/45	51%
Betty Weaver	P.O. Box 544 York,	12/46	49%

7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☑

8. If Yes to Question 7, please provide the name and law enforcement agency:

Name: _____ Agency: _____

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☑

10. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

_____

Signature:

_____ _____

Signature of Duly Authorized Person Date

_____

Print Name of Duly Authorized Person

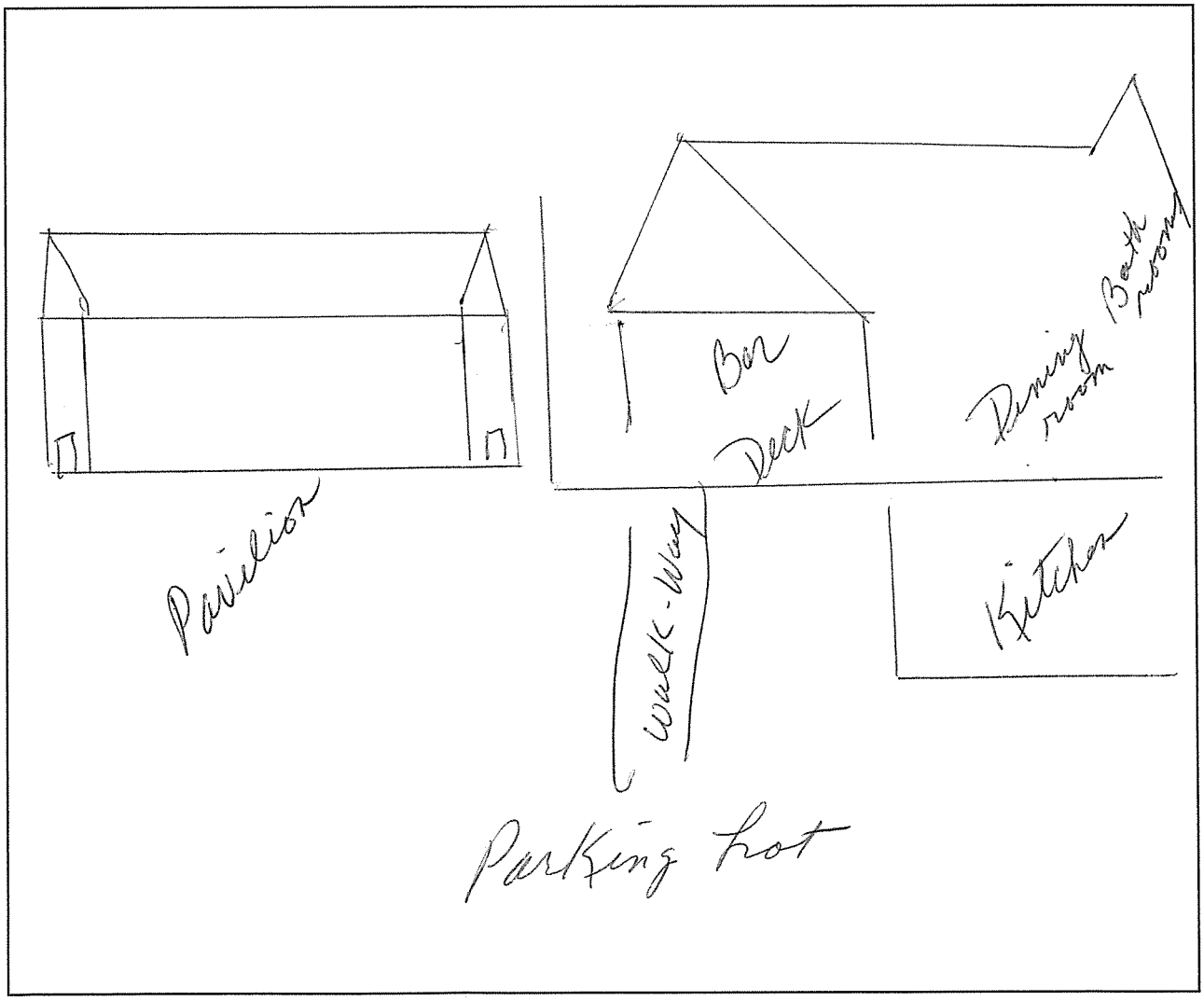
Submit Completed Forms To:Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
164 State House Station
Augusta, Me 04333-0101
Telephone Inquiries: (207) 624-7220

Bureau of Alcoholic Beverages
Division of Liquor Licensing & Enforcement
164 State House Station
Augusta, ME 04330-0164
Tel: (207) 624-7220 Fax: (207) 387-3424

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 Division requires 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 Division for liquor consumption.



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 EXPIRERS 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 pub-

Melissa M. Avery

From: Mary-Anne Szeniawski
Sent: Tuesday, April 22, 2014 12:10 PM
To: Melissa M. Avery
Subject: RE: Business License: Lobster in the Rough

Current

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

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From: Melissa M. Avery
Sent: Tuesday, April 22, 2014 11:58 AM
To: Mary-Anne Szeniawski; David K. Bridges; David Apgar
Subject: Business License: Lobster in the Rough

Attached is a Business License Application for Lobster in the Rough, located at 1000 US Route One (0094-0053).

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

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AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 24, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** __	☐ **Other:** _____
Subject: Discussion and Possible Action on 65 Old Post Road	

TO: **BOARD OF SELECTMEN**

FROM: Ronald Nowell, Chairman for the Board of Selectmen

RECOMMENDATION:

PROPOSED MOTION:

Discussion:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared By: _____ Reviewed By: _____

f. The Board of Assessment Review shall review at a public hearing the evidence that the property was incorrectly assessed. Such review shall include all evidence presented, all relevant public records, any additional oral statements by the complainant or his agents, and any additional oral statements by the Assessor;

g. If the Board of Assessment Review disapproves the abatement request, the Assessor shall take no action related to the assessment under review;

h. If the Board of Assessment Review approves the abatement request, the Assessor shall change the assessment under review to reflect the decision of the board;

i. All electronic and written records of the request, the review, the Board decision, and all findings of fact shall be made available for public inspection.

Section 7: BOARD OF APPEALS

A. There shall be a Board of Appeals consisting of five (5) members and three (3) alternate members appointed by the Board of Selectmen to serve for three (3) years.

B. General Provisions

1. Business of the board shall be conducted in accordance with the laws of the State of Maine, Town ordinances and Robert's Rules of Order.

2. It shall be the responsibility of the board to become familiar with all the duly enacted ordinances of the Town, which it may be expected to act upon, as well as with the applicable state statutes.

3. It shall be the responsibility of the board to become familiar with the community goals, desires and policies as expressed in the "Comprehensive Plan," and grant the relief which shall insure that the goals and policies of the plan are preserved and substantial justice is done.

4. The Board of Appeals shall maintain electronic records of all proceedings, reviews, Board decisions, and all findings of fact in addition to the

records required by the laws of the State of Maine, said records to be made available for public inspection.

5. The Board of Appeals shall elect from among its members a chairman and a vice-chairman.

C. The board shall have the power to hear and determine all appeals by any person directly or indirectly affected by any sewer assessment, or, by any decision, action or failure to act with respect to any sewer assessment, license, permit, variance or other required approval, or any application, therefore, including the assessment, grant, conditional grant, denial, suspension, or revocation of any such sewer assessment, license, permit, variance or other approval (hereinafter called "a decision"):

1. Rendered by the Code Enforcement Officer or the Planning Board pursuant to Shoreland Zoning Ordinance;
2. Rendered by the Code Enforcement Officer relating to building code enforcement pursuant to any statutes or Town ordinance;
3. Rendered by the Planning Board or the Selectmen pursuant to the subdivision regulations or the Maine subdivision statute;
4. Rendered by the Selectmen pursuant to the Ordinance for the Regulation and Issuance of Special Amusement Permits or 28A M.R.S.A. and 1054 (also relating thereto);
5. Rendered by the Selectmen or the Public Works Superintendent pursuant to the Street Design and Construction Standards Ordinance;
6. Rendered by the Planning Board or the Code Enforcement Officer pursuant to the Ordinance Relating to Flood Hazard Building Permit System and Review Procedures;
7. Rendered by the Selectmen pursuant to the policy on Warning Sign Requests;
8. Rendered by the Selectmen pursuant to the Ordinance Covering Excavations in Public Places;
9. Rendered by the Code Enforcement officer pursuant to the sanitary code;
10. Rendered by the General Assistance Administrator (Town Manager or his designee) pursuant to the ordinance for general assistance administration or the State of Maine statutes relating to general assistance.
11. Rendered by the Town Manager regarding sewer assessments pursuant to LD 413 and Article IV, Section 4(E) of the Charter.

D. In addition to the above, the Board of Appeals shall follow the current bylaws as approved by the Board of Selectmen for the Zoning Board of Appeals for the Town, which are now in existence or may be changed by Town ordinance, state statute, or this Charter.

207 774-1200 main
207 774-1127 facsimile
bernsteinshur.com

BERNSTEIN SHUR

COUNSELORS AT LAW

100 Middle Street
PO Box 9729
Portland, ME 04104-5029

Memorandum

DO NOT DISCLOSE: Attorney-Client Privileged / Attorney Work Product

To: York Board of Selectmen

Cc: Rob Yandow
York Zoning Board of Appeals

From: Mary Costigan

Date: April 22, 2014

Re: Soule Zoning Board Appeal of Driveway Permit Denial

This memo is regarding a Zoning Board appeal by Jeffrey and Jean Soule of a decision by the Public Works Director, Dean Lessard, to deny their application for a driveway permit at 65 Old Post Road. I have been asked two specific questions by the Board of Selectmen:

1. Does the Director have the right to deny a driveway opening permit based upon the Street Opening and Culvert Ordinance?
2. Since the CEO has decided to issue a building permit without a driveway, does this constitute a taking since the building would not have access to a public road?

With regard to the first question, state law provides that it is unlawful to construct or maintain any driveway within the right-of-way of any state highway that lies outside the compact area of an urban compact municipality without a written permit from MDOT or, if within the compact area, without a written permit from the proper municipal officials. 23 M.R.S. § 704. For those areas located outside the compact area, MDOT applies the Highway Driveway and Entrance Rules. The Rules contain standards such as sight distance and driveway spacing requirements. Those Rules, however, do not apply to driveways located on state highways within compact areas and the Soule's property is located within such an area. Therefore, the Town of York is responsible for issuing the driveway entrance permit for that location. In doing so, the Town may look to the State Rules for guidance, but is not required to apply the standards set forth in the Rules.

The Soules' application falls into a gray area because the Town is responsible for issuing a permit, and yet it does not have any standards under which to analyze an application. Therefore, Mr. Lessard, as set forth in his March 31, 2014 letter to the Board, looked to the

MEMBER LEX MUNDI THE WORLD'S LEADING ASSOCIATION OF INDEPENDENT LAW FIRMS

State Rules to determine the appropriate sight distance for the location of the driveway. It is very reasonable to look to the State Rules for guidance and is, of course, preferred by MDOT. However, my understanding is different from Mr. Lessard, as according to his letter, he believes that the State Rules must be followed. As I understand the Rules after speaking with the regional traffic engineer at MDOT, the Rules do not have to be followed within compact areas. The Town is therefore is not required to apply the State Rules in determining whether to issue a driveway entrance permit.

In his letter, Mr. Lessard relies on the Street Opening and Culvert Ordinance as his authority to administer the issuance of driveway entrance permits. Although a driveway may technically be considered an opening in a public right of way, that ordinance regulates the issuance of street opening permits for temporary openings resulting from excavations within the right of way and culvert installation permits. The ordinance does not mention driveway entrance permits, nor does it contain any standards for the issuance of such permits. That said, it is a logical extension of his responsibility under that ordinance and his expertise that he is the municipal official responsible for the issuance of driveway entrance permits.

Based on the above analysis, the answer to your direct question posed is that Mr. Lessard could not deny a driveway entrance permit based upon the Street Opening and Culvert Ordinance, because there are no standards within the ordinance that apply. However, Mr. Lessard could deny a driveway entrance permit based upon his expertise and guidance provided by the State Rules.

With regard to whether the denial of the driveway entrance permit constitutes a taking, the Soules would have to prove that they have been denied all economically viable use of their land. That is a very fact-specific inquiry to be made by a court. Without further fact finding regarding potential uses of the property without a driveway, it is difficult to answer the question posed.

I will note, however, that I understand that MDOT tries to work with property owners to find a reasonable solution, particularly when the lot was created prior to enactment of the Rules in 2001. Solutions may include waiver of spacing requirements, shared driveways, or waiver of sight distances in some cases. Without knowing more specifics about the property I am unsure of what alternative solutions there might be in this case. However, with the knowledge that the State Rules do not apply within the compact areas and knowing that the Soules purchased the property in 1996, before the State Rules were effective, Mr. Lessard may be able to discuss such alternatives with the applicants.

AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 25, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular _X_ **Work Session**	☐ **Other:** _____
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.

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

Prepared By: Robert B. Yandow

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: April 24, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** __	☐ **Other:** _____
Subject: Discussion and Possible Action Board of Selectmen Code of Conduct	

TO: **BOARD OF SELECTMEN**

FROM: Ronald Nowell, Chairman for the Board of Selectmen

RECOMMENDATION:

PROPOSED MOTION:

Discussion:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared By: _____ Reviewed By: _____

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.

Not withstanding 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 on 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 be 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: April 25, 2014	**Type of Action:**
Date Action Requested: Next regular meeting	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** ___	☐ **Other:** _____
Subject: Appointment of Election Warden	

TO: Board Of Selectmen

FROM: Mary-Anne Szeniawski, Town Clerk/Tax Collector

RECOMMENDATION: N/A

PROPOSED MOTION: A motion to appoint David N. Ott as the Warden for the State of Maine Primary Election to be held on June 10, 2014 and to set the polling hours for said election as 8:00 a.m. until 8:00 p.m.

Discussion:

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

Prepared By: Mary-Anne Szeniawski_____ Reviewed By: Robert B. Yandow

AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 25, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** __	☐ **Other:** _____
Subject: Special Event Permit: York Little League Parade	

TO: **BOARD OF SELECTMEN**

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

RECOMMENDATION: Approve the Special Event Permit application for the "York Little League Parade" event on Saturday, May 3, 2014.

PROPOSED MOTION: I move to approve the Special Event Permit application for "York Little League Parade" event on Saturday, May 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 B. Gardner

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: 4-14-2014

Name of Event: York Little League Parade

Type of Event: Opening day Parade

Organization Name: York Little League Phone #: 603-969-6300

Organization Address: _____ City _____ State: ____ Zip: ____

Applicant Name: Tony Rivers Phone #: 603-969-6300

Applicant Address: 8 Forest Hill Lane City: Cape Neddick State: ME Zip: 03902

Contact Name for Day of Event: Tony Rivers Contact Phone # 603-969-6300

Date of Event: 5-3-2014 Day of Week: saturday

Starting Time: 9:00 Ending Time: 9:30

Assembly Area: York High School Football Field

Dispersal Area: Smith Field

Event Route: YHS Football Field top to Smith Field

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
400

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

walking

Describe how group is organized and supervised to insure order: teams supervised by coach's + parents

Purpose of the Event: YLL opening day

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

Signature of Applicant: _____

For Town Use Only

Reviewed by:

Department	**Initials**	
Police Department	Szeniawski	04-22-2014
Public Works	Lessard	04-14-2014
Parks/Recreation	Sullivan	04-14-2014
Village Fire	Apgar	04-14-2014
York Beach Fire	Bridges	04-22-2014
Code Enforcement	Burns	04-14-2014
York Ambulance	Prince	04-14-2014

Special Conditions:

Police: Will need 2 (two) Detail Officers and will assign 2 (two) Officers for the parade. A Safety and Security Plan will be in place, including a Lead Vehichle, Webber/Ridge Road Closed, Beach/Ridge Road Closed and a Follow Car.

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

Beach Fire: Requests Dispatch tone out the road closures and openings for safer travel in case of an emergency in that area.

Any Questions: Fire Chief Dave Bridges (207)363-1014

Town Manager

Date

Melissa M. Avery

From: Charles J. Szeniawski
Sent: Tuesday, April 22, 2014 11:28 AM
To: David K. Bridges; Melissa M. Avery; Dean Lessard; Michael J. Sullivan; David Apgar; Stephen H. Burns; Ellen Prince
Cc: Owen T. Davis
Subject: RE: Special Event Permit: York Little League Parade

York PD will require 2 detail officers and will assign 2 officers for the parade a safety security plan will be in place. Lead vehicle /Webber Ridge closed / Beacon and Ridge Closed follow car. Sgt will handle stragglers

From: David K. Bridges
Sent: Monday, April 14, 2014 6:50 PM
To: Melissa M. Avery; Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David Apgar; Stephen H. Burns; Ellen Prince
Cc: David K. Bridges
Subject: RE: Special Event Permit: York Little League Parade

From: Melissa M. Avery
Sent: Monday, April 14, 2014 3:28 PM
To: Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David K. Bridges; David Apgar; Stephen H. Burns; Ellen Prince
Subject: Special Event Permit: York Little League Parade

Attached is the Special Event Permit Application for the York Little League Parade on May 3, 2014.

Please let me know when you've had a chance to review or if you have any questions!

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

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Melissa M. Avery

From: David K. Bridges
Sent: Tuesday, April 22, 2014 9:09 PM
To: Charles J. Szeniawski; Melissa M. Avery; Dean Lessard; Michael J. Sullivan; David Apgar; Stephen H. Burns; Ellen Prince
Cc: Owen T. Davis; David K. Bridges
Subject: RE: Special Event Permit: York Little League Parade

York Beach Fire has no problems since the PD will be closing streets. We would request dispatch to tone out the road closures and openings for safer travel in case of an emergency in that area. Dave

---

From: Charles J. Szeniawski
Sent: Tuesday, April 22, 2014 11:28 AM
To: David K. Bridges; Melissa M. Avery; Dean Lessard; Michael J. Sullivan; David Apgar; Stephen H. Burns; Ellen Prince
Cc: Owen T. Davis
Subject: RE: Special Event Permit: York Little League Parade

York PD will require 2 detail officers and will assign 2 officers for the parade a safety security plan will be in place. Lead vehicle /Webber Ridge closed / Beacon and Ridge Closed follow car. Sgt will handle stragglers

From: David K. Bridges
Sent: Monday, April 14, 2014 6:50 PM
To: Melissa M. Avery; Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David Apgar; Stephen H. Burns; Ellen Prince
Cc: David K. Bridges
Subject: RE: Special Event Permit: York Little League Parade

From: Melissa M. Avery
Sent: Monday, April 14, 2014 3:28 PM
To: Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David K. Bridges; David Apgar; Stephen H. Burns; Ellen Prince
Subject: Special Event Permit: York Little League Parade

Attached is the Special Event Permit Application for the York Little League Parade on May 3, 2014.

Please let me know when you've had a chance to review or if you have any questions!

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 Apgar
Sent: Tuesday, April 15, 2014 5:15 AM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Little League Parade

Village fire approval.

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

From: Melissa M. Avery
Sent: Monday, April 14, 2014 3:27 PM
To: Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David K. Bridges; David Apgar; Stephen H. Burns; Ellen Prince
Subject: Special Event Permit: York Little League Parade

Attached is the Special Event Permit Application for the York Little League Parade on May 3, 2014.

Please let me know when you've had a chance to review or if you have any questions!

Missy

Melissa M. Avery
Assistant to the Town Manager

Town of York, Maine<http://www.yorkmaine.org/>
186 York Street, York, ME 03909
Phone: (207) 363-1000 - Fax: (207) 363-1019

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Melissa M. Avery

From: Dean Lessard
Sent: Monday, April 14, 2014 5:04 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Little League 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

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: Monday, April 14, 2014 3:28 PM
To: Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David K. Bridges; David Apgar; Stephen H. Burns; Ellen Prince
Subject: Special Event Permit: York Little League Parade

Attached is the Special Event Permit Application for the York Little League Parade on May 3, 2014.

Please let me know when you've had a chance to review or if you have any questions!

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

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Melissa M. Avery

From: Ellen Prince [ellenprince@gmail.com]
Sent: Monday, April 14, 2014 4:59 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: York Little League Parade

OK 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 Mon, Apr 14, 2014 at 3:27 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Attached is the Special Event Permit Application for the York Little League Parade on May 3, 2014.

Please let me know when you've had a chance to review or if you have any questions!

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

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Melissa M. Avery

From: Michael J. Sullivan
Sent: Monday, April 14, 2014 4:21 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Little League Parade

Parks and Recreation has no problem 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: Monday, April 14, 2014 3:28 PM
To: Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David K. Bridges; David Apgar; Stephen H. Burns; Ellen Prince
Subject: Special Event Permit: York Little League Parade

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Melissa M. Avery

From: Stephen H. Burns
Sent: Monday, April 14, 2014 4:13 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: York Little League Parade

Missy,

I have no code concerns with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Monday, April 14, 2014 3:28 PM
To: Dean Lessard; Charles J. Szeniawski; Michael J. Sullivan; David K. Bridges; David Apgar; Stephen H. Burns; Ellen Prince
Subject: Special Event Permit: York Little League Parade

Attached is the Special Event Permit Application for the York Little League Parade on May 3, 2014.

Please let me know when you've had a chance to review or if you have any questions!

Missy

Melissa M. Avery
Assistant to the Town Manager

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AGENDA ITEM NUMBER: ____

REQUEST FOR ACTION BY BOARD OF SELECTMEN

Date Submitted: April 25, 2014	**Type of Action:**
Date Action Requested: April 28, 2014	☐ **Procedural** ☒ **Formal Action**
Regular X **Work Session** __	☐ **Other:** _____
Subject: Special Event Permit: AmpSurf East Coast Learn to Surf Clinic	

TO: BOARD OF SELECTMEN

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

RECOMMENDATION: Approve the Special Event Permit application for AmpSurf's "AmpSurf East Coast Learn to Surf Clinic" event on Saturday and Sunday, June 21 and 22, 2014 as well as August 9 and 10, 2014

PROPOSED MOTION: I move to approve the Special Event Permit application for AmpSurf's "AmpSurf East Coast Learn to Surf Clinic" event on Saturday and Sunday, June 21 and 22, 2014 as well as August 9 and 10, 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. Gardner

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 4, 2014

Name of Event: AmpSurf East Coast Learn to Surf Clinics

Type of Event: Free learn to surf clinic for injured Veterans and other challenged athletes.

Organization Name: AmpSurf – Association of Amputee Surfers Phone #805-773-0302

Organization Address: 340 Pomeroy St. City Pismo Beach State: CA Zip: 93449

Applicant Name: Gregory Johnson Phone #: 617-429-0775

Applicant Address: 103 Lowell Road #109 City: North Reading State: MA Zip: 01864

Contact Name for Day of Event: Gregory Johnson Contact Phone #617-429-0775

Date of Event: June 21-22 and August 9-10 Day of Week: Saturday-Sunday

Starting Time: 6:30 AM Ending Time: 3 PM

Assembly Area: AmpSurf will locate (1) one van and (1) one attached trailer along Long Beach Avenue that will occupy at least (3) three parking meters spaces, that is adjacent to the Long Sands Beach Surfing Area as defined by Town of York Beach Ordinance dated May 19, 2012. We will be setting up at least (3) "pop-up" tents as temporary shelter and staging area within the "Surfing Area". We do NOT require exclusive use of the "Surfing Area" as it has been our experience that the surfers in the water will allow us to surf alongside them as we surf exclusively in the white water after the wave has broken. We will need access to the handicap ramp near the restrooms as well.

Dispersal Area: See Assembly Area as stated above.

Event Route: AmpSurf will be utilizing the beach area as described above and will be utilizing the sidewalk and handicap ramp near the restrooms. We will be parking a van and trailer as close that section of the beach as possible which will allow our staff and participants access to the equipment such as wheelchairs, surfboards, wetsuits, etc. We will not require exclusive use of the "Surfing Area" as defined above or exclusive use of the beach.

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
Maximum of 20 participants and 50 volunteers, so a total of about 70 people.

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

As defined above, we will be parking a van and trailer along Long Beach Avenue adjacent to the "Surfing Area". Our staff and volunteers will be parking in metered spots along Long Beach Avenue. We mark our surfing area so our participants and volunteers know our boundaries with American Flags or AmpSurf Flags on the beach.

Describe how group is organized and supervised to insure order:

Purpose of the Event: AmpSurf will manage this event utilizing 1 event coordinators and 6-8 Certified Adaptive Surfing instructors and will have about 30-50 volunteers on the beach organizing and running the program. Rule number 1 is that all participants are safe and that they enjoy themselves as they learn how to surf. AmpSurf is a 501(c)(3) Non-Profit Organization, made up of amputees, veterans, friends and families of the disabled and depend on donations for our operation. Our Goal is to **P**romote, **I**nspire, **E**ducate, and **R**ehabilitate people with disabilities, especially our veteran heroes through adaptive surfing and fun, safe, outdoor activities that all can participate in. One in five Americans struggle with a lifelong disability and nearly two million men and women have served our country in Iraq and Afghanistan and are coming home looking for ways to feel whole again and to fit back in to "normal" life. Whether they are an amputee, blind, suffer from PTSD, have quadriplegia, or suffer from a traumatic brain injury (TBI). Whether they served in WWII, Korea, Vietnam, the Gulf war, Iraq or Afghanistan. Whether they are a child of autism, or a young woman who has lost a limb to Cancer, AmpSurf offers a unique program to bring the healing power of the ocean and adaptive surfing together for an experience that is both mentally and physically one of the rehabilitating. For 13 years, AmpSurf has been providing our learn to surf clinics to serve those who need us. We have served hundreds of our disabled veterans American heroes as well as disabled adults and children who probably never would have had this experience if it hadn't been for our program. AmpSurf's ran a very successful set of clinics on Long Sands last June and August and received a lot of great community support. I am very excited about returning this program to York Beach and the east coast and especially to the great state of Maine. We are looking forward to establishing a major presence on the east coast and this summer will be our 4th set of clinics. I am looking forward to returning to Maine and serving those individuals that can benefit from our unique program.

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

Signature of Applicant: _____

For Town Use Only:

Reviewed by:

Department	**Initials**
Police Department	_____
Public Works	_____
Parks/Recreation	_____
Village Fire	_____
York Beach Fire	_____
Code Enforcement	_____

Special Conditions

_____

_____

_____

_____ _____

Town Manager Date

For Town Use Only

Reviewed by:

Department	**Initials**	
Police Department	Szeniawski	04-22-2014
Public Works	Lessard	04-07-2014
Parks/Recreation	Sullivan	04-22-2014
Village Fire	Apgar	04-07-2014
York Beach Fire	Bridges	04-22-2014
Code Enforcement	Burns	04-08-2014
York Ambulance	Prince	04-07-2014

Special Conditions:

Code Enforcement: As long as the t-shirts being sold relate directly to this non-profit event they are not considered commercial activity on the beaches and are there for allowed.

Any Questions: Steve Burns (207) 363-1007

Police: All T-Shirt sales must be compliant with Town Ordinances.

Any Questions: Lieutenant Szeniawski (207)363-1031

Town Manager

Date

Melissa M. Avery

From: Stephen H. Burns
Sent: Tuesday, April 08, 2014 12:46 PM
To: Melissa M. Avery
Cc: Michael J. Sullivan
Subject: RE: Special Event Permit: AmpSurf

Missy,

My only concern would be the sale of t-shirts. As long as the t-shirts relate directly to this non-profit event I'm OK with it, but the Zoning Ordinance prohibits commercial activity on the beaches so they can't just sell any old t-shirts to make money. With this understanding I have no code issues with this event.

Steve

Stephen H. Burns
Community Development Director

From: Melissa M. Avery
Sent: Monday, April 7, 2014 9:28 AM
To: Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Subject: Special Event Permit: AmpSurf

Attached is the Special Event Permit Application for the Association of Amputee surfers, "AmpSurf" event on June 21 and 22, and also August 9 and 9, 2014.

Mike, Greg is wondering what he needs to do to be allowed to sell their t-shirt and what not at the event. Could you get in touch with him or let me know what he needs to do so I can pass it on?

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

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Melissa M. Avery

From: Charles J. Szeniawski
Sent: Tuesday, April 22, 2014 12:01 PM
To: Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

York Police Department has no issue with this event. We have no authority to waive the meter fees. The T Shirt sales must be in compliance with town ordinances.

From: Melissa M. Avery
Sent: Monday, April 07, 2014 9:28 AM
To: Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Subject: Special Event Permit: AmpSurf

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Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager

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186 York Street, York, ME 03909
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Melissa M. Avery

From: Dean Lessard
Sent: Monday, April 07, 2014 10:39 AM
To: Melissa M. Avery
Subject: RE: Special Event Permit: AmpSurf

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

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: Monday, April 07, 2014 9:28 AM
To: Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Subject: Special Event Permit: AmpSurf

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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

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Melissa M. Avery

From: Michael J. Sullivan
Sent: Tuesday, April 22, 2014 2:34 PM
To: Stephen H. Burns; Charles J. Szeniawski; Melissa M. Avery; Dean Lessard; Ellen Prince; David Apgar; David K. Bridges
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

If Steve is good to go so am I.

Michael J. Sullivan, Director
Parks and Recreation

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

From: Stephen H. Burns
Sent: Tuesday, April 22, 2014 2:28 PM
To: Michael J. Sullivan; Charles J. Szeniawski; Melissa M. Avery; Dean Lessard; Ellen Prince; David Apgar; David K. Bridges
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

I already weighed in on this with Missy. As long as the t-shirts are strictly AmpSurf apparel and sales benefit their non-profit then I have no concerns, but they can't retail any old t-shirts because that's just a commercial activity and would be prohibited on the beaches.

Stephen H. Burns
Community Development Director

From: Michael J. Sullivan
Sent: Tuesday, April 22, 2014 2:08 PM
To: Charles J. Szeniawski; Melissa M. Avery; Dean Lessard; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

Missy,

With respect to the t-shirt sales I think that would be more of a code issue?

Michael J. Sullivan, Director
Parks and Recreation

Town of York, Maine
186 York Street
York, Maine 03909

(207) 363-1040
msullivan@yorkmaine.org

From: Charles J. Szeniawski
Sent: Tuesday, April 22, 2014 12:01 PM
To: Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

York Police Department has no issue with this event. We have no authority to waive the meter fees. The T Shirt sales must be in compliance with town ordinances.

From: Melissa M. Avery
Sent: Monday, April 07, 2014 9:28 AM
To: Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
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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

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Melissa M. Avery

From: David Apgar
Sent: Monday, April 07, 2014 3:16 PM
To: Melissa M. Avery
Subject: RE: Special Event Permit: AmpSurf

Village Fire approval.

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

From: Melissa M. Avery
Sent: Monday, April 07, 2014 9:28 AM
To: Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Subject: Special Event Permit: AmpSurf

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Missy

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Melissa M. Avery

From: Ellen Prince [ellenprince@gmail.com]
Sent: Monday, April 07, 2014 1:21 PM
To: Melissa M. Avery
Subject: Re: Special Event Permit: AmpSurf

Fine with York Ambulance

On Apr 7, 2014, at 3:28 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

> Attached is the Special Event Permit Application for the Association of Amputee surfers, "AmpSurf" event on June 21 and 22, and also August 9 and 9, 2014.
>
> **Mike**, Greg is wondering what he needs to do to be allowed to sell their t-shirt and what not at the event. Could you get in touch with him or let me know what he needs to do so I can pass it on?
>
> Thank you!
> Missy
>
> ---
>
> Melissa M. Avery
> *Assistant to the Town Manager*
>
> Town of York, Maine
> 186 York Street, York, ME 03909
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<AmpSurf.pdf>

Melissa M. Avery

From: David K. Bridges
Sent: Tuesday, April 22, 2014 9:04 PM
To: Charles J. Szeniawski; Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

York Beach Fire has no problems with this event. Dave

From: Charles J. Szeniawski
Sent: Tuesday, April 22, 2014 12:01 PM
To: Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Cc: Owen T. Davis
Subject: RE: Special Event Permit: AmpSurf

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From: Melissa M. Avery
Sent: Monday, April 07, 2014 9:28 AM
To: Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; David Apgar; David K. Bridges
Subject: Special Event Permit: AmpSurf

Attached is the Special Event Permit Application for the Association of Amputee surfers, "AmpSurf" event on June 21 and 22, and also August 9 and 9, 2014.

Mike, Greg is wondering what he needs to do to be allowed to sell their t-shirt and what not at the event. Could you get in touch with him or let me know what he needs to do so I can pass it on?

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

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