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
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# BOARD OF SELECTMEN'S MEETING AGENDA
## 6:00/7:00PM MONDAY, JUNE 10TH, 2013
## YORK LIBRARY

**6:00pm** Executive Session: Personnel – Pursuant to M.R.S.A. Title 1, Section 405 (6)(A), specifically to discuss the Town Manager's annual performance review.

**Call to Order**

**A. Minutes**
1. May 9th, 2013 Selectmen's Meeting Minutes
2. May 13th, 2013 Selectmen's Meeting Minutes

**B. Chairman's Report**

**C. Manager's Report**

**D. Awards**
1. 2014 Paving Bid
2. Roof Repair Bid-York Beach Fire Station

**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.

**G. Approval of Warrant #50**

**H. Public Hearings**
1. New Business Licenses:
   - Robert John Greene DBA Atlantic House (Hotel/Motel); Located at 2 Beach Street
   - Jennifer Stearns DBA Shore Road Restaurant and Market (Victualers); Located at 10 Shore Road
2. Amendments to the Traffic Safety Ordinance

I. **Endorsements**

Business Licenses:

1. Jennifer Stearns DBA Shore Road Restaurant & Market (*Victualers*); Located at 10 Shore Road
2. Joseph Barberi DBA York's Wild Kingdom (*Victualers*); Located at 23 Railroad Avenue
3. Nancy St. Pierre DBA M &N Concessions (*Victualers*); Located at 23 Railroad Avenue
4. Joseph Golzbien DBA Kingdom Concessions (*Special Amusement*); Located at 23 Railroad Avenue
5. Nicole Hill DBA Molly O's Restaurant (*Victualers);* Located at 2 Main Street
6. Jervis Allen DBA Jamaican Jerk Center *(Victualers/ Dance Hall);* Located at 1400 US Route One
7. Carolyn Garrett DBA The Ice Cream House (*Victualers*); Located at 1300 US Route One
8. Robert Lago DBA Fun-O-Rama (*Coin-Op Amusement*); Located at 7 Beach Street
9. William H. Burnham DBA York Beach Bowling Alley (*Victualers/ Coin-Op Amusement/Bowling Alley*); Located at 3 Beach Street
10. William H. Burnham DBA Surfside (*Victualers/Liquor*); Located at 1 Main Street
11. John Lamarre DBA Roast-N-Crumb (*Victualers*); Located at 519 US Route One
12. Carle L. Brown DBA Ruby's Wood Grill (*Victualers/Liquor/Special Amusement/Coin-op Amusement*); Located at 433 US Route One
13. Paul Gagnon DBA Chapman Cottage (*Bed & Breakfast/ Victualers/Liquor/ Special Amusement*); Located at 370 York Street
14. Robert John Greene DBA Atlantic House (*Hotel/Motel*); Located at 2 Beach Street
15. Margaret Fennelly DBA Sweet Josie's Candy Shoppe (*Victualers*); Located at 7 Railroad Avenue
16. Peter T. Wagner DBA Camp Eaton Inc. (*Victualers*); Located at 750 York Street
17. Lucia Velasco-Evans DBA Lucia's Kitchen (*Victualers/Liquor*); located at 1151 US Route One
18. Brenda Strum DBA R & R Fine Chocolates *(Victualers*); Located at 4 Market Place Drive

J. **Old Business**

K. **New Business**

1. Traffic Safety Ordinance
2. Parking Agreement with York's Wild Kingdom
3. Request for Funding from Energy Efficiency Steering Committee
4. Discussion of Police Station Project Restoration Plan Submitted by Stantec to DEP and Army Corps of Engineers

5. Appoint Selectmen liaison to Hartley-Mason Estate
6. Schedule Work Sessions with York Sewer District, York Water District and Planning Board
7. Property Redemption Request; 20 Triple Oaks Road
8. Property Redemption Request; 4 Trafton Mill Road
9. Property Redemption Request; 11 Shore Road
10. Appoint Christopher Ring to the Energy Efficiency Steering Committee
11. Special Event Permit; Parks and Recreation's Four on the 4th Road Race
12. Special Event Permit; Parks and Recreation's York Day's 5K Road Race
13. Special Event Permit; Ampsurf Learn to Surf Clinic
14. Special Event Permit; Great Maine Getaway
15. Special Event Permit; Graystone Builders Bonfire Benefit
16. Special Event Permit; York Volunteer Fire Department's Annual Field Day

**L. Other Business**

**M. Citizens' Forum**

**Adjourn**

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# SPECIAL SELECTMEN'S MEETING
# 8:30 A.M. THURSDAY, MAY 9, 2013
# YORK LIBRARY

**Present:** Chair Mary Andrews; Vice Chair Scott Fiorentino; Kinley Gregg; Ted Little and Town Manager Robert Yandow.

**Call to Order:** 8:31 A.M.

## Pledge of Allegiance

## A. Public Hearing

1. New Business License
   Kent Kilgore and Randy Small DBA Fisherman's Dock (Victualers/Liquor)
   Located at 855 US Route One

   Moved by Ted Little, Seconded by Scott Fiorentino to open the public hearing at 8:33 A.M. **Public Comment:** None

   Moved by Ted Little, Seconded by Kinley Gregg to close the public hearing at 8:34 A.M.

## B. Endorsements

1. Kent Kilgore and Randy Small DBA Fisherman's Dock (Victualers/Liquor)

   Moved by Ted Little, seconded by Kinley Gregg to approve the license application for Kent Kilgore and Randy Small DBA Fisherman's Dock (Victualers/Liquor) subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 4-0, motion passes.

## Adjourn

Moved by Ted Little, seconded by Scott Fiorentino to adjourn at 8:35 A.M.

Robert B. Yandow

Robert Yandow, Recorder

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# SELECTMEN'S MEETING
# 5:30/6:00/7:00 P.M. MONDAY MAY 13, 2013
# YORK LIBRARY

5:30 PM: Executive Session Pursuant to M.R.S.A. Title 1, Section 405 (6) (C), specifically to discuss the possible acquisition of real estate.
6:00 PM: Executive Session Pursuant to M.R.S.A Title 1, Section 405 (6) (A), specifically to discuss the Town Manager's annual performance review.

**Present:** Chair; Mary Andrews, Vice Chair; Kinley Gregg, Ted Little, Ronald Nowell, Town Manager; Robert G. Yandow, Recorder; Katie McWilliams and members of the press and public.

**Call to Order** at 7:00pm

**Pledge of Allegiance**

## A. Minutes

- **April 8th, 2013 Selectmen's Meeting Minutes**

Moved by Mr. Little, second by Mr. Fiorentino to approve the April 8, 2013, Selectmen's Meeting Minutes. Without objection, so ordered.

- **April 22nd, 2013 Selectmen's Meeting Minutes**

Moved by Mr. Little, second by Mr. Fiorentino to approve the April 22, 2013, Selectmen's Meeting Minutes as amended. Without objection, so ordered.

## B. Chairman's Report

- PC Construction has admitted some responsibility relating to the clear cutting at the site of the new Police Station.

- There has been some confusion regarding the proposal of the new traffic light on Route 1. The light was never part of the original Police Station proposal. DOT could possibly pay for the light however it could take years to get. The Planning Board has now suggested having the town pay for the light.

- Ms. Andrews read a letter from CLD Engineers in response to a comment Mr. Nowell made at the April 22, 2013 meeting. Mr. Nowell insinuated that CLD was responsible for the County Road/Short Sands project, when in fact CLD played no role in that project.

- This will be the last meeting for Mr. Ted Little, after 5 years on the board. Thank you!

**C. Manager's Report**

- Absentee ballots are now available, and can be picked up anytime in the Town Clerks office. They can be returned up until 8pm on May 18th.

- After 36 years at the Town Hall, Human Resource Director Gretchen Seaver will be retiring as of August 16, 2013.

**D. Awards**

None

**E. Reports:**

1. Energy Efficiency Steering Committee: Grant House Boiler Project RFP

Wayne Boardman, Chair of the EESC informed the BOS that the Energy Efficiency Steering Committee has revised the Grant House boiler project and there are two bid alternates. The first bid alternate is for a pellet boiler and the second bid alternate is for a propane boiler. The dates for a pre-bid conference and sealed bid submission will be determined once approved.

F. **Citizens Forum** - The citizen's forum is open to any member of the audience for comments on items listed on this meeting agenda. All comments should be respectful in tone and should be directed to the chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the town manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the

form available at this meeting or may obtain the form through the town manager's office.

None

## G. Approval of Warrant #45

Moved by Mr. Little, seconded by Mr. Fiorentino to approve Warrant # 45. Vote 4-1, Mr. Nowell opposed, motion passes.

## H. Public Hearings:

- **New Business Licenses:**

Moved by Mr. Little, seconded by Mr. Nowell to open the Public Hearing at 7:26 pm for the following New Business Licenses:

James Woodhouse DBA GiGi's (Victualers/Liquor /Dance Hall); Located at 2 Beach Street, Unit 7.

Ellen Boloker DBA Beauport Inn (Bed & Breakfast); Located at 339 Clay Hill Road

Brenda Strum DBA R&R Fine Chocolates (Victualers); Located at 4 Market Place Drive, Suite 1, Unit 2

Kathryn Kelley DBA Coppa Magica Gelato (Victualers); Located at 852 US Route One

John Cirrone DBA Neddick Place (Bed & Breakfast/Hotel/Motel); Located at 1521 US Route One

John Knight DBA Four Mile Lobster (Victualers); Located at 1901 US Route One

Moved by Mr. Little, seconded by Ms. Gregg to close the Public Hearing at 7:31 pm.

- **Municipal Partnership Initiative (MPI) Grant Program**

Moved by Mr. Little, seconded by Mr. Little to open the Public Hearing at 7:45 pm without objection so ordered.

Mary Coughlin
Dave Emery

Fred Koerschner
Howard Keopel
Ron McAllister
Tracy Keirns
Ralph Duchesne
Fred Knox
Lewis Stowe
Jack Johnson
Dave McCarthy
Peter Smith

Moved by Mr. Nowell, seconded by Mr. Little to close the Public Hearing at 8:22 pm.

## I. Endorsements- Business Licenses

1. Kandace Minihane DBA American Legion Post 56 (Victualers/ Liquor/Special Amusement/ Coin-Op Amusement); Located at 9 Hannaford Drive
2. Betty Weaver DBA The Rough (Victualers/ Li quor/Special Amusement); Located at 1000 US Route One
3. The Goldenrod DBA The Goldenrod (Victualers); Located at 2 Railroad Ave
4. Ellen Boloker DBA Beauport Inn (Bed & Breakfast); Located at 339 Clay Hill Road
5. Bob and Cheryl Morgan DBA York Beach Grocery and Deli (Victualers); Located at 9 Ocean Ave
6. Martha Danilovicz DBA Wicked Good Ice Cream (Victualers) Located at 4 Main Street
7. Zhiqiang He DBA Panda and Sakura (Victualers/Liquor); Located at 9 Ocean Aveenue
8. Agnes and John Biagioni DBA The Candy Corner (Victualers); Located at 14 Railroad Ave
9. James Woodhouse DBA GiGi's (Victualers/Liquor /Dance Hall); Located at 2 Beach Street, Unit 7.
10. Erik Heyland DBA Microtel Inn and Suites (Victualers/Hotel/Motel); Located at 6 Market Place Drive
11. John Knight DBA Four Mile Lobster (Victualers); Located at 1901 US Route One
12. Jane Eastman DBA Harry's Seafood and Grill (Victualers/Liquor); Located at 15 Railroad Ave
13. IOTB LLC DBA Guac-N-Roll (Victualers/Liquor/Special Amusement); Located at 6 Railroad Avenue

Moved by Mr. Little, seconded by Mr. Fiorentino to approve the following license applications Kandace Minihane DBA American Legion Post 56 (Victualers/ Liquor/Special Amusement/ Coin-Op Amusement), Betty Weaver DBA The Rough (Victualers/ Liquor/Special Amusement), The Goldenrod DBA The Goldenrod (Victualers), Ellen Boloker DBA Beauport Inn (Bed & Breakfast), Bob and Cheryl Morgan DBA York Beach Grocery and Deli (Victualers), Martha Danilovicz DBA Wicked Good Ice Cream (Victualers), Zhiqiang He DBA Panda and Sakura (Victualers/Liquor), Agnes and John Biagioni DBA The Candy Corner (Victualers), James Woodhouse DBA GiGi's (Victualers/Liquor /Dance Hall), Erik Heyland DBA Microtel Inn and Suites (Victualers/Hotel/Motel), John Knight DBA Four Mile Lobster (Victualers),Jane Eastman DBA Harry's Seafood and Grill (Victualers/Liquor), IOTB LLC DBA Guac-N-Roll (Victualers/Liquor/Special Amusement) subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 5-0, motion passes.

Moved by Mr. Little, seconded by Mr. Fiorentino to approve the State of Maine Application for Retail Sales at a Farmer's Market for a Brewery or Winery- Andrew L. Bevan DBA Salmon Falls Winery; July 6th, 20th, 27th and August 10th and 17th at the Farmer's Market located at 1 Stonewall Lane. Vote 5-0, motion passes.

It was brought to the Boards attention that there was a paperwork mix-up for Neddick Place. They thought they needed to get all the paperwork into the town to get a business license by Monday at 4pm. However, the packets for the Selectmen get printed on Friday afternoon. Therefore Neddick Place was not on the list of licenses to be approved tonight however they do have the paperwork in. Moved by Ms. Andrews, seconded by Mr. Fiorentino to approve John Cirrone DBA Neddick Place (Bed & Breakfast/Hotel/Motel); Located at 1521 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

None

## K. New Business

### 1. MDOT MPI Grant Opportunity for York Street

On May 22, 2010 the York voters approved a sum of $1,000,000 for the York Street Renovation Project. This project involves roadway and culvert work on York Street

and Organug Road along with sidewalk, paving and other drainage work. The project also involved the reconstruction of the intersection at York Street and Organug.

On November 14, 2011 the Board of Selectmen approved DPW to finalize the design and solicit construction bids to reconstruct York Street including the upgrade of the existing drainage system, road and sidewalks. To date the project as approved is substantially complete.

DPW has had discussions with the Maine Department of Transportation (MDOT) about the availability of State funding through the Municipal Partnership Initiative (MPI) grant program that would allow for additional improvements in conjunction with the Town project. The proposed additional improvements funded by State funds (MPI grant) would continue to improve pedestrian safety on York Street as well as provide money for improvements that would ultimately come out of the York Village committee. The pedestrian safety improvements would include the construction of a sidewalk on the northerly side of York Street from the intersection of Route 1 (York Corner) to Hilltop Drive. It would also include the construction of a sidewalk on the southerly side of York Street from Georgia Street to Lindsay Road. The addition of the sidewalk on the southerly side of York Street would allow for the installation of safer crossings at the Village Elementary School.

It was recommend by Dean Lessard, Director of Public Works to approve the Department of Public Works to continue to work with Maine Department of Transportation to secure funds through the Municipal Partnership Initiative (MPI) Grant Program to construct additional infrastructure improvements in conjunction with the York Street Improvement Project.

Moved by Mr. Little, seconded by Mr. Fiorentino to approve DPW to continue to work with Maine DOT to secure funds through the Municipal Partnership Initiative (MPI) Grant Program to construct additional infrastructure improvements in conjunction with the York Street Improvement Project.

Moved by Ms. Gregg, seconded by Mr. Nowell to table the motion until May 20, 2013. Vote 5-0, motion passes.

2. **Discussion of Process for Identifying a Project Manager for the Police Station/Connector Road Project**

The town is in need of project manager to assist with the Police Station and Connector Road project. After discussion it was agreed that the Town Manager will come back to the Board with scope and budget for the position.

### 3. York Water District- Tower Lease Agreement

It was recommended by Chief Douglas P. Bracy to have the Board of Selectmen to approve and authorize the Town Manager to sign the lease between the Town of York and the York Water District to allow the Town to utilize the tower for its public safety communications needs.

Moved by Mr. Nowell, seconded by Mr. Little to approve the lease between the Town of York and the York Water District allowing the town's public safety entities to utilize the York Water District communication tower on Mouth Agamenticus for its public safety communications needs. Vote 5-0, motion passes.

### 4. Energy Efficiency Steering Committee: Grant House Boiler Project RFP

Moved by Mr. Nowell, seconded by Mr. Little to approve the revised Request for Proposals for design and installation of a new boiler at the Grant House. Vote 5-0, motion passes.

### 5. Special Event Permit- Cottage Home Barn Sale

Moved by Mr. Little, seconded by Mr. Nowell to approve the Special Event Permit for "Cottage Home Barn Sale" on Saturday, Sunday and Monday, May 25th, 26th, and 27th, 2012 from 10:00 AM- 5:00 PM. The event is to be held in front of the Barn, at 9 Mountain Road, across from the store with a 30 x 40 tent. Vote 4-1, Ms. Gregg opposed, motion passes.

### 6. Special Event Permit- Masonic Youth Charities Motor Cycle Run

Moved by Mr. Little, seconded by Mr. Nowell to approve the Special Event Permit for "Masonic Youth Charities Motor Cycle Run" on Saturday, May 18th, 2013 from 10:00 AM – 2:30 PM. The event is to enter York at Shore Road around 11:00 AM, continue on Route 1A to Long Sands Road, then take Post Road to Route One North to the Lobster Barn and then leaving the Lobster Barn on Route One South to Chase's Pond Road to exit York. Vote 5-0, motion passes.

### 7. Special Event Permit- Old York Garden Club's Plant Sale

Moved by Mr. Little, seconded by Mr. Nowell to approve the Special Event Permit for "Old York Garden Club's 43rd Annual Plant Sale" on Saturday, May 18th, 2013 from 8:00 AM – 12:00 PM. The event is a plant sale held at the Grant House, located at 200 US Route One. Vote 5-0, motion passes.

**8. Special Event Permit- Christmas in July; Lightening of the Nubble**

Moved by Mr. Little, seconded by Mr. Nowell to approve the Special Event Permit for the York Parks and Recreation Department's " Christmas in July; Lighting of the Nubble" on Sunday, July 28th, 2013 from approximately 7:00 PM – 9:00 PM. The event is to be held at Sohier Park and the Nubble Lighthouse. Vote 5-0, motion passes.

**9. Special Event Permit- York Days Craft Fair**

Moved by Mr. Little, seconded by Mr. Nowell to approve the Special Event Permit for the York Parks and Recreation Department's "York Day's Craft Fair" on Saturday and Sunday, August 3rd and 4th, 2013 from 10:00 AM – 5:00 PM. The event is to be held at the York Beach Ball Field with 40-60 craft vendors. Vote 5-0, motion passes.

**10. Special Event Permit- Lighting of the Nubble**

Moved by Mr. Little, seconded by Mr. Nowell to approve the Special Event Permit for the York Parks and Recreation Department's "Lighting of the Nubble" on Saturday, November 30th, 2013 from approximately 5:00 PM – 6:00 PM. The event is to be held at Sohier Park and the Nubble Lighthouse with a complimentary shuttle service from Ellis Park to Sohier Park running from 3:30 PM – 7:00 PM. Vote 5-0, motion passes.

**L. <u>Other Business</u>**

None

**M. <u>Citizens Forum</u>**

Brenda Knapp
Mike Micciche
Sam Horn
Dave Emery

**<u>Adjourn</u>**

Moved by Mr. Nowell, seconded by Ms. Andrews to adjourn at 10:34 PM.

Respectfully Submitted By:

_____

Katie McWilliams; Recorder

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** June 4, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Paving Bid Award | |

**TO: BOARD OF SELECTMEN**

**FROM:** Dean Lessard, Director of Public Works

**RECOMMENDATION:** Award the FY2014 Town paving bid to Libby-Scott, Inc.

**PROPOSED MOTION: I move to award the FY2014 paving bid to Libby-Scott, Inc. in the amount of $70.50 per ton.**

**Discussion:**

- On March 7, 2013 the Greater Portland Council of Governments (GPCOG) issued a request for paving bids for the cities and towns in York and Cumberland Counties in an effort to obtain the lowest possible price for paving for the municipalities.
- On April 25, 2013 the Greater Portland Council of Governments (GPCOG) opened bids. Two responsive bid proposals (Pike Industries - $75.60/ton, Libby Scott - $70.50/ton) were received for the Town of York. Libby Scott, Inc the Town's existing paving contractor was the low bidder and their FY2014 bid is consistent with the terms of our existing paving contract.

**FISCAL IMPACT:** Libby-Scott Inc's price per ton for paving is $70.50. The following table shows the life cycle impact of current funding levels.

| Comparison Values | | FY2010 | FY2011 | FY2012 | FY2013 | FY2014 |
|---|---|---|---|---|---|---|
| | | | | | | |
| Price Per Ton | | $64.50 | $64.50 | $66.50 | $72.00 | $70.50 |
| Percentage Increase | | | 0% | +3.0% | +8.3% | -2.4% |
| | | | | | | |
| Price Per Mile | | $87,410 | $87,410 | $90,120 | $97,397 | $95,368 |
| | | | | | | |
| Funding Level | | $492,600 | $492,600 | $417,600 | $537,409 | $512,409 |
| | Miles Paved | 5.64 miles | 5.64 miles | 4.63 miles | 5.52 miles | 5.37 miles |
| | Paving Cycle | 24 years | 24 years | 29 years | 25 years | 25 years |

**DEPARTMENT LINE ITEM ACCOUNT: 100.0303.9606**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared By: _____ Reviewed By: Robert B. Yandow

| 2013 GPCOG PAVING BID RESULTS | | | | |
|---|---|---|---|---|
| **YORK** | | | | |
| | | PIKE | LIBBY SCOTT | ANNSEAL |
| | Unit | Unit Price | Unit Price | Unit Price |
| **Hot Bituminous Pavement** | | | | |
| Superpave surface mix, 9.5 mm | *ton* | $ 75.60 | $ 70.50 | N/B |
| Superpave surface mix, 12.5 mm | *ton* | $ - | $ 70.50 | N/B |
| Superpave binder course, 19.0 mm | *ton* | $ 80.60 | $ 68.50 | N/B |
| Hand work | *ton* | $ 125.00 | $ 120.00 | N/B |
| Tack coat | *gallon* | $ - | $ 6.95 | N/B |
| Reflective delineators *(installed)* | *each* | $ - | $ - | N/B |
| **Hot Bituminous Curbing** | | | | |
| **Cape Cod** | | | | |
| Less than 200' | *lineal foot* | $ 10.25 | $ 8.00 | N/B |
| 200' to 500' | *lineal foot* | $ 10.25 | $ - | N/B |
| 501' to 1,000' | *lineal foot* | $ 10.25 | $ - | N/B |
| 1,001' to 2,000' | *lineal foot* | $ 10.25 | $ 6.50 | N/B |
| More than 2,000' | *lineal foot* | $ 10.25 | $ - | N/B |
| **MaineDOT Type 1 or 2** | | | | |
| Less than 200' | *lineal foot* | $ 10.25 | $ 8.00 | N/B |
| 200' to 500' | *lineal foot* | $ 10.25 | $ - | N/B |
| 501' to 1,000' | *lineal foot* | $ 10.25 | $ - | N/B |
| 1,001' to 2,000' | *lineal foot* | $ 10.25 | $ 6.95 | N/B |
| More than 2,000' | *lineal foot* | $ 10.25 | $ - | N/B |
| **Pavement Milling** | | | | |
| Milling | *sq. yd.* | $ 110.00 | $ 25.00 | N/B |
| Butt joints | *sq. yd.* | $ 26.50 | $ 13.50 | N/B |
| **Shoulders** | | | | |
| With 1 1/2" crushed gravel | *cu. yd.* | $ - | $ - | N/B |
| Without 1 1/2" crushed gravel | *cu. yd.* | $ - | $ - | N/B |
| **Reclaiming** | | | | |
| First pass | *sq.yd.* | $ 2.50 | $ 0.90 | N/B |
| Second pass *(must be noted to be charged)* | *sq. yd.* | $ - | $ 0.50 | N/B |
| Fine grading | *sq. yd.* | INCLUDED | $ - | N/B |
| Full-depth reclam. w/ cement additive | *sq.yd.* | $ - | $ - | N/B |
| **Cold Patch** | | | | |
| Picked up | *sq. yd.* | $ - | $ - | N/B |
| Delivered | *sq. yd.* | $ - | $ - | N/B |
| Plant location | *town* | | | |
| **Crack Seal** | | | | |

| | | | | |
|---|---|---|---|---|
| Asphalt Fiber *(in place)* | *gallon* | $ - | $ - | $ 18.27 |
| Asphalt Rubber *(in place)* | *gallon* | $ - | $ - | $ 18.58 |

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** June 6, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** _X_ **Work Session** | ☐ **Other:** _____ |
| **Subject:** Bids for Roof Repair at York Beach Fire Station | |

**TO:** Board of Selectmen

**FROM:** Robert G. Yandow, Town Manager

**RECOMMENDATION:** Award Bid to Hall Brothers Contracting in the Amount of $41,600

**PROPOSED MOTION: I move to award the bid for roof repair at the York beach Fire Station to Hall Brothers Contracting, Inc. in the amount of $41,600.**

**Discussion:** Ongoing roof leakage issues at the York Beach Fire Station were scheduled to be addressed in the FY15 Capital Plan. As a result of winter storm events York Beach Fire Chief David Bridges has requested that the roof be repaired as soon as possible as the leaking has gotten worse. Bid specs were put together and bids were solicited via area newspapers. As a result of the solicitation four bids were received:

- Hall brothers Contracting, Inc. $41,600
- Williams Roofing $42,956
- New England Roofing $45,000
- McLaughlin Builders $59,798

Please see attached information from Chief David Bridges regarding the request.

**FISCAL IMPACT:**

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared By: Robert B. Yandow Reviewed By: _____

# York Beach Fire Department

***David K. Bridges***
*Chief*

***Corey Hathorne***
*1st Asst. Chief*

***Jeff Welch***
*2nd Asst. Chief*

***Gary Woods***
*Treasurer*

*MAILING ADDRESS:*
*18 Railroad Ave.*
*P.O. Box 70*
*York Beach, ME 03910*

*EMERGENCY #:*
*911*

*BUSINESS PHONE:*
*207-363-1014*

*FAX:*
*207-363-1049*

*E-MAIL:*
*ybfire@yorkmaine.org*

June 6, 2013

I put in late for a capital improvement project brought to our attention by the hurricane we had late summer, early fall last year. We had some leaking problems prior to the storm but a much greater problem after the storm. Rob didn't think he had enough time to get it to the budget committee in time, so he asked me to wait until the next budget which would be about 15-16 months away. The winter storms we had after the hurricane only added to the leaking problem and now we have water damage on most every rain storm. We felt we needed to repair the roof before more water damage occurred and started to manage our budget to hopefully conserve enough money to do the job this summer and not need to go thru 8-12 months of leaking. Our building was built in 1917 with additions in 1965 and in 1987 and is still in great shape. I was told that during the latest energy study, we were the 2nd most energy efficient town owned building, only beat out by the library! We do take a lot of pride in our building and our grounds.

We have researched the materials to be used and the bidders and hope you will support our efforts by awarding the bid to Hall Brothers Contracting Inc. of Berwick, Me for $41,600. The quality reputation that Hall Brothers Contracting has built in the seacoast area over the last 87 years and also being the low bidder makes me feel confident that we'll get a quality job at a fair price. Nine contractors requested specs but only 4 sent back bid quotes. The following is a list of those bidders with their price quotes;

Hall Brothers Contracting Inc. of Berwick, Me $41,600
Williams Roofing of Brewer, Me $42,956
New England Roofing of Rochester, NH $45,000
McLaughlin Builders of Medway, Me $59,798

Where will the money come from to pay for the roof?

1. We have a $10,000 building repair and maintenance account
2. We had planned on replacing a 15 year old Thermal Imaging unit this year if money was available. A new unit costs $12,000 – 14,000.
3. We had planned on purchasing a new Fit Test analyzing machine to improve our ability to keep current with Bureau of Labor Standards requirements for both the fire dept and the police dept for $10,100, but found other funding to purchase the equipment with.
4. We will put on hold replacing 4 sets of bunker gear this year since most of our gear is in good shape. Having no structure fires does extend the life of the gear. Each set of gear costs about $1,900 = $7,600.
5. The balance of the money will come from nothing specific just up-grades and replacement of equipment that we do yearly to keep ourselves as proficient as possible. We will purchase these from our next budget if needed.
6. Keeping up with improvements and maintenance can allow for some deviation from the normal program and that's why this is possible.

Thank you all for your support. Chief, David Bridges York Beach Fire Department

May 15, 2013

***David K. Bridges***
*Chief*

***Corey Hathorne***
*1st Asst. Chief*

***Jeff Welch***
*2nd Asst. Chief*

***Gary Woods***
*Treasurer*

*MAILING ADDRESS:*
*18 Railroad Ave.*
*P.O. Box 70*
*York Beach, ME 03910*

*EMERGENCY #:*
*911*

*BUSINESS PHONE:*
*207-363-1014*

*FAX:*
*207-363-1049*

*E-MAIL:*
*ybfire@yorkmaine.org*

The York Beach Fire Department is seeking sealed bids for replacement of the shingled roof of the main building and a small attached annex. The roof over Ladder 1 and Engine 5 bay are NOT part of this bid quote. The following is a list of specs we have for the bidding process

1. Strip and dispose of all existing shingles and debris
2. Nail all existing decking since new plywood may not land on rafters properly.
3. Install 9' of Grace Ice and Water shield on bottom edges and 18"on all edges that meet other surfaces. Cover rest of roof with an approved underlayment. York Beach Fire to approve brand type.
4. Install a shingle with a lifetime warranty, a wind resistance of at least 110 mph. Clearly describe warranty conditions.
5. All shingles to be hurricane nailed ( 7 nails ). No staples will be accepted.
6. Install new ridge vent over entire roof. Caution should be used when designing ridge vent with prevailing wind coming off the ocean. Possibly soffit vents could be installed in the rear soffit. York Beach Fire to approve any design.
7. Install new aluminum edge flashing on all bottom and rake edges.
8. Install ½" CDX plywood over the present deck using 2 1/2" 8d ring shank coil glue nails to ensure a secure nailing surface.
9. Shingle preference would be GAF or Certainteed brands. No IKO shingles will be accepted. York Beach Fire to approve brand type.
10. Any discoveries of extra work required should be noted and included in the original bidding process. Rotten trim on the hose tower should be included in this section. Any others should be noted.
11. Existing antennas shall be removed and new bases shall be installed ( YBFD will supply bases )
12. Existing horn shall be removed and NOT re-installed. Repair to the deck shall be done before re-shingling.
13. Existing power vents shall be removed. Repair to the deck shall be done before re-shingling.
14. Care will be taken to ensure all nails and debris is cleaned up daily to prevent flat tires on the fire trucks

Any questions or to make an appointment to view project call 207-363-1014

David Bridges
Fire Chief, York Beach Fire Department

All bids must be received in the Town Manager's office in Town Hall by 3:00 pm on June 3rd, 2013. It is anticipated that the bid be awarded at the Selectmen's meeting on June 10th, 2013.

Return sealed bids to:

Town of York
Roofing Project – York Beach Fire Department
P.O. Box 9
York, Maine 03909

Clearly mark the envelope "Roofing Project- York Beach Fire Department"

**HALL BROTHERS CONTRACTING, INC.**
Dana Hall – David Swett
**Roofing Specialists**
Shingles • Single Ply

**136 Rochester Street • P.O. Box 619 • Berwick, Maine 03901**
**Telephone: 207-698-1551 • Fax: 207-698-1559**
**Email: hallbrothersroof@comcast.net**
*"Over 87 years on the Square"*

# Proposal

SPECIFICATIONS AND ESTIMATE

No.

Page No. of Pages

| PROPOSAL SUBMITTED TO | PHONE | DATE |
|---|---|---|
| Town of York | 207-363-1014 | May 31, 2013 |
| STREET | JOB NAME | |
| PO Box 9 | Main Building and Back Low Area | |
| CITY, STATE AND ZIP CODE | | |
| York, ME 03909 | | |
| ATTENTION | LOCATION | |
| | York Beach Fire Department | |

We hereby propose to furnish materials and labor necessary for the completion of

1 Stripping the existing shingled roof to the deck.
2 Re-nailing any loose decking.
3 Installing 1/2" plywood over entire area.
4 Installing nine feet of Grace Ice and Watershield on bottom edges.
5 Installing fifteen pound felt paper on the remainder of the roof area.
6 Installing Certainteed, Landmark Premium, color of your choice, Lifetime Architectural shingles.
7 Installing six 1 1/4" galvanized nails per shingle as per manufacturer's specifications.
8 Installing shingle vent II ridge vent
9 Installing new white galvanized edge flashing on all bottom and rake edges.
10 Installing new aluminum/rubber vent flashings as needed.
11 Replacing rotted facia boards as needed.
12 Installing new antenna bases and removing existing horn and power vents.
13 Removal of all debris by Hall Brothers.
14 Hall Brothers will not be liable for any dust/debris that may enter into the building through the roof boards.
15 Any attic contents should be covered by homeowner prior to start of roof work.
16 Homeowner will need to provide access to outlets for electrical use.
17 Homeowner will acquire all necessary permits from town prior to start of work.
18 References will be provided upon request.
19 Quoted Price: $41,600.00
20 Any rotted wood not included in above price will be replaced at - $1.25/sq.ft.

**ANY WOODWORK THAT NEEDS TO BE REPLACED BY US WILL BE ON A LABOR AND MATERIAL BASIS ONLY.**

**WE PROPOSE** hereby to furnish material and labor – complete in accordance with above specifications, for the sum of

Forty One Thousand Six Hundred Dollars ---------- dollars ($ $41,600.00 )

Payment to be made as follows

**50% down upon acceptance and balance due day of completion.**

**All work to be done by Hall Brothers at earliest possible convenience. Our men are fully covered by Workman's Compensation and liability insurance.**

All material is guaranteed to be specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owners to carry fire, tornado and other necessary insurance. The purchaser to pay all attorney's collections, commissions and suit fees additional.

**Authorized Signature** Dawn L Harwood

**Note: This proposal may be withdrawn by us if not accepted within** 10 **days.**

**ACCEPTANCE OF PROPOSAL** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Signature** _____

**Date of Acceptance:** _____

**Signature** _____

White – ORIGINAL COPY Yellow – CUSTOMER COPY Pink – FILE COPY

WILLIAMS ROOFING INC.
40 Liberty Drive
Brewer, Maine 04412
207-989-9595
fax 989-9932

Town of York
Roofing Project – York Beach Fire Department
P.O. Box 9
York, Maine 03909
Attn: David Bridges – Fire Chief

To strip off existing shingles on upper main roof and back annex down to wooden roof deck. To also remove existing horn, antenna bases and power vents and repair decking. To also replace rotten trim board on hose tower. To cover over decking boards with new ½ " CDX plywood over the present deck using 2 1/2" 8d ring shank coil glue nails to ensure a secure nailing surface. To then install 8" aluminum white drip edge on all eves and rakes. To then install 9' of Grace Ice and Water shield on bottom edges and 18" on all edges that meet other surfaces, to then cover the remainder of roof with roof top guard or approved equal. To then cover entire roof with certainteed or GAF brands applying 7 nails per shingle. To then apply new antenna bases supplied by YBFD. All debris to be removed daily by Williams Roofing Inc. and areas to be magnetized daily. Any unforeseen rotted wood will be cost of wood plus $36 per hour to replace.

All of the above work to be completed in a substantial and workmanlike manner according to standard practices for the sum of
Forty-two thousand nine hundred fifty-six

Dollars ($ 42,956 )

Respectfully submitted,
By Jarrod Williams 478-7100

Jarrod Williams

# *New England Roofing & Remodeling*

*20 Crown Point Road, Rochester, NH 03867 Tel:Fax: (603) 330-1970*

# PROPOSAL

| PROPOSAL SUBMITTED TO: | | JOB SITE LOCATION | |
|---|---|---|---|
| NAME: | York Beach Fire Department<br>PO Box 70<br>York Beach, ME 03910 | NAME: | York Beach Fire Department<br>1 Railroad Ave<br>York Beach, ME 03910 |
| PHONE: | 207-363-1014 Paul 207-451-0641 | DATE: | 5/17/13 |
| FAX: | 207-363-1049 | EMAIL: | Dbridges@yorkmaine.org |

## Scope of work:

**Shingle - Main Building**

Remove and dispose 1 layer of existing shingles.
Re-nail existing decking with 8d ring glue nail.
Delete 4 power vents on roof and board over hole. Your electrician will need to disconnect the wiring.
Install ½" CDX over entire roof surface with 8d ring glue nail.
Remove unwanted antenna brackets, curbing and horn units, board over holes.
Install new bases for antennas, bases supplied by YBFD.
Install 9ft. Grace Ice and Water Shield to all roof eaves.
Engulf rear dormer with Ice and Water Shield. Install 18" on all edges that meet other surfaces.
Install Roof Guard Cool Grey underlayment to remaining surfaces.
Install 8" white aluminum drip edge to all roof eaves and rakes.
Install new boot to all pipe penetrations.
Install Certainteed Landmark AR Limited Lifetime Architectural Shingles to prepared surfaces.
High wind nailing process using a minimum of 6 nails per shingle.
Install low profile ridge vent.
Install 4 nails per cap shingle.
Install new lead to chimney if needed. Seal all vertical and horizontal seams on lead flashing around chimney.
Remove rotten trim boards on rear dormer and replace with pre-primed trim.
Cover trim on rear dormer with white aluminum.
20 year transferable labor warranty.
Removal of all waste and magnetic clean up of entire work area.

**Shingle - Furnace Room Roof**

Remove and dispose 1 layer of existing shingles.
Re-nail with 8d ring glue nail.
Check integrity of wall flashing, replace where needed.
Install ½" CDX over entire roof surface with 8d ring glue nail.
Engulf roof with Grace Ice and Water Shield.
Install 8" white aluminum drip edge to all roof eaves and rakes.
Install Certainteed Landmark AR Limited Lifetime Architectural Shingles to prepared surfaces.
High wind nailing process using a minimum of 6 nails per shingle.
Install 4 nails per cap shingle.
Install 3 - 12" box vents, one on each side of hip.
20 year transferable labor warranty.
Removal of all waste and magnetic clean up of entire work area.

# *New England Roofing & Remodeling*

*20 Crown Point Road, Rochester, NH 03867 Tel:Fax: (603) 330-1970*

| PROPOSAL SUBMITTED TO: | | JOB SITE LOCATION | |
|---|---|---|---|
| NAME: | York Beach Fire Department<br>Po Box 70<br>York Beach, ME 03910 | NAME: | 1 Railroad Ave |
| | 207-363-1014 207-451-0641 | DATE: | 5/17/13 |
| FAX: | 207-363-1049 | EMAIL: | Dbridges@yorkmaine.org |

**Shingle - Compressor Room & Storage Roof:**
Remove and dispose 1 layer of existing shingles.
Re-nail with 8d ring glue nail.
Install ½" CDX over entire roof surface with 8d ring glue nail.
Install 9ft. Grace Ice and Water Shield to all roof eaves.
Install Roof Guard Cool Grey underlayment to remaining surfaces.
Install 8" white aluminum drip edge to all roof eaves and rakes.
Install new boot to all pipe penetrations.
Install Certainteed Landmark AR Limited Lifetime Architectural Shingles to prepared surfaces.
High wind nailing process using a minimum of 6 nails per shingle.
Install low profile ridge vent.
Install 4 nails per cap shingle.
Cut away piping through roof and board over.
Seal all seams on chimney flashing.
20 year transferable labor warranty.
Removal of all waste and magnetic clean up of entire work area.

| | |
|---|---|
| ☐ Main Building Total Cost: | $35,800.oo |
| ☐ Furnace Roof: | $ 1,000.oo |
| ☐ Compressor roof & Storage Roof: | $ 8,200.oo |

**Warranty:** New England Roofing is a certified Certainteed installer and can offer you SureStart Plus 4-star coverage in addition to the SureStart warranty that comes with the shingles, at no extra cost.

- Price reflects cost if paying by cash or check.
- Proposal is valid for 2 weeks, as shingle material costs are very volatile at this time.
- Owner is responsible for any charges incurred if antenna dish needs to be reprogrammed.
- Please cover anything in the attic, shingle particles may fall through.
- Owner to obtain building permit if required.
- Any change from the above contract, due to unforeseen problems, that involves extra costs, will be performed only with permission of the owner.

# *New England Roofing & Remodeling*

*20 Crown Point Road, Rochester, NH 03867 Tel:Fax: (603) 330-1970*

| PROPOSAL SUBMITTED TO: | | JOB SITE LOCATION | |
|---|---|---|---|
| NAME: | York Beach Fire Department<br>Po Box 70<br>York Beach, ME 03910 | NAME: | 1 Railroad Ave |
| | 207-363-1014 207-451-0641 | DATE: | 5/17/13 |
| FAX: | 207-363-1049 | EMAIL: | Dbridges@yorkmaine.org |

**Please choose your options, if available, then sign and date the contract.**
**Please mail the contract back to our office with a 50% deposit to be placed on our schedule.**
**All invoices to be paid within five days of being received.**

| | |
|---|---|
| ☐ Main Building Total Cost: | $35,800.oo |
| ☐ Furnace Roof: | $ 1,000.oo |
| ☐ Compressor roof & Storage Roof: | $ 8,200.oo |

➢ Price reflects cost if paying by cash or check.

All material is guaranteed to be as specified. All work to be completed in a workman-like manner according to standard practice. New England Roofing is fully insured with Workman's Comp and Liability Insurance. Proposal is valid for 2 weeks, unless otherwise arranged.

Authorized Signature: *Scott Brochu*

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are hereby accepted. You are authorized to do what work as specified. Payment will be made as outlined above.

**ACCEPTED:** (please check one) ☐ Yes ☐ No

**Shingle Color:**_____ **Signature:** _____

**Metal Color:**_____

**Date:** _____ **Print name & Position:** _____

# MCLAUGHLIN BUILDERS

30 Powersville Road Medway, Maine 04460

June 1, 2013

Town of York

P.O. Box 9

York, Maine 03909

Roofing Project - York Beach Fire Department

PROPOSAL

We propose to install a new roof at the York Beach Fire Department as described in the plans dated May 15, 2013.

All work will be done in a professional manor and on a timely basis. We will keep the job site clean at all times in order to prevent flat tires as requested.

Enclosed you will find the warranty that goes with the GAF shingles that we will use on this project.

All labor and material for this project $59,798.00

**T** 207-746-5406 **F** 207-746-3733 **email** rsmcbuilder@aol.com

# PUBLIC HEARING NOTICE

**June 10, 2013**
**7:00PM**
**York Library**

The Selectmen will hold a Public Hearing on June 10, 2013 regarding New Business License Applications for the following:

- Robert John Greene DBA Atlantic House (Hotel/Motel); Located at 2 Beach Street
- Jennifer Stearns DBA Shore Road Restaurant and Market (Victualers); Located at 10 Shore Road

# Notice of Public Hearing
# Board of Selectmen
# Monday, June 10, 2013
# 7:00 PM
# York Public Library

The York Board of Selectmen will conduct a Public Hearing regarding proposed amendments to the **Traffic Safety Ordinance**, and issues related to potential changes to this Ordinance. Proposed amendments include the following:

1. Prohibit Parking on Bay Street between Franklin Street and Ocean Ave
2. Prohibit Overnight Parking on Beach Ball Field Road
3. Seasonally Prohibit Left Turns of Northbound Traffic Exiting County Road

Printed copies of the text of these proposed amendments (document dated May 21, 2013) are available at Town Clerk's office in Town Hall, and digital copies are available on the Town's Web page (www.yorkmaine.org).

In addition, the Board of Selectmen seeks public input at this hearing on two issues related to the Traffic Safety Ordinance.

1. County Road. How should the Board address directional control and associated issues on County Road in York Beach?
2. Possible Increases in Parking Meter Rates and Parking Fines. Should the Board pursue increases in parking meter rates and fines for 2014?

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** June 3, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Business License Applications (18) | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Business License Applications (18)

**PROPOSED MOTION:** *I move to approve the following licenses:*

1. Jennifer Stearns DBA Shore Road Restaurant & Market (*Victualers*); Located at 10 Shore Road
2. Joseph Barberi DBA York's Wild kingdom (*Victualers*); Located at 23 Railroad Avenue
3. Nancy St. Pierre DBA M &N Concessions (*Victualers*); Located at 23 Railroad Avenue
4. Joseph Golzbien DBA Kingdom Concessions (*Special Amusement*); Located at 23 Railroad Avenue
5. Nicole Hill DBA Molly O's Restaurant (*Victualers);* Located at 2 Main Street
6. Jervis Allen DBA Jamaican Jerk Center *(Victualers/ Dance Hall);* Located at 1400 US Route One
7. Carolyn Garrett DBA The Ice Cream House (*Victualers*); Located at 1300 US Route One
8. Robert Lago DBA Fun-O-Rama (*Coin-Op Amusement*); Located at 7 Beach Street
9. William H. Burnham DBA York Beach Bowling Alley (*Victualers/ Coin-Op Amusement/Bowling Alley*); Located at 3 Beach Street
10. William H. Burnham DBA Surfside (*Victualers/Liquor*); Located at 1 Main Street
11. John Lamarre DBA Roast-N-Crumb (*Victualers*); Located at 519 US Route One
12. Carle L. Brown DBA Ruby's Wood Grill (*Victualers/Liquor/Special*

*Amusement/Coin-op Amusement*); Located at 433 US Route One

13. Paul Gagnon DBA Chapman Cottage (*Bed & Breakfast/ Victualers/Liquor/ Special Amusement*); Located at 370 York Street
14. Robert John Greene DBA Atlantic House (*Hotel/Motel*); Located at 2 Beach Street
15. Margaret Fennelly DBA Sweet Josie's Candy Shop (*Victualers*); Located at 7 Railroad Avenue
16. Peter T. Wagner DBA Camp Eaton Inc. (*Victualers*); Located at 750 York Street
17. Lucia Velasco-Evans DBA Lucia's Kitchen (*Victualers/Liquor*); located at 1151 US Route One
18. Brenda Strum DBA R & R Fine Chocolates *(Victualers*); Located at 4 Market Place Drive

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

**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. 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:** June 6, 2013

**RE: LICENSE INSPECTIONS AND RECOMMENDATIONS**

---

Based on my review, I recommend the following position on the Licenses to be heard on June 10, 2013.

## ENDORSEMENTS

Jennifer Stearns
**DBA: Shore Road Restaurant & Market** **MAP 20/LOT 20**
Victualers

Jennifer Stearns
P. O. Box 637
York Beach, ME 03910

| | |
|---|---|
| **FACILITY** | Restaurant/22 Seats |
| **ZONE** | RES-6 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Joseph Barberi
**DBA: York's Wild Kingdom** **MAP 94/LOT 82**
Coin-Op Amusement

Joseph Barberi
P. O. Box 1139
York Beach, ME 03910

| | |
|---|---|
| **FACILITY** | Arcade |
| **ZONE** | Rt. 1-4 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Nancy St. Pierre
**DBA: M and N Concession Services** **MAP 94/LOT 82**
Victualers

Nancy St. Pierre
P. O. Box 1176
York Beach, ME 03910

| | |
|---|---|
| **FACILITY** | Concession Stands |
| **ZONE** | Rt. 1-4 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Joseph Golzbein
**DBA: Kingdom Concession** **MAP 94/LOT 82**
Special Amusement

Joseph Golzbein
737 U. S. Route 1
York, ME 03909

| | |
|---|---|
| **FACILITY** | Arcade |
| **ZONE** | Rt. 1-4 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Nicole Hill
**DBA: Molly-O's Restaurant** **MAP 23/LOT 7-A**
Victualers

Nicole Hill
P. O. Box 36
York Beach, ME 03910

| | |
|---|---|
| **FACILITY** | Restaurant/48 Seats |
| **ZONE** | YBVC |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Jervis Allen
**DBA: Jamacian Jerk Center** **MAP 97/LOT 20-B**
Victualers/Dance Hall

Jervis Allen
1400 U. S. Route 1
Cape Neddick, ME 03902

| | |
|---|---|
| **FACILITY** | Take Out |
| **ZONE** | Rt. 1-5 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Carolyn Garrett
**DBA: The Ice Cream House** **MAP 15/LOT 17**
Victualers

Carolyn Garrett
20 Old Post Road
York, ME 03909

| | |
|---|---|
| **FACILITY** | Ice Cream Shop/25 Seats |
| **ZONE** | Rt. 1-5 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Robert Lago
**DBA: Fun-O-Rama** **MAP 24/LOT 45**
Coin-Op Amusement

Robert Lago
344 Whitford Street
Manchester, NH 03104

| | |
|---|---|
| **FACILITY** | Arcade |
| **ZONE** | YBVC |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

William H. Burnham
**DBA: York Beach Bowling Alley** **MAP 24/LOT 46**
Victualers/Coin-Op Amusement/
Bowling Alley

William H. Burnham
59 Stark Avenue
Dover, NH 03820

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

William H. Burnham
**DBA: Surfside** **MAP 24/LOT 47-A**
Victualers/Liquor

William H. Burnham
59 Stark Avenue
Dover, NH 03820

| | |
|---|---|
| **FACILITY** | Restaurant w/81 Seats |
| **ZONE** | YBVC |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

John Lamarre
**DBA: Roast-N-Crumb** **MAP 48/LOT 43**
Victualers

John Lamarre
519 U. S. Route 1, #5
York, ME 03909

| | |
|---|---|
| **FACILITY** | Restaurant w/28 Seats |
| **ZONE** | Rt. 1-3 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Carle L. Brown
**DBA: Ruby's Wood Grill** **MAP 54/LOT 10-A-301**
Victualers/Liquor/Special Amusement/
Coin-Op Amusement

Carle L. Brorwn
10 Brixham Road
York, ME 03909

| | |
|---|---|
| **FACILITY** | Restaurant w/150 Seats |
| **ZONE** | Rt. 1-3 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Paul Gagnon
**DBA: Chapman Cottage** **MAP 57/LOT 65**
Bed & Breakfast

Paul Gagnon
P. O. Box 573
York Harbor, ME 03911

| | |
|---|---|
| **FACILITY** | Bed & Breakfast w/7 Rooms |
| **ZONE** | BUS-1 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Robert John Greene
**DBA: Atlantic House** **MAP 24/LOT 44**
Hotel/Motel

Robert John Greene
c/o Atlantic Inn Keeping, LLC
1000 Market Street
Portsmouth, NH 03801

| | |
|---|---|
| **FACILITY** | Hotel/Motel/9 Rooms |
| **ZONE** | YBVC |
| **USE** | Conforming, New |
| **RECOMMENDATION** | Approval |

Margaret Fennelly
**DBA: Sweet Josie's Candy Shoppe** **MAP 24/LOT 44**
Victualers

Margaret Fennelly
P. O. Box 886
York Beach, ME 03910

| | |
|---|---|
| **FACILITY** | Specialty Food Shop |
| **ZONE** | YBVC |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Peter T. Wagner
**DBA: Camp Eaton Inc.** **MAP 40/LOT 61**
Victualers

Peter T. Wagner
P. O. Box 626
York Harbor, ME 03911

| | |
|---|---|
| **FACILITY** | |
| **ZONE** | BUS-2 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Lucia Velasco-Evans
**DBA: Lucia's Kitchen** **MAP 22/LOT 6**
Victualers/Liquor

Lucia Velasco-Evans
P. O. Box 546
Cape Neddick, ME 03902

| | |
|---|---|
| **FACILITY** | Restaurant/49 |
| **ZONE** | BUS-2 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

Brenda Strum
**DBA: R & R Fine Chocolates** **MAP 53/LOT 9**
Victualers

Brenda Strum
48 Nottingham Drive
Well, ME 04090

| | |
|---|---|
| **FACILITY** | Specialty Food Shop |
| **ZONE** | Rt. 1-3 |
| **USE** | Conforming, Existing |
| **RECOMMENDATION** | Approval |

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

**Business Name** Shore Rd Restaurant + Market
**Business Location** 10 Shore Rd. York Beach ME
**Telephone Number** 207-363-6533

**OWNER'S Name and Mailing Address** J+P Foods LLC PO Box 637 York Beach, ME 03910

**APPLICANT'S Name and Mailing Address** Jennifer Stearns PO Box 637 York Beach, ME 03910

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 15 March 13 | [illegible] |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 5/13/13 | Bridges |
| Tax Collector | 5/21/13 | 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:** 0020-0020 RES-6
**License Year:** 2013
**No. Of Seats:** 22
**No. Of Parking Spaces:** 20+

**New License (One Time $30 Fee):** YES (circled) 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 (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.*

5/8/13 Jennifer Stearns
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 Jennifer Stearns 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. CASH RECEIPT DATE 5/8/13 MI PM MM MS
mmA

## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, May 13, 2013 2:18 PM
**To:** Melissa M. Avery
**Subject:** Re: Business License - Shore Road Market

Ya that should be ok to grant them their license.

Sent from my iPhone. Dave

On May 13, 2013, at 12:38 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

> Good Afternoon,
>
> Just wondering if anyone had an opinion on the question of Shore Road Market Inspections?
>
> Thanks!
> Missy
>
> ---
>
> **From:** Melissa M. Avery
> **Sent:** Wednesday, May 08, 2013 3:12 PM
> **To:** Mary-Anne Szeniawski; David K. Bridges; David Apgar; Kathryn A. Newell
> **Cc:** Melissa M. Avery
> **Subject:** Business License - Shore Road Market
>
> Good Afternoon,
>
> I have attached a New Business License Application for Shore Road Market, located at 10 Shore Road (0020-0020). They just renewed their license in March, but they have dissolved the LLC ownership with the father and son and created a new one with the son and his wife, so they are technically new owners; do they need to be re-inspected by Fire and Code?
> Please let me know when you've had a chance to review!
>
> Thank you!
> Missy


____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org



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## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, May 21, 2013 1:31 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Shore Road Market

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, May 21, 2013 10:52 AM
**To:** Mary-Anne Szeniawski
**Subject:** FW: Business License - Shore Road Market

Hi Mary Anne

Is Shore Road Market current on their taxes?

Thanks!
Missy

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 08, 2013 3:12 PM
**To:** Mary-Anne Szeniawski; David K. Bridges; David Apgar; Kathryn A. Newell
**Cc:** Melissa M. Avery
**Subject:** Business License - Shore Road Market

Good Afternoon,

I have attached a New Business License Application for Shore Road Market, located at 10 Shore Road (0020-0020). They just renewed their license in March, but they have dissolved the LLC ownership with the father and son and created a new one with the son and his wife, so they are technically new owners; do they need to be re-inspected by Fire and Code?
Please let me know when you've had a chance to review!

Thank you!
Missy

____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine

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

Business Name York's Wild Kingdom
Business Location 23 Railroad Ave
York Beach, ME 03910
Telephone Number 207 363 4911

OWNER'S Name and Mailing Address Joseph Barberi
PO Box 1139
York Beach, ME 03910

APPLICANT'S Name and Mailing Address
Same

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 13 | [illegible] |
| Building Structural | 13 | [illegible] |
| Electrical | 13 | [illegible] |
| Plumbing | 13 | [illegible] |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 4/10/13 | 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: 94/82 Rt. 1-4
License Year: 2013
No. Of Seats:
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:
___$25.00 Victualers
___$25.00 Liquor
___$25.00 Special Amusement
___$25.00 Bottle Club
___$25.00 Theater
___$25.00 Dance Hall
X 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.*

4/8/13
Date

x [signature]
Applicant's Signature

**Please Read and Initial the Following Statements:**

JEB I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
JEB 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
JEB 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.
JEB 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
JEB 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 x [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. $300.00 RECEIPT NO. 18826 RECEIPT DATE 4-10-13 MI PM MM MS EO

## Erin O'Dea

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, April 10, 2013 1:01 PM
**To:** Erin O'Dea
**Subject:** RE: Business License Renewal - York's Wild Kingdom

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:** Erin O'Dea
**Sent:** Wednesday, April 10, 2013 9:15 AM
**To:** Mary-Anne Szeniawski; David K. Bridges
**Subject:** Business License Renewal - York's Wild Kingdom

Hi,
Attached you will find a business license renewal for York's Wild Kingdom , located at 23 Railroad Ave., Map/Lot 94/82.
When you have a chance can you please review?
Thank you,
Erin

**Erin M. O'Dea**
*Administrative Assistant to the Town Manager*
Town of York, Maine
186 York Street
York, Maine 03909
Phone: (207) 363-1000 x222
Fax: (207) 363-1019
Email: eodea@yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:43 PM
**To:** Melissa M. Avery
**Subject:** RE: York's Wild Kingdom

Yes this is done everything is ok.

---

**From:** Melissa M. Avery
**Sent:** Monday, June 03, 2013 9:07 AM
**To:** David K. Bridges; David Apgar
**Cc:** Melissa M. Avery
**Subject:** York's Wild Kingdom

Hello,

Have you done a fire inspection for York's Wild Kingdom yet? Please let me know when you have a chance.

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
www.yorkmaine.org



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

**Business Name** Kingdom Concession
**Business Location** York's Wild Kingdom
23 Railroad Avenue
**Telephone Number** 207-468-2253

**OWNER'S Name and Mailing Address** 737 US Route 1
York, ME 03909
Joseph Golzbein

**APPLICANT'S Name and Mailing Address** SAME
Joseph Golzbein

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 17 MAY 13 | |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 5/20/2013 | 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:** 0094-0082 Rt.1-4
**License Year:** 2013
**No. Of Seats:** N/A
**No. Of Parking Spaces:** N/A

**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):
_____

___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.*

5/15/2013
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. $75.00 RECEIPT NO. CASH RECEIPT DATE 5/15/13 MI PM MM MS

mma

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Monday, May 20, 2013 1:12 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Kingdom Consessions

OK, then this guy is OK

*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, May 20, 2013 12:51 PM
**To:** Mary-Anne Szeniawski
**Subject:** RE: Business License - Kingdom Consessions

They apply for their Victualers under "M and N Concessions"

---

**From:** Mary-Anne Szeniawski
**Sent:** Monday, May 20, 2013 12:48 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Kingdom Consessions

There is still a small balance due under Nancy St. Pierre. It looks like there are 3 different personal property accounts associated with York's Wild Kingdom. Do you know whether she also gets a vitualer's license?

*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
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---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 15, 2013 1:11 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Kingdom Consessions

Good Afternoon!

I have attached a Business License for Kingdom Concessions, located at York's Wild Kingdom at 23 Railroad Avenue (0094-0082).
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:44 PM
**To:** Melissa M. Avery
**Subject:** RE: Kingdom Consessions

Yes this is done everything is ok

---

**From:** Melissa M. Avery
**Sent:** Monday, June 03, 2013 9:05 AM
**To:** David K. Bridges; David Apgar
**Cc:** Melissa M. Avery
**Subject:** Kingdom Consessions

Hello,

Have you done a fire inspection for Kingdom Consessions yet? Please let me know when you have a chance.

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
www.yorkmaine.org



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

Business Name M and N Concession Services LLC
Business Location 23 Rail Road Ave.
York Beach, ME. 03910
Telephone Number 207 363- 4911

OWNER'S Name and
Mailing Address Nancy St. Pierre
P.O. Box 1176
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 | 17 MAY 13 | [illegible] |
| Building Structural | | |
| Electrical | 13 MAY 13 | [illegible] |
| Plumbing | | |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 6/6/13 | 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: 94/82 Rt. 1-4
License Year: 2013
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_____

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):

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

___ Hotel/Motel with Cooking Facilities ($25 Per Every 10 Rooms): Total_____

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

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

April 1, 13
Date

Nancy St Pierre
Applicant's Signature

**Please Read and Initial the Following Statements:**

NS I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
NS 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
NS 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
NS 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 Nancy St Pierre

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. 4429 RECEIPT DATE 4-1-13 MI PM MM MS

## Devon Bettinson

**From:** Mary-Anne Szeniawski
**Sent:** Thursday, June 06, 2013 2:05 PM
**To:** Devon Bettinson
**Subject:** RE: M&N Concessions

Paid up.

*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:** Devon Bettinson
**Sent:** Thursday, June 06, 2013 11:32 AM
**To:** Mary-Anne Szeniawski
**Cc:** Devon Bettinson
**Subject:** M&N Concessions

Hey Mary-Ann,

Just checking to see if M &N Concessions have paid what they owned on their taxes. Just let me know when you have a chance

Thank you,
Devon

---

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:44 PM
**To:** Melissa M. Avery; David Apgar
**Subject:** RE: M + N Consession

Yes this is done everything ok

---

**From:** Melissa M. Avery
**Sent:** Monday, June 03, 2013 9:05 AM
**To:** David K. Bridges; David Apgar
**Cc:** Melissa M. Avery
**Subject:** M + N Consession

Hello,

Have you done a fire inspection for M & N Consession yet? Please let me know when you have a chance.

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
www.yorkmaine.org



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For licence Renewal. 2013 m and N concession Services LLC.
23 Railroad ave @ yorks wild Kingdom

# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 9413**
**EATING PLACE 0-29 SEATS**

M & N SNACK BAR
YORK WILD KINGDOM
YORK ME 03909

EXPIRES: 09/26/2012

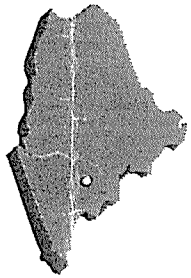
FEE: $150.00

M & N
M & N SNACK BAR
PO BOX 1176
YORK BEACH ME 03910-1176

Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

09116



# STATE OF MAINE
## MAINE REVENUE SERVICES
# RESALE CERTIFICATE

THIS CERTIFICATE IS VALID

JANUARY 01 2010 THRU DECEMBER 31 2014

| Business Name and Location Address | Certificate Number | Business Type |
|---|---|---|
| M & N<br>PO BOX 1176<br>YORK BEACH ME 03910-1176 | 1014526 | PREP FOOD |

This is to certify that the above named business is authorized to purchase tangible personal property for resale during the period identified on this certificate. **This certificate cannot be reassigned or transferred and can only be used by the above business or its authorized employees. This certificate is void if the business has ceased operating or if the certificate has been altered.**

The aboved named business certifies that the following items will be resold as tangible personal property in the ordinary course of their business:

Jerome D. Gerard
Acting State Assessor

Presented to: _____
(Insert name of seller on photocopy) (date)

Presented by: _____
Authorized Signature (purchaser) (date)

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

**Business Name** Molly-O's Restaurant
**Business Location** 2 Main St.
York Bch., Me. 03910
**Telephone Number** (207) 363.1838

**OWNER'S Name and Mailing Address** Nicole Hill
P.O. Box 36
York Bch., Me. 03910

**APPLICANT'S Name and Mailing Address** Nicole Hill
P.O. Box 36
York Bch., Me. 03910

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 17 May 13 | [illegible] |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 5/8/13 | 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:** 0023-0007-A YBVC
**License Year:** 2013
**No. Of Seats:** 48
**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:**
✓ $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.*

4.7.2013 — Date
Nicole Hill — 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 Nicole Hill — 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. $750.00 RECEIPT NO. #1189 RECEIPT DATE 5/7/13 MI PM MM MS
MMA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 08, 2013 2:01 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Molly O'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:** Wednesday, May 08, 2013 1:14 PM
**To:** Melissa M. Avery; David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Subject:** RE: Business License - Molly O's

Here is the application! Sorry!

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 08, 2013 1:12 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Molly O's

Good Afternoon,

I have attached a New Business License Application for Molly O's, located at 2 Main Street (0023-0007-A).
Please let me know when you've had a chance to review!

Thank you!
Missy

____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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---

## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:44 PM
**To:** Melissa M. Avery
**Subject:** RE: Molly O's

Yes this is done everything is ok

---

**From:** Melissa M. Avery
**Sent:** Monday, June 03, 2013 9:04 AM
**To:** David K. Bridges; David Apgar
**Cc:** Melissa M. Avery
**Subject:** Molly O's

Hello,

Have you done a fire inspection for Molly O's yet? Please let me know when you have a chance.

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
www.yorkmaine.org



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# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 5765**
**EATING PLACE 30-75 SEATS**
48 Seats (in)

MOLLY O'S RESTAURANT
2 RAILROAD AVE
YORK ME 03909

EXPIRES: 04/11/2014

FEE: $185.00

ATTN NICOLE HILL
TNNM LLC
MOLLY O'S RESTAURANT
PO BOX 36
YORK BEACH ME 03910

Mary C. Mayhew
COMMISSIONER

01597

NON-TRANSFERABLE

# *License Certificate*

*No. 012- 069*

*Municipality of York, Maine*
*Office of the Municipal Clerk*
*Date: June 4, 2012*

*To all whom these presents may concern:*

*Know Ye, that Nicole Hill dba Mollyo's Restaurant located at 2 Main Street , York Beach, Maine 03910 receipt of which is hereby acknowledged, having complied with all the requirements of Law, has been duly licensed within the Municipality of York, Maine for the following licenses: Victualers,.*

*This License is subject to the strict observance of all Laws and Regulations in such case made and provided, and is to continue until the 30th day of June 2013, *unless sooner revoked.*

*License is non-transferrable*

*Seating Capacity: 48*

Mary-Anne [illegible]
*Municipal Clerk*

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

Business Name Jamaican Jerk Center
Business Location 1400 US Route 1

Telephone Number 207 2894357

OWNER'S Name and Mailing Address Jervis Allen
1400 US Route 1
Cape Meddick Me 03902

APPLICANT'S Name and Mailing Address

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 17 Mar 13 | [illegible] |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | | |
| Tax Collector | 5/14/2013 | 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: 0097-0020
License Year: 2013
No. Of Seats: 0
No. Of Parking Spaces: 15

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):

___ 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.*

4-9-20-13 Date

Jervis Allen 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 Jervis Allen

Business Manager Signature (If Applicable) Jervis Allen

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. #129 RECEIPT DATE 5/14/13 MI PM MM MS

MMA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, May 14, 2013 3:17 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Jamican Jerk Center

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, May 14, 2013 3:07 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Jamican Jerk Center

Good Afternoon,

I have attached a Business License Application for Jamaican Jerk Center, located at 1400 US Route One (0097-0020). Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Sunday, May 19, 2013 8:39 PM
**To:** Melissa M. Avery
**Cc:** David K. Bridges
**Subject:** RE: Business License - Jamican Jerk Center

We did the inspection and have sent them a violation in reference to their fire extinguisher. It needs to be inspected for the 2013 season. The letter is in the mail since we just got the request last Wed. I'm sure the extinguisher hasn't been inspected yet but you could hold their license until they give us the paperwork stating it has been done. They have requested a dance License on the Town License application but I do not see where the State Fire marshal's office has granted them one yet. They have a list on their website with all the active licenses but I don't see them on it. They would need to have this become active before they could have dancing on their property. Dave

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 14, 2013 3:07 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Jamican Jerk Center

Good Afternoon,

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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
www.yorkmaine.org



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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:46 PM
**To:** Melissa M. Avery
**Cc:** David K. Bridges
**Subject:** RE: Business License - Jamican Jerk Center

I have not received anything back yet from this business. I sent you my concerns on this 2 weeks ago and have heard nothing back.

---

**From:** Melissa M. Avery
**Sent:** Monday, June 03, 2013 9:03 AM
**To:** David K. Bridges
**Subject:** RE: Business License - Jamican Jerk Center

Hello,

Is this issue all set?

Thank you,
Missy

---

**From:** David K. Bridges
**Sent:** Sunday, May 19, 2013 8:39 PM
**To:** Melissa M. Avery
**Cc:** David K. Bridges
**Subject:** RE: Business License - Jamican Jerk Center

We did the inspection and have sent them a violation in reference to their fire extinguisher. It needs to be inspected for the 2013 season. The letter is in the mail since we just got the request last Wed. I'm sure the extinguisher hasn't been inspected yet but you could hold their license until they give us the paperwork stating it has been done. They have requested a dance License on the Town License application but I do not see where the State Fire marshal's office has granted them one yet. They have a list on their website with all the active licenses but I don't see them on it. They would need to have this become active before they could have dancing on their property. Dave

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 14, 2013 3:07 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Jamican Jerk Center

Good Afternoon,

I have attached a Business License Application for Jamaican Jerk Center, located at 1400 US Route One (0097-0020). Please let me know when you've had a chance to review!

Thank you!
Missy

## Devon Bettinson

**From:** Gott, Carol [Carol.Gott@maine.gov]
**Sent:** Thursday, June 06, 2013 11:56 AM
**To:** Devon Bettinson
**Subject:** RE: Business Licenses

All in one is great see reply below in Red

*Carol A Gott*
Office Associate II
Health Inspection Program
Key Bank Plaza 3rd Floor
11 SHS
Augusta, Maine 04333-0011
Tel: 207-287-5675
Fax: 207-287-3165
carol.gott@maine.gov
http://www.maine.gov/dhhs/eng/el/index.htm
Health Inspection Program Online License Renewal Service:
www.maine.gov/online/hiplicensing

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---

**From:** Devon Bettinson [mailto:dbettinson@yorkmaine.org]
**Sent:** Thursday, June 06, 2013 11:41 AM
**To:** Gott, Carol
**Cc:** Devon Bettinson
**Subject:** Business Licenses

Hello,

I just need to see if the businesses

- The Ice Cream House, 1300 US Route One licensed for eating place 0-29 seats NO Temp License
- Ruby's Wood Grill, 433 US Route One licensed for eating place 30-75 seats NO Temp License
- Jamaican Jerk Center, 1400 US Route One licensed for eating place 0-29 seats NO Temp License
- Roast N' Crumb, 519 Us Route One licensed for eating place 0-29 seats NO Temp License
- Chapman Cottage, 370 York Street licensed for eating place eating & lodging NO Temp License
- R & R Fine Chocolates, 4 Market Place Drive not license by us could be the Dept of AG

has a state license?

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

**Business Name** MAINE ICE CREAM LLC
**Business Location** DBA: THE ICE CREAM HOUSE
1300 ROUTE ONE, CAPE NEDDICK, ME
**Telephone Number** 207-361-3149

**OWNER'S Name and Mailing Address** CAROLYN GARRETT
20 OLD POST RD
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 | 20 MAY 13 | [illegible] |
| Building Structural | | [illegible] |
| Electrical | | [illegible] |
| Plumbing | | [illegible] |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 5/14/2013 | 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:** 0015-0017 Rt 1-5
**License Year:** 2013
**No. Of Seats:** 4
**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:**
✓ $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.*

5/13/13 — Date
C Garrett — 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 C Garrett — Business Manager Signature (If Applicable)_____

Date — Town Manager for the Board of Selectmen

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

AMT. RECD. $75.00 RECEIPT NO. #1572 RECEIPT DATE 5/13/13 MI PM MM MS
mma

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, May 14, 2013 4:00 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - The Ice Cream House

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, May 14, 2013 3:07 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - The Ice Cream House

Good Afternoon,

I have attached a Business License Application for The Ice Cream House, located at 1300 US Route One (0015-0017). Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:46 PM
**To:** Melissa M. Avery
**Subject:** RE: Ice Cream House

Yes this is done and everything is ok

---

**From:** Melissa M. Avery
**Sent:** Monday, June 03, 2013 9:02 AM
**To:** David K. Bridges; David Apgar
**Cc:** Melissa M. Avery
**Subject:** Ice Cream House

Hello,

Have you done a fire inspection for the Ice Cream House yet? Please let me know when you have a chance.

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
www.yorkmaine.org



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## Devon Bettinson

**From:** Gott, Carol [Carol.Gott@maine.gov]
**Sent:** Thursday, June 06, 2013 11:56 AM
**To:** Devon Bettinson
**Subject:** RE: Business Licenses

All in one is great see reply below in Red

*Carol A Gott*
Office Associate II
Health Inspection Program
Key Bank Plaza 3rd Floor
11 SHS
Augusta, Maine 04333-0011
Tel: 207-287-5675
Fax: 207-287-3165
carol.gott@maine.gov
http://www.maine.gov/dhhs/eng/el/index.htm
Health Inspection Program Online License Renewal Service:
www.maine.gov/online/hiplicensing

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---

**From:** Devon Bettinson [mailto:dbettinson@yorkmaine.org]
**Sent:** Thursday, June 06, 2013 11:41 AM
**To:** Gott, Carol
**Cc:** Devon Bettinson
**Subject:** Business Licenses

Hello,

I just need to see if the businesses

- The Ice Cream House, 1300 US Route One licensed for eating place 0-29 seats NO Temp License
- Ruby's Wood Grill, 433 US Route One licensed for eating place 30-75 seats NO Temp License
- Jamaican Jerk Center, 1400 US Route One licensed for eating place 0-29 seats NO Temp License
- Roast N' Crumb, 519 Us Route One licensed for eating place 0-29 seats NO Temp License
- Chapman Cottage, 370 York Street licensed for eating place eating & lodging NO Temp License
- R & R Fine Chocolates, 4 Market Place Drive not license by us could be the Dept of AG

has a state license?

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

DBA

Business Name RISING TIDE LLC FUN-O-RAMA
Business Location 7 Beach St
Telephone Number 603-235-5059

OWNER'S Name and Mailing Address Robert LAGO
344 Whitford St
Manchester NH 03104

APPLICANT'S Name and Mailing Address Robert LAGO
344 Whitford St
Manchester NH 03104

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 5-1-13 | [illegible] |
| Building Structural | | [illegible] |
| Electrical | 2-May-13 | [illegible] |
| Plumbing | | |
| Fire | | |
| Tax Collector | 4/30/2013 | 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: ~~140-145~~ 24-45
License Year: 2013 YBVC
No. Of Seats:
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:
___$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.*

April 30-2013
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. _____ RECEIPT NO. _____ RECEIPT DATE _____ MI PM MM MS

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, April 30, 2013 3:19 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Fun O Rama

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 30, 2013 11:42 AM
**To:** Mary-Anne Szeniawski; David K. Bridges; David Apgar
**Cc:** Melissa M. Avery
**Subject:** Business License - Fun O Rama

Good Morning,

I have attached a Business License Renewal for Fun O Rama, located at 7 Beach Street (0024-0045).
Please let me know when you've had a chance to review!

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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

**Business Name** York Beach Bowling Alley
**Business Location** 3 Beach St
York Beach ME 03910
**Telephone Number** 207-363-4622 / 3982

**OWNER'S Name and Mailing Address** William H Burnham
59 Stark Ave
Dover NH 03820

**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 | 23 May 13 | [illegible] |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 5/20/2013 | 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:** 24-46 YBVC
**License Year:** 2013 - 2014
**No. Of Seats:** _____
**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
___$25.00 Special Amusement
___$25.00 Bottle Club
___$25.00 Theater
___$25.00 Dance Hall
X Coin-OP Amusement ($75 each or $250 for 3 or more)
X 25.00 Bowling Alley
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.*

4/29/13 — Date
William H Burnham — Applicant's Signature

**Please Read and Initial the Following Statements:**

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

Business Owner Signature William H Burnham  Business Manager Signature (If Applicable)_____

Date / /  Town Manager for the Board of Selectmen

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

AMT. RECD. $350.00 RECEIPT NO. #18101 RECEIPT DATE 5/17/13 MI PM MM MS
mmA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Monday, May 20, 2013 1:16 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - York Beach Bowling Alley

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, May 20, 2013 12:56 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - York Beach Bowling Alley

Good Afternoon!

I have attached a Business License for York Beach Bowling Alley, located at 3 Beach Street (0024-0046).
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:14 AM
**To:** Melissa M. Avery
**Subject:** Re: York Beach Bowling Alley

Yes all done and all set

Sent from my iPhone. Dave

On Jun 3, 2013, at 9:00 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

> Hello,
>
> Have you done a fire inspection for York Beach Bowling Alley yet? Please let me know when you have a chance.
>
> 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
www.yorkmaine.org



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# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 5437**
**EATING PLACE 0-29 SEATS**

YORK BEACH BOWLING ALLEY
3 BEACH ST
YORK ME 03909

EXPIRES: 06/27/2013

FEE: $150.00

BURNHAM, WILLIAM & JOAN
YORK BEACH BOWLING ALLEY
PO BOX 1089
YORK BEACH ME 03910-1089

Mary C. Mayhew
COMMISSIONER

10714

NON-TRANSFERABLE

# License Certificate

No. 012-070

Municipality of York, Maine
Office of the Municipal Clerk
Date: June 4, 2012

To all whom these presents may concern:

Know Ye, that William Burnham dba York Beach Bowling Alley located at 2 Beach Street, York Beach, Maine 03910 receipt of which is hereby acknowledged, having complied with all the requirements of Law, has been duly licensed within the Municipality of York, Maine for the following licenses: Victualers, Bowling Alley & Coin-Op Amusement.

This License is subject to the strict observance of all Laws and Regulations in such case made and provided, and is to continue until the 30th day of June 2013, *unless sooner revoked.

License is non-transferrable

Seating Capacity: N/A

Municipal Clerk

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

**Business Name** Surfside
**Business Location** 1 Main St / Short Sands
York Beach ME 03910
**Telephone Number** 207-363-3882

**OWNER'S Name and Mailing Address** William H Burnham
59 Park Ave
Dover NH 03820

**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 | 22 MAY 13 | [illegible] |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 6/3/13 | 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:** 24 - 47A YBVC
**License Year:** 2013 - 14
**No. Of Seats:** 81
**No. Of Parking Spaces:** 6

**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
X $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.*

4/29/13 — Date
William H Burnham — Applicant's Signature

**Please Read and Initial the Following Statements:**

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

Business Owner Signature William H Burnham — Business Manager Signature (If Applicable)_____

Date — Town Manager for the Board of Selectmen

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

AMT. RECD. $100.00 RECEIPT NO. #18160 RECEIPT DATE 5/17/13 MI PM MM MS

MMA

## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:14 AM
**To:** Melissa M. Avery
**Subject:** Re: Surfside

Yes all done and all set

Sent from my iPhone. Dave

On Jun 3, 2013, at 8:58 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

> Hello,
>
> Have you done a fire inspection for Surfside yet? Please let me know when you have a chance.
>
> 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
www.yorkmaine.org



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## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Monday, June 03, 2013 9:16 AM
**To:** Melissa M. Avery
**Subject:** RE: Surfside

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, June 03, 2013 9:00 AM
**To:** Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Surfside

Hello,

Is surfside current with their taxes?

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
www.yorkmaine.org

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# License Certificate

No. [illegible]

Municipality of York, Maine
Office of the Municipal Clerk
Date: June 4, 2012

To all whom these presents may concern:

Know Ye, that William Burnham dba Surfside located at 1 Main Street, York Beach, Ma[illegible] 03910 receipt of which is hereby acknowledged, having complied with all the requirements of Law, has been duly licensed within the Municipality of York, Maine for the following licenses: Victualers & Liquor.

This License is subject to the strict observance of all Laws and Regulations in such case made and provided, and is to continue until the 30th day of June 2013, *unless sooner revoked.

License is non-transferrable

Seating Capacity: 81

Mary Anne Bryant
Municipal Clerk

# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 4935**
**EATING PLACE >75 SEATS**
80 Seats (in)

SURFSIDE
1 MAIN ST
YORK ME 03909

EXPIRES: 06/27/2013

FEE: $215.00

BURNHAM, WILLIAM & JOAN
SURFSIDE
PO BOX 1089
YORK BEACH ME 03910-1089

Mary C. Mayhew
COMMISSIONER

10719

**Department of Public Safety**
**Division**

**Liquor Licensing & Inspection**

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

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

**PRESENT LICENSE EXPIRES** _____

**INDICATE TYPE OF PRIVILEGE:** ☒ MALT ☒ SPIRITUOUS ☒ VINOUS

**INDICATE TYPE OF LICENSE:**

☒ RESTAURANT (Class I,II,III,IV)
☐ HOTEL-OPTIONAL 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.) William H Burnham **DOB:** 4/1/42 | **2. Business Name (D/B/A)** Seaside |
| **DOB:** | |
| **DOB:** | **Location (Street Address)** Main / Short Sands |
| **Address** 59 Stone Ave | **City/Town** York Beach **State** ME **Zip Code** 03910 |
| | **Mailing Address** PO Box 1089 |
| **City/Town** Dover **State** NH **Zip Code** 03820 | **City/Town** York Beach **State** ME **Zip Code** 03910 |
| **Telephone Number** 603-742-7935 **Fax Number** | **Business Telephone Number** 207-363-3882 **Fax Number** |
| **Federal I.D. #** 01-0287016 | **Seller Certificate #** 15 1810 |

3. If premises are a hotel, indicate number of rooms available for transient guests: _____
4. State amount of gross income from period of last license: ROOMS $ _____ FOOD $ 200,000+ LIQUOR $ 1340
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: _____
8. If business is NEW or under new ownership, indicate starting date: _____
   Requested inspection date: _____ Business hours: _____
9. Business records are located at: York Beach
10. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐

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

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

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

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

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) Surcnde

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

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

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

If YES, give details: _____

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

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

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

**Please sign in blue ink**

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

_____
Signature of Applicant or Corporate Officer(s)

_____ _____

## 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 receUpon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

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

**Business Name** ROAST-M-CRUMB
**Business Location** 519 US RT 1
YORK, MAINE 03909
**Telephone Number** 207-363-1595

**OWNER'S Name and Mailing Address** MIKE ESTES C/O ESTES OIL & PROPANE
HIGHWAY PLAZA
US RT 1 YORK, ME 03909

**APPLICANT'S Name and Mailing Address** JOHN LAMARNE C/O ROAST-M-CRUMB
519 US RT 1 #5
YORK, MAINE 03909

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 23 MAY 13 | |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 5/8/2013 | Apgar |
| Tax Collector | 5/8/2013 | 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:** 48/43 Rt. 1-3
**License Year:** 2013-2014
**No. Of Seats:** 28
**No. Of Parking Spaces:** 93

**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
___$25.00 Special Amusement
___$25.00 Bottle Club
___$25.00 Theater
___$25.00 Dance Hall
___Coin-OP Amusement ($75 each or $250 for 3 or more)

Nature of Entertainment (If Applicable): N/A

___Bed and Breakfast ($10 Per Room): Total N/A

___Hotel/Motel with Cooking Facilities ($25 Per Every 10 Rooms): Total N/A

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

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

5/6/2013 — Date
John Lamarne — Applicant's Signature

**Please Read and Initial the Following Statements:**

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

Business Owner Signature John Lamarne — 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. #3619 RECEIPT DATE 5/8/13 MI PM MM MS
mmA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 08, 2013 2:15 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Roast-N-Crumb

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:** Wednesday, May 08, 2013 1:14 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Roast-N-Crumb

Good Afternoon,

I have attached a New Business License Application for Roast-N-Crumb, located at 519 US Route One (0048-0043). Please let me know when you've had a chance to review!

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David Apgar
**Sent:** Wednesday, May 08, 2013 4:26 PM
**To:** Melissa M. Avery
**Subject:** Inspection Completed - Roast & Crumb

Hi Missy,

I have completed a fire inspection at the Roast & Crumb  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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## Devon Bettinson

**From:** Gott, Carol [Carol.Gott@maine.gov]
**Sent:** Thursday, June 06, 2013 11:56 AM
**To:** Devon Bettinson
**Subject:** RE: Business Licenses

All in one is great see reply below in Red

*Carol A Gott*
Office Associate II
Health Inspection Program
Key Bank Plaza 3rd Floor
11 SHS
Augusta, Maine 04333-0011
Tel: 207-287-5675
Fax: 207-287-3165
carol.gott@maine.gov
http://www.maine.gov/dhhs/eng/el/index.htm
Health Inspection Program Online License Renewal Service:
www.maine.gov/online/hiplicensing

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---

**From:** Devon Bettinson [mailto:dbettinson@yorkmaine.org]
**Sent:** Thursday, June 06, 2013 11:41 AM
**To:** Gott, Carol
**Cc:** Devon Bettinson
**Subject:** Business Licenses

Hello,

I just need to see if the businesses

- The Ice Cream House, 1300 US Route One licensed for eating place 0-29 seats NO Temp License
- Ruby's Wood Grill, 433 US Route One licensed for eating place 30-75 seats NO Temp License
- Jamaican Jerk Center, 1400 US Route One licensed for eating place 0-29 seats NO Temp License
- Roast N' Crumb, 519 Us Route One licensed for eating place 0-29 seats NO Temp License
- Chapman Cottage, 370 York Street licensed for eating place eating & lodging NO Temp License
- R & R Fine Chocolates, 4 Market Place Drive not license by us could be the Dept of AG

has a state license?

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

**Business Name** S.C. Venture, Inc. d/b/a Ruby's Wood Grill
**Business Location** 433 U.S. Rt 1 York, ME 03909

**Telephone Number** 207 363-7980

**OWNER'S Name and Mailing Address** Carle L. Brown
10 Brixham Rd
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 | 24 MAY 13 | |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 5/29/13 | Apgar |
| Tax Collector | 5/21/13 | 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:** 54-10-A-301 Rt. 1-3
**License Year:** 2013/14
**No. Of Seats:** 150
**No. Of Parking Spaces:** 180

**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 X 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
X Coin-OP Amusement ($75 each or $250 for 3 or more)

Nature of Entertainment (If Applicable):
_____

___Bed and Breakfast ($10 Per Room): Total_____

___Hotel/Motel with Cooking Facilities ($25 Per Every 10 Rooms): Total_____

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

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

5/21/13 — Date
CR — Applicant's Signature

**Please Read and Initial the Following Statements:**

CR I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
CR 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
CR 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.
CR 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
CR 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 CR
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. $375.00 RECEIPT NO. #33129 RECEIPT DATE 5/21/13 MI PM MM MS
MMA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, May 21, 2013 1:20 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Ruby'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:** Tuesday, May 21, 2013 10:45 AM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Ruby's

Good Morning!

I have attached a Business License for Ruby's Wood Grill, located at 433 US Route One (0054-0010-A).
Please let me know when you've had a chance to review!

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David Apgar
**Sent:** Wednesday, May 29, 2013 7:29 PM
**To:** Melissa M. Avery
**Subject:** Inspection Completed - Ruby's Wood Fire Grill

**Follow Up Flag:** Flag for follow up
**Flag Status:** Flagged

Hi Missy,

I have completed a fire inspection at the Ruby's. 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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**Department of Public Safety**
**Division**

**Liquor Licensing & Inspection**

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

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

**PRESENT LICENSE EXPIRES** 7/28/13

**INDICATE TYPE OF PRIVILEGE:** ☑ MALT ☑ SPIRITUOUS ☑ VINOUS

**INDICATE TYPE OF LICENSE:**

☑ RESTAURANT (Class I,II,III,IV)
☐ HOTEL-OPTIONAL 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.) S.C. Venture, Inc. DOB: | **2. Business Name (D/B/A)** Ruby's Wood Grill |
| Carle L. Brown DOB: 3/5/66 | |
| Scott M. Coughlin DOB: 6/8/66 | **Location (Street Address)** 433 US Rte 1 |
| **Address** 10 Brixham Rd. | **City/Town** York **State** ME **Zip Code** 03909 |
| | **Mailing Address** 10 Brixham Rd |
| **City/Town** York **State** ME **Zip Code** 03909 | **City/Town** York **State** ME **Zip Code** 03909 |
| **Telephone Number** 207 363-7980 **Fax Number** 207 363-1292 | **Business Telephone Number** 207 363-7980 **Fax Number** 207 363-1292 |
| **Federal I.D. #** 01-0517754 | **Seller Certificate #** 1038234 |

3. If premises are a hotel, indicate number of rooms available for transient guests: _____
4. State amount of gross income from period of last license: ROOMS $ _____ FOOD $ 1.4mm LIQUOR $ 650,000
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: Aaron Hill
8. If business is NEW or under new ownership, indicate starting date: _____
   Requested inspection date: _____ Business hours: _____
9. Business records are located at: 10 Brixham Rd 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 |
|---|---|---|
| Carle L. Brown | 3/5/66 | Norway, ME |
| Scott M. Coughlin | 6/8/66 | Rockland, MA |
| Aaron Hill | 10/9/70 | Waterville, ME |

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

Brown - York, ME ; Coughlin - Dover, NH; Hill - York, ME

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) Dining room and indoor pub ; enclosed porch and patio

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

19. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2 mi 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: Commercial loan; Kennebunk Savings Bank

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

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

Dated at: York, ME (Town/City, State) on 5/15 (Date), 20 13

**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 receUpon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

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:** S. C. Venture, Inc.

   **Business D/B/A Name:** Ruby's Wood Grill

2. **Date of Incorporation:** 6/1/1998

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 |
|---|---|---|---|---|
| Carle L. Brown | York, ME | 3/5/66 | 50% | President |
| Scott M. Coughlin | Dover, NH | 6/8/66 | 50% | Secretary |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

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

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: _____

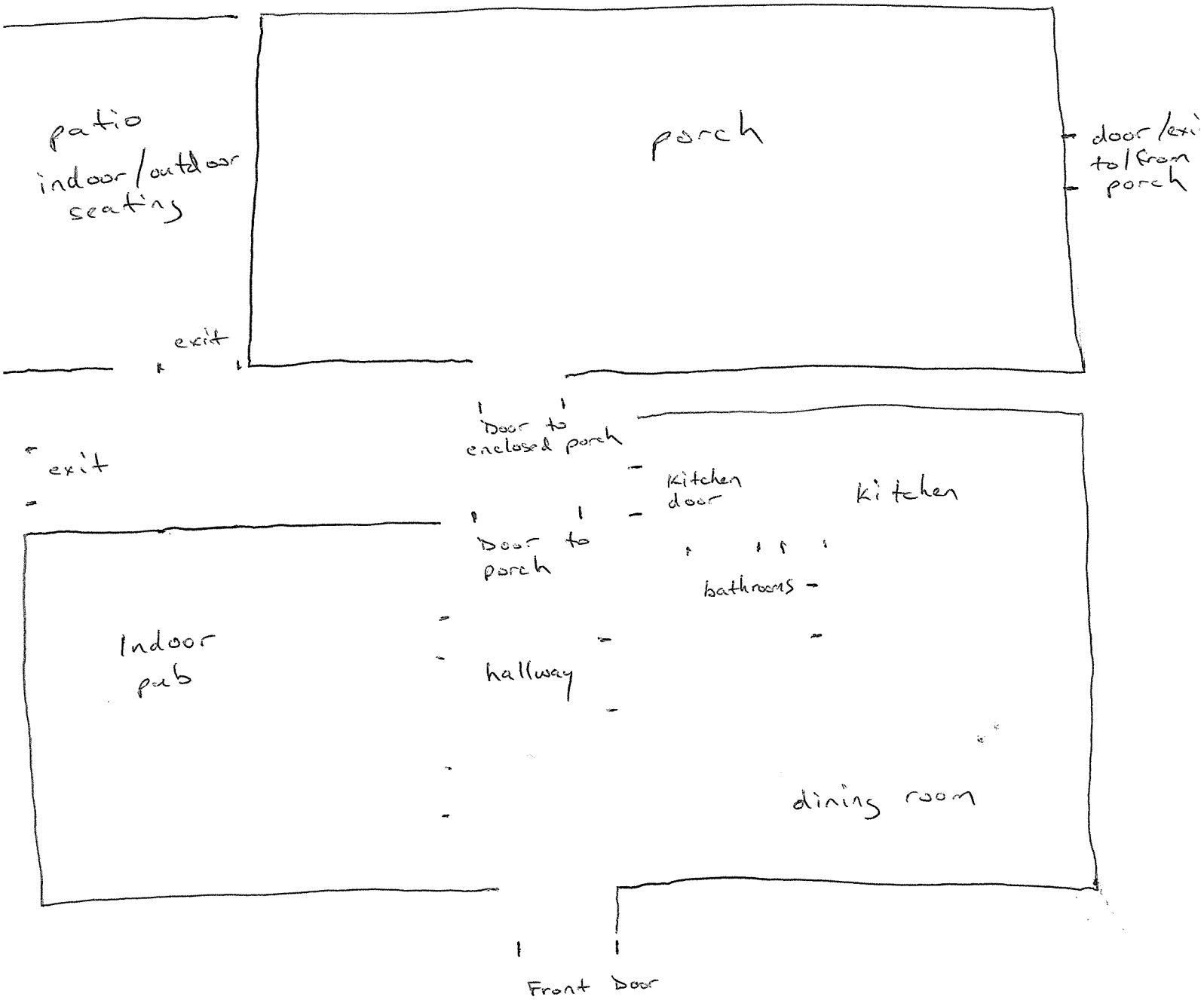
Location: _____ Disposition: _____

**Dated at:** York, ME **On:** 5/15/13
**City/Town** **Date**

_____ **Date:** 5/15/13
**Signature of Duly Authorized Officer**

Carle L. Brown
**Print Name of Duly Authorized Officer**

**PREMISE DIAGRAM**



# NOTICE

To avoid any delay in the processing of your application and issuance of your liquor license, please make sure that:

1. You have completed the application in full.
2. Application is signed by the owner (s), Corporate Officer or Club Officer.
3. The municipal officers have signed the application.
4. The license fee is correct and you have included the $10.00 filing fee.
5. A diagram of the premises to be licensed accompanies the application.
6. If business is located in an unorganized township. The application must be approved by the County Commissioners and the $10.00 filing fee paid to them.

## SPECIAL NOTE

Limited Liability Companies, Limited Partnerships and Corporations must complete and submit the Supplementary Corporate Questionnaire.

**Stock ownership in non-publicly traded companies must add up to 100%**

Private Clubs and Fraternal Organizations must complete and submit the Supplementary Questionnaire for club applicants.

## Devon Bettinson

**From:** Gott, Carol [Carol.Gott@maine.gov]
**Sent:** Thursday, June 06, 2013 11:56 AM
**To:** Devon Bettinson
**Subject:** RE: Business Licenses

All in one is great see reply below in Red

*Carol A Gott*
Office Associate II
Health Inspection Program
Key Bank Plaza 3rd Floor
11 SHS
Augusta, Maine 04333-0011
Tel: 207-287-5675
Fax: 207-287-3165
carol.gott@maine.gov
http://www.maine.gov/dhhs/eng/el/index.htm
Health Inspection Program Online License Renewal Service:
www.maine.gov/online/hiplicensing

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**From:** Devon Bettinson [mailto:dbettinson@yorkmaine.org]
**Sent:** Thursday, June 06, 2013 11:41 AM
**To:** Gott, Carol
**Cc:** Devon Bettinson
**Subject:** Business Licenses

Hello,

I just need to see if the businesses

- The Ice Cream House, 1300 US Route One licensed for eating place 0-29 seats NO Temp License
- Ruby's Wood Grill, 433 US Route One licensed for eating place 30-75 seats NO Temp License
- Jamaican Jerk Center, 1400 US Route One licensed for eating place 0-29 seats NO Temp License
- Roast N' Crumb, 519 Us Route One licensed for eating place 0-29 seats NO Temp License
- Chapman Cottage, 370 York Street licensed for eating place eating & lodging NO Temp License
- R & R Fine Chocolates, 4 Market Place Drive not license by us could be the Dept of AG

has a state license?

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

**Business Name** Chapman Cottage
**Business Location** 370 York ST. York ME
**Telephone Number** 207-363-5119 xt 148

**OWNER'S Name and Mailing Address** PAUL A. GAGNON TRUSTEE
Chapman Family Realty Trust
PO 573 York Harbor ME 03911

**APPLICANT'S Name and Mailing Address** PAUL A. GAGNON, TRUSTEE
Chapman Family Realty Trust
PO 573 York Harbor ME 03911

**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 | 6/3/2013 | Apgar |
| Tax Collector | 5/22/2013 | 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:** 57/65 BUS-1
**License Year:** 2013-14
**No. Of Seats:** 30
**No. Of Parking Spaces:** 15

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

**License Renewal:** (YES) NO

**Bed and Breakfast License:** # of Rooms 7

**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
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): Background music (Live)

X Bed and Breakfast ($10 Per Room): Total $70

___ 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.*

5/22/2013 [signature]
Date Applicant's Signature

**Please Read and Initial the Following Statements:**

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

Business Owner Signature [signature] Business Manager Signature (If Applicable) [signature]

Date Town Manager for the Board of Selectmen

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

AMT. RECD. $195.00 RECEIPT NO. #3108 RECEIPT DATE 5/23/13 MI PM MM MS
MMA

## Melissa M. Avery

**From:** David Apgar
**Sent:** Monday, June 03, 2013 8:08 PM
**To:** Melissa M. Avery
**Subject:** Inspection Completed - Chapman Cottage

Hi Missy,

I have completed a fire inspection at Chapman Cottage. 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:** Wednesday, May 22, 2013 2:23 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Chapman Cottage

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:** Wednesday, May 22, 2013 2:11 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Chapman Cottage

Good Afternoon!

I have attached a Business License for Chapman Cottage, located at 370 York Street (0057-0065).
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

Please consider the environment before printing this email.

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**Department of Public Safety**
**Division**

**Liquor Licensing & Inspection**

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

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

**PRESENT LICENSE EXPIRES** 8/20/2013

**INDICATE TYPE OF PRIVILEGE:** ✓ MALT ✓ SPIRITUOUS ✓ VINOUS

**INDICATE TYPE OF LICENSE:**

- ☐ RESTAURANT (Class I,II,III,IV)
- ☐ HOTEL-OPTIONAL 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)
- X OTHER: CLASS V Bed & Breakfast

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

| | |
|---|---|
| **1. APPLICANT(S)** –(Sole Proprietor, Corporation, Limited Liability Co., etc.) Paul Gagnon **DOB:** 12/12/66 | **2. Business Name (D/B/A)** Chapman Cottage |
| 370 York Street **DOB:** | 370 York Street |
| 370 York Street **DOB:** | **Location (Street Address)** York ME 03909 |
| **Address** | **City/Town** **State** **Zip Code** |
| | **Mailing Address** P.O. BOX 573 |
| **City/Town** **State** **Zip Code** | **City/Town** York Harbor **State** ME **Zip Code** 03911 |
| **Telephone Number** **Fax Number** | **Business Telephone Number** (207) 363-5719 **Fax Number** (207) 351-1865 |
| **Federal I.D. #** 20-8911581 | **Seller Certificate #** 1158265 |

3. If premises are a hotel, indicate number of rooms available for transient guests: N/A
4. State amount of gross income from period of last license: ROOMS $ 87,000.00 FOOD $ 0 LIQUOR $ 0
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 ☐ music only
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: N/A Business hours: N/A
9. Business records are located at: 370 York St., York, ME
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 |
|---|---|---|
| PAUL A. GAGNON | 12/12/66 | WAREHAM, MA |
| | | |
| | | |

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

OSSINGUE, ME

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) 1ST Floor Bar, Bar Room Dining Rooms, Deck.

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

19. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 1/2 mi 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: SANFORD INSTITUTE FOR 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: York, ME (Town/City, State) on 5/23 (Date), 2013

**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 receUpon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

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:** Chapman Cottage Bed & Breakfast LLC
   **Business D/B/A Name:** Chapman Cottage
2. **Date of Incorporation:** 2012
3. **State in which you are incorporated:** ME
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 Dominguez Jr. | 21 Fish Rock Rd York, ME | 2/9/44 | 50 | Sole member |
| Barry Dominguez | 21 Chauncey Creek Rd Kittery ME | 12/15/56 | 50 | Sole member |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

6. **What is the amount of authorized stock?** 200 **Outstanding Stock?** 0
7. **Is any principal officer of the corporation a law enforcement official?** ( ) YES (✓) NO
8. **Has applicant(s) or manager ever been convicted of any violation of the law, other than a minor traffic violation(s), of the United States?** ( ) YES (✓) NO.
9. **If yes, please complete the following: Name:** _____

Date of Conviction: _____ Offense: _____

Location: _____ Disposition: _____

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

Barry Dominguez **Date:** 5/23/13
**Signature of Duly Authorized Officer**

BARRY DOMINGUEZ
**Print Name of Duly Authorized Officer**

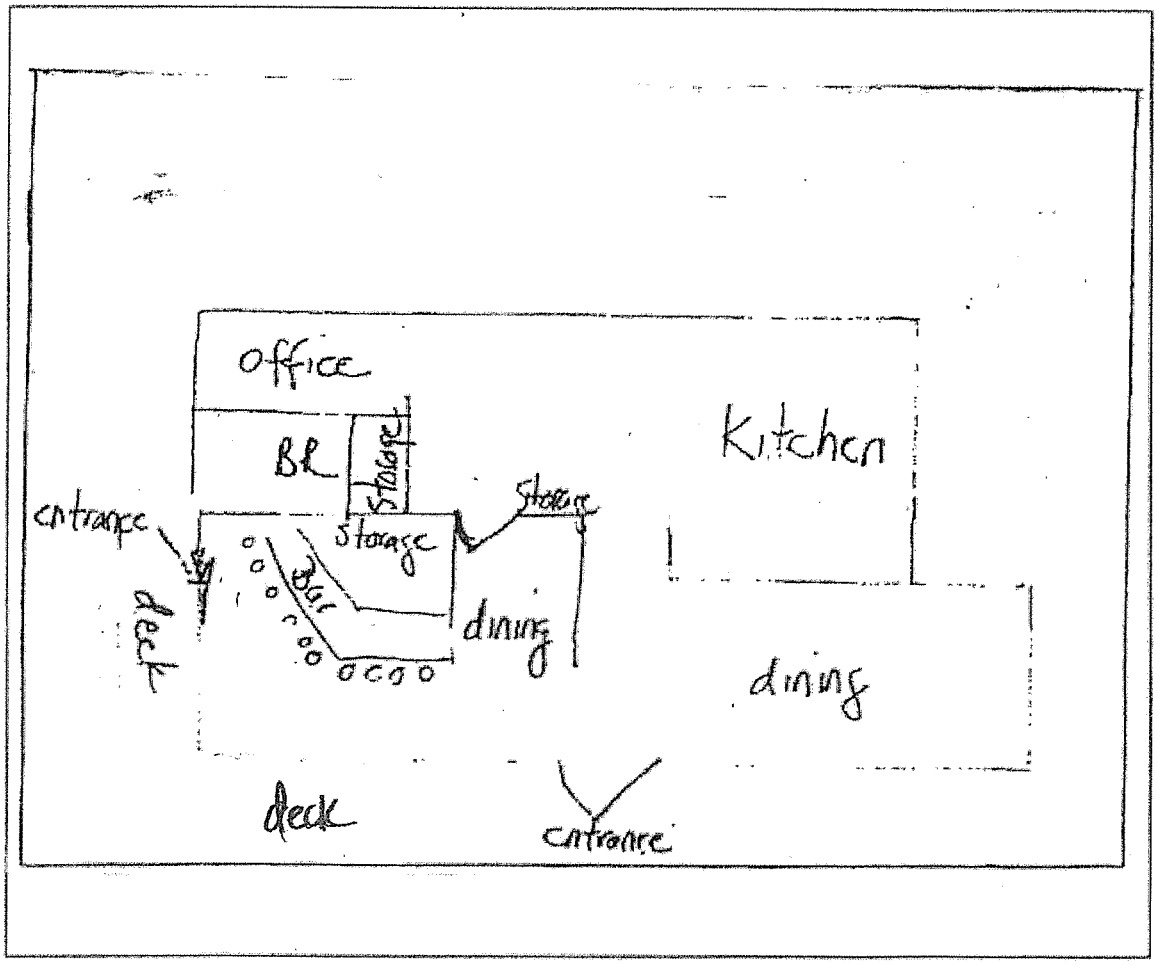
**MAINE DEPT OF PUBLIC SAFETY**

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

# SUPPLEMENTAL APPLICATION FORM
# ON-PREMISE DIAGRAM

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

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



## Devon Bettinson

**From:** Gott, Carol [Carol.Gott@maine.gov]
**Sent:** Thursday, June 06, 2013 11:56 AM
**To:** Devon Bettinson
**Subject:** RE: Business Licenses

All in one is great see reply below in Red

*Carol A Gott*
Office Associate II
Health Inspection Program
Key Bank Plaza 3rd Floor
11 SHS
Augusta, Maine 04333-0011
Tel: 207-287-5675
Fax: 207-287-3165
carol.gott@maine.gov
http://www.maine.gov/dhhs/eng/el/index.htm
Health Inspection Program Online License Renewal Service:
www.maine.gov/online/hiplicensing

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---

**From:** Devon Bettinson [mailto:dbettinson@yorkmaine.org]
**Sent:** Thursday, June 06, 2013 11:41 AM
**To:** Gott, Carol
**Cc:** Devon Bettinson
**Subject:** Business Licenses

Hello,

I just need to see if the businesses

- The Ice Cream House, 1300 US Route One licensed for eating place 0-29 seats NO Temp License
- Ruby's Wood Grill, 433 US Route One licensed for eating place 30-75 seats NO Temp License
- Jamaican Jerk Center, 1400 US Route One licensed for eating place 0-29 seats NO Temp License
- Roast N' Crumb, 519 Us Route One licensed for eating place 0-29 seats NO Temp License
- Chapman Cottage, 370 York Street licensed for eating place eating & lodging NO Temp License
- R & R Fine Chocolates, 4 Market Place Drive not license by us could be the Dept of AG

has a state license?

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

**Business Name** Atlantic House
**Business Location** 2 Beach St
York Beach, ME 03909
**Telephone Number** 207. 361. 6677

**OWNER'S Name and Mailing Address** Lawrence Investment Holding, LLC
One Winthrop Square
Boston, MA 02110

**APPLICANT'S Name and Mailing Address** Robert John Greene
2016 Atlantic Innkeeping, LLC
1000 Market St. Portsmouth, NH 03801

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 2nd May 13 | |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 5/22/13 | Bridges |
| Tax Collector | 5/21/13 | Szerkowsk |

**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:** 24 / 44 YBVC
**License Year:** 2013
**No. Of Seats:** N/A
**No. Of Parking Spaces:** N/A

**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 ~~15~~ 9

**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 ~~15~~ 9 ($250)

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.*

05.21.2013
Date

Applicant's Signature

**Please Read and Initial the Following Statements:**

RJG I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
RJG 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
RJG 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.
RJG 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
RJG 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. $130.00 RECEIPT NO. # 1015 RECEIPT DATE 5/21/13 MI PM MM MS
mmA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, May 21, 2013 1:22 PM
**To:** Melissa M. Avery
**Subject:** RE: New Business License - Atlantic House

New business, won't be required to pay old debt.

*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, May 21, 2013 10:46 AM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** New Business License - Atlantic House

Good Morning!

I have attached a NEW Business License for Atlantic House, located at 2 Beach Street (0024-0044).
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Wednesday, May 22, 2013 9:30 PM
**To:** Melissa M. Avery
**Subject:** RE: New Business License - Atlantic House

Yes we did an inspection and they have no problems. Grant their licenses. Dave

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 10:46 AM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** New Business License - Atlantic House

Good Morning!

I have attached a NEW Business License for Atlantic House, located at 2 Beach Street (0024-0044).
Please let me know when you've had a chance to review!

Thank you!
Missy


____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org



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

**Business Name** Sweet Josie's Candy Shoppe
**Business Location** 7 Railroad Ave - York Beach
**Telephone Number** 351-1168

**OWNER'S Name and Mailing Address** Margaret Fennelly
P.O. Box 886
York Beach, Me 03910

**APPLICANT'S Name and Mailing Address** same

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 2 APR 13 | |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 5/9/2013 | Bridges |
| Tax Collector | 5/9/2013 | 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:** 0023-0005
**License Year:** 2013
**No. Of Seats:** _____
**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:**
✓ $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.*

5/20/13 Date — Margaret Fennelly Applicant's Signature

**Please Read and Initial the Following Statements:**

MF I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
MF 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
MF 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.
MF 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
MF 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 Margaret Fennelly 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. #2149 RECEIPT DATE 5/28/13 MI PM MM MS

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Thursday, May 09, 2013 2:31 PM
**To:** Melissa M. Avery
**Subject:** RE: Business Licnese - Taxes

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, May 09, 2013 2:23 PM
**To:** Mary-Anne Szeniawski
**Subject:** Business Licnese - Taxes

Hi Mary Anne

Can you check to see if the taxes have been paid for these Businesses?

The Rough
Sweet Josie's

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
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Thursday, May 09, 2013 9:18 PM
**To:** Melissa M. Avery
**Cc:** David K. Bridges
**Subject:** RE: Inspections

We have done inspections and all of them are ok. You can grant them their licenses. Thanks Dave

---

**From:** Melissa M. Avery
**Sent:** Thursday, May 09, 2013 2:19 PM
**To:** David K. Bridges
**Subject:** Inspections

Hi Dave,

Just checking to see if inspections have been done for these businesses, they are set to go on the agenda for Monday:

The Rough
The Golden Rod
Sweet Josie's
Beauport Inn
Wicked Good Ice Cream
The Candy Corner
Guac N Roll
Harry's Seafood

Thanks!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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# State of Maine

Department of Agriculture, Conservation & Forestry
Division of Quality Assurance & Regulations
28 State House Station, Augusta, ME 04333-0028
(207) 287-3841

SERIAL NUMBER

74900

| 1-2888 | October 15, 2012 | October 31, 2013 |
|---|---|---|
| LICENSE NUMBER | DATE OF ISSUE | DATE OF EXPIRATION |

This certificate is valid only between the date issued and expiration date appearing herein. Only the named holder at the location for which issued may use it.

The person named herein is authorized to sell or manufacture food products, fuel and/or sell or repair weighing and measuring devices as permitted by law for the listed authorizations.

This certificate and/or each type of authorization represented is subject to suspension, revocation or cancellation as authorized by Maine Revised Statutes.

*This certifies that*

**Sweet Josie's Candy Shoppe**
**Sweet Josie's Candy Shoppe**
**PO Box 886**

**York Beach, ME 03910-**

**CANDY STORE**

**Location: 7 Railroad AVE, York Beach**

| LICENSE TYPE | | DESCRIPTION OF LICENSE AUTHORIZATIONS | FEE |
|---|---|---|---|
| **License Type** | | **Authorizations** | **Fee** |
| Redemption Center | | Beverage Containers(Redeem)<br>Beverage Dispenser<br>Bulk Sales (candy, fruit, nuts, popcorn)<br>Soft Serve Ice Cream | 50.00 |
| Retail Food Establishment | 0 to 10 | | 20.00 |
| | | **TOTAL:** | 70.00 |

Department of Agriculture

Commissioner

EVERY LICENSE SHALL BE DISPLAYED ON THE LICENSED PREMISES IN A LOCATION EASILY SEEN BY THE GENERAL PUBLIC.

Division of Quality Assurance

Acting Director

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

**Business Name** CAMP EATON INC
**Business Location** 750 YORK STREET
YORK HARBOR, ME 03911
**Telephone Number** (207) 363-3424

**OWNER'S Name and Mailing Address** PETER T. WAGNER
PO BOX 626
YORK HARBOR, ME 03911

**APPLICANT'S Name and Mailing Address** PETER T. WAGNER
PO BOX 626
YORK HARBOR, ME 03911

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | 5/30/13 | |
| Building Structural | | |
| Electrical | | |
| Plumbing | | |
| Fire | 6/3/13 | Apgar |
| Tax Collector | 5/28/13 | Szerawski |

**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:** 40/61 BUS-2
**License Year:** 2013
**No. Of Seats:** N/A
**No. Of Parking Spaces:** N/A

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

**License Renewal:** (YES) NO

**Bed and Breakfast License**: # of Rooms N/A

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

**Is Your Establishment Closed for More 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.*

5/24/13 — Date
Peter T. Wagner — Applicant's Signature

**Please Read and Initial the Following Statements:**

PTW I understand that a license is required before operating or conducting any business or activity governed by the Town of York Licensing Ordinance.
PTW 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
PTW 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.
PTW 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
PTW 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 Peter T. Wagner
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. #19340 RECEIPT DATE 5/28/13 MI PM MM MS

MMA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Tuesday, May 28, 2013 2:49 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Camp Eaton

Current on taxes

*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, May 28, 2013 1:35 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Camp Eaton

Hello!

I attached a new Business License Application for Camp Eaton, located at 750 York Street (0040-0061). Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David Apgar
**Sent:** Monday, June 03, 2013 8:07 PM
**To:** Melissa M. Avery
**Subject:** Inspection Completed - Camp Eaton

Hi Missy,

I have completed a fire inspection at Camp Eaton. 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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# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 22313**

**EATING PLACE 0-29 SEATS**

CAMP EATON- CAMP STORE
750 YORK ST
YORK ME 03909

EXPIRES: 05/11/2014

FEE: $150.00

PETER WAGNER & MATT WOODMAN
CAMP EATON INC
CAMP EATON- CAMP STORE
PO BOX 626
YORK HARBOR ME 03911

Mary C. Mayhew
COMMISSIONER

02463

NON-TRANSFERABLE

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

**Business Name** LUCIA'S KITCHEN
**Business Location** 1151 US ROUTE ONE
CAPE NEDDICK ME 03902
**Telephone Number** 207 363 5557

**OWNER'S Name and Mailing Address** LUCIA VELASCO-EVANS
PO BOX 546
CAPE NEDDICK ME 03902

**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 | | |
| Building Structural | | |
| Electrical | 5/23/13 | |
| Plumbing | | |
| Fire | 6/3/13 | Bridges |
| Tax Collector | 5/20/2013 | 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:** 22/6 Rt. 1-5
**License Year:** 2014
**No. Of Seats:** 49
**No. Of Parking Spaces:** 22

**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):
_____

___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.*

5/17/2013
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. $100.00 RECEIPT NO. #2181 RECEIPT DATE 5/20/13 MI PM MM MS

MMA

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Monday, May 20, 2013 12:50 PM
**To:** Melissa M. Avery
**Subject:** RE: Business License - Lucia's Kitchen

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, May 20, 2013 12:32 PM
**To:** David K. Bridges; David Apgar; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Business License - Lucia's Kitchen

Good Afternoon!

I have attached a Business License for Lucia's Kitchen, located at 1151 US Route One (0022-0006).
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Monday, June 03, 2013 9:15 AM
**To:** Melissa M. Avery
**Subject:** Re: Lucia's Kitchen

All done and all set

Sent from my iPhone. Dave

On Jun 3, 2013, at 8:57 AM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

> Hello,
>
> Have you done a fire inspection for Lucia's Kitchen yet? Please let me know when you have a chance.
>
> 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
www.yorkmaine.org



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# License Certificate

No. 012- 049

Municipality of York, Maine
Office of the Municipal Clerk
Date: April 23, 2012

To all whom these presents may concern:

Know Ye, that Lucia Velasco-Evans dba Lucia's Kitchen located at 1151 U.S. Route One, Cape Neddick, Maine 03910 (Map 22/Lot 6) receipt of which is hereby acknowledged, having complied with all the requirements of Law, has been duly licensed within the Municipality of York, Maine for the following licenses: Victualers & Liquor.

This License is subject to the strict observance of all Laws and Regulations in such case made and provided, and is to continue until the 31st day of May 2013, *unless sooner revoked.

License is non-transferrable

Seating Capacity: 49

Municipal Clerk

---

# State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

**EST ID: 21397**
**EATING AND CATERING**
49 Seats (in)

LUCIAS KITCHEN
1151 ROUTE 1
CAPE NEDDICK ME 03902

EXPIRES: 03/16/2014

FEE: $275.00

ATTN LUCIA
VELASO-EVANS, LUCIA
LUCIAS KITCHEN
PO BOX 546
CAPE NEDDICK ME 03902

Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

# Department of Public Safety
# Liquor Licensing & Inspection Division

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

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

**PRESENT LICENSE EXPIRES** 6/23/2013

**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.) LUCIA VELASCO-EVANS **DOB:** 5/12/1958 | **2. Business Name (D/B/A)** LUCIA'S KITCHEN |
| **DOB:** | |
| **DOB:** | **Location (Street Address)** 1151 US ROUTE ONE |
| **Address** P.O. BOX 132 | **City/Town** CAPE NEDDICK **State** ME **Zip Code** 03902 |
| | **Mailing Address** P.O. BOX 546 |
| **City/Town** OGUNQUIT **State** ME **Zip Code** 03907 | **City/Town** CAPE NEDDICK **State** ME **Zip Code** 03902 |
| **Telephone Number** 207 363 5557 **Fax Number** 207 363 5507 | **Business Telephone Number** 207 363 5557 **Fax Number** |
| **Federal I.D. #** 20-310 1280 | **Seller Certificate #** |

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 $160,713.00 LIQUOR $4095.00
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: _____
8. If business is NEW or under new ownership, indicate starting date: _____

   Requested inspection date: _____ Business hours: _____
9. Business records are located at: 1151 US ROUTE ONE & 681 NORTH VILLAGE RD CAPE NEDDICK ME 03902
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 |
|---|---|---|
| LUCIA VELASCO-EVANS (LUCIA VELASCO KAFTANICH) | 5/12/1958 | MEXICO CITY. |
| | | |
| | | |

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: RAYLA CORPORATION P.O.BOX CAPE NEDDICK, ME. 03902

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) COUNTER SERVICE STYLE RESTAURANT.

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

19. What is the distance from the premises to the **NEAREST** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? .5 MI 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: CAPE NEDDICK, ME (Town/City, State) on 5/17/ (Date), 2013

**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.

**MAINE DEPT OF PUBLIC SAFETY**

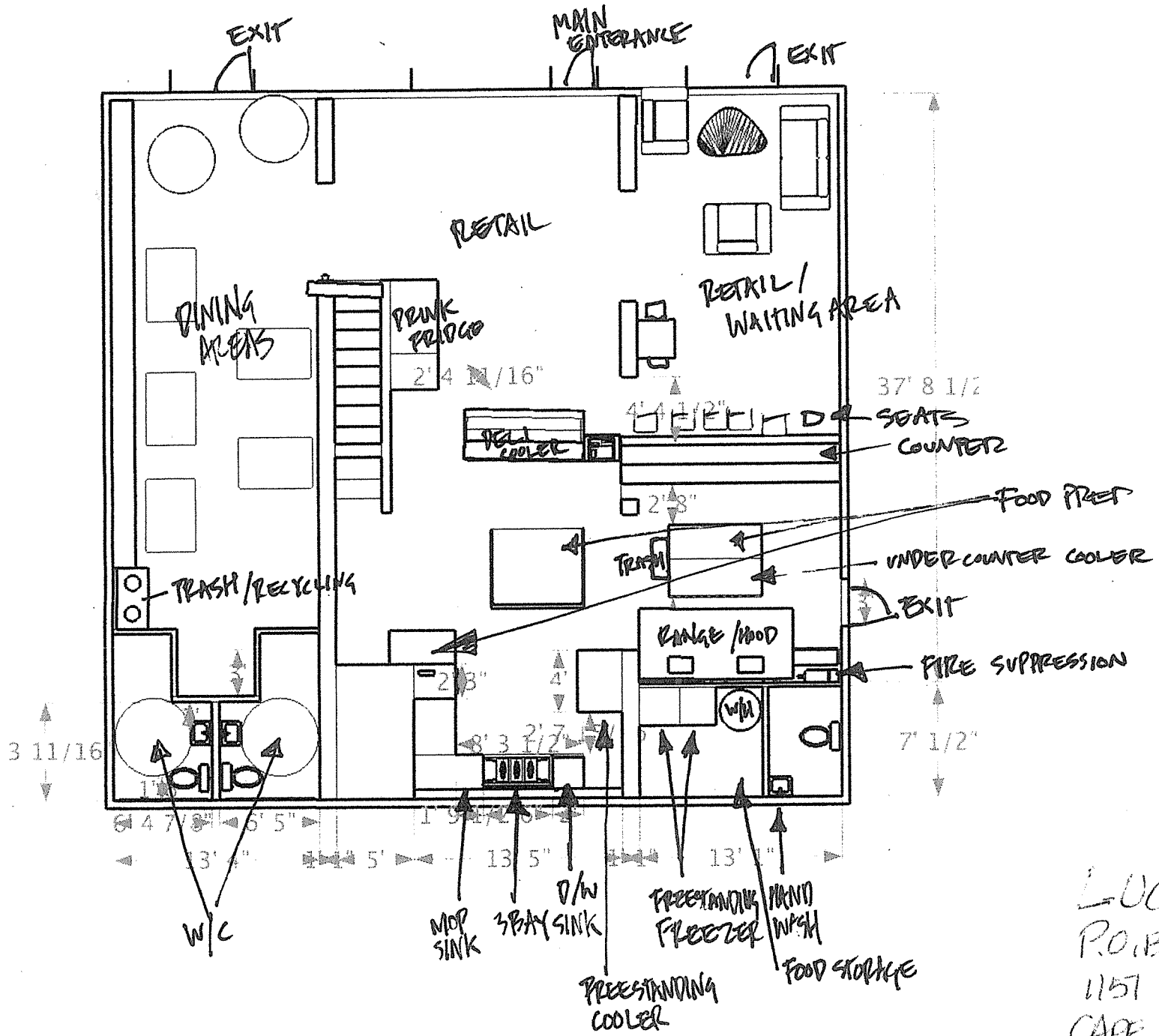
STATE OF MAINE
*Liquor Licensing & Inspection Division*
164 State House Station
Augusta ME 04333-0164
Tel: (207) 624-7220 Fax: (207) 287-3424

# SUPPLEMENTAL APPLICATION FORM
# ON-PREMISE DIAGRAM

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

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

ATTACHED →




LUCIA'S KITCHEN
P.O. BOX 546
1151 US ROUTE ONE
CAPE NEDDICK, ME.
03902
207 363 5557

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

Business Name R&R fine Chocolates
Business Location 4 Market Place Drive SU-41-2
York, ME 03909
Telephone Number 207-251-2784

OWNER'S Name and Mailing Address Daren Hembold, Luxpartners LLC
PO Box 7454
Portland, ME 04112

APPLICANT'S Name and Mailing Address Brenda Strum
48 Nottingham Dr
Wells ME 04090

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

| INSPECTION DATA (Office Use Only) | | |
|---|---|---|
| DEPARTMENT | DATE | INITIALS |
| Zoning/Land Use | | |
| Building Structural | 4 June 13 | |
| Electrical | | |
| Plumbing | | |
| Fire | 5/7/13 | Apgar |
| Tax Collector | 4/18/13 | Szeniawsk |

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: 53-9-0001-002 Rt.1-3
License Year: 2013
No. Of Seats: 0
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:
✓ $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.*

4/17/2013 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. 105.00 RECEIPT NO. 280 RECEIPT DATE 4-18-13 MI PM MM MS

## Erin O'Dea

**From:** Mary-Anne Szeniawski
**Sent:** Thursday, April 18, 2013 9:30 AM
**To:** Erin O'Dea
**Subject:** RE: New Business License - R&R Fine Chocolates

New so they would be exempt this year

*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:** Erin O'Dea
**Sent:** Thursday, April 18, 2013 9:16 AM
**To:** David Apgar; Mary-Anne Szeniawski
**Subject:** New Business License - R&R Fine Chocolates

Hi,
Attached you will find a new business license application for R&R Fine Chocolates, located at 4 Market Place Drive, Suite 1-2, Map 53/Lot 9.
When you have a chance can you please review?
Thank you,
Erin

**Erin M. O'Dea**
*Administrative Assistant to the Town Manager*
Town of York, Maine
186 York Street
York, Maine 03909
Phone: (207) 363-1000 x222
Fax: (207) 363-1019
Email: eodea@yorkmaine.org

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## Melissa M. Avery

**From:** Erin O'Dea
**Sent:** Tuesday, May 07, 2013 4:21 PM
**To:** Melissa M. Avery
**Subject:** FW: Inspection Completed - R&R Fine Chocolates

-----Original Message-----
From: David Apgar
Sent: Tuesday, May 07, 2013 4:20 PM
To: Erin O'Dea
Subject: Inspection Completed - R&R Fine Chocolates

Hi Missy,

I have completed a fire inspection at the R&R Fine Chocolates. Please proceed with their license application.

Thank you,

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

Issues: None

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## Devon Bettinson

**From:** Gott, Carol [Carol.Gott@maine.gov]
**Sent:** Thursday, June 06, 2013 11:56 AM
**To:** Devon Bettinson
**Subject:** RE: Business Licenses

All in one is great see reply below in Red

*Carol A Gott*
Office Associate II
Health Inspection Program
Key Bank Plaza 3rd Floor
11 SHS
Augusta, Maine 04333-0011
Tel: 207-287-5675
Fax: 207-287-3165
carol.gott@maine.gov
http://www.maine.gov/dhhs/eng/el/index.htm
Health Inspection Program Online License Renewal Service:
www.maine.gov/online/hiplicensing

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---

**From:** Devon Bettinson [mailto:dbettinson@yorkmaine.org]
**Sent:** Thursday, June 06, 2013 11:41 AM
**To:** Gott, Carol
**Cc:** Devon Bettinson
**Subject:** Business Licenses

Hello,

I just need to see if the businesses

- The Ice Cream House, 1300 US Route One licensed for eating place 0-29 seats NO Temp License
- Ruby's Wood Grill, 433 US Route One licensed for eating place 30-75 seats NO Temp License
- Jamaican Jerk Center, 1400 US Route One licensed for eating place 0-29 seats NO Temp License
- Roast N' Crumb, 519 Us Route One licensed for eating place 0-29 seats NO Temp License
- Chapman Cottage, 370 York Street licensed for eating place eating & lodging NO Temp License
- R & R Fine Chocolates, 4 Market Place Drive not license by us could be the Dept of AG

has a state license?

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 24, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Traffic Safety Ordinance | |

**TO: BOARD OF SELECTMEN**

**FROM:** Stephen H. Burns, Community Development Director

**RECOMMENDATION:**

1) I recommend the Board adopt the 3 proposed amendments following the public hearing. A draft motion follows for adoption of amendments.

2) I recommend the Board decide on a course of action for each of the other 2 issues:
   - Directional control and/or changes for County Road
   - Whether or not to propose increases in parking rates and fines

**PROPOSED MOTION:** I move to enact the following amendments to the Traffic Safety Ordinance:

1. Prohibit Parking on Bay Street Between Franklin Street and Ocean Ave
2. Prohibit Overnight Parking on Beach Ball Field Road
3. Prohibit Left Turns by Northbound Traffic Exiting County Road

**Discussion:** The 3 amendments were discussed at the Selectmen's May 20th meeting. I amended the left turn prohibition for County Road to be linked to the season for parking meters, as directed by the

Board. I did not make changes to either of the other amendments. If approved, I will add these to the Ordinance following the Board's vote.

Regarding the other two issues, each was introduced at the May 20th workshop discussion. For these it is a matter of receiving public input and making a decision as to how the Board would like to proceed. How does the Board want to address County Road, and does the Board want staff to initiate a process to proposed increases to parking meter rates and parking fines?

Prepared By: _____ Reviewed By: _____

# Proposed Amendments

to the

# Traffic Safety Ordinance

# May 21, 2013

## Amendments

1. Prohibit Parking on Bay Street between Franklin Street and Ocean Ave
2. Prohibit Overnight Parking on Beach Ball Field Road
3. Seasonally Prohibit Left Turns of Northbound Traffic Exiting County Road

# Amendment #1

*Prohibit Parking on Bay Street*
*between Franklin Street and Ocean Avenue*

Amend the language of **Schedule A – No Parking Zones**, inserting the following in alphabetical order:

> ***Bay Street*** *– either side from intersection with Franklin Street to intersection with Ocean Avenue.*

## Amendment #2

*Prohibit Overnight Parking on Beach Ball Field Road*

Amend the language of Section 14, Miscellaneous Regulations, inserting the following new provision:

> *Parking is prohibited between 1:00 AM and 4:00 AM in all parking spaces located along Beach Ball Field Road.*

## Amendment #3

*Seasonally Prohibit Left Turns of Northbound Traffic Exiting County Road*

Amend the language of Section 14, Miscellaneous Regulations, inserting the following new provision:

> *For northbound vehicles exiting County Road, left turns onto Railroad Avenue shall be prohibited during the period when parking meters are enforced, as identified in Schedule E, Parking Meters.*

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** June 6, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** _X_ **Work Session** | ☐ **Other:** _____ |
| **Subject:** Parking Agreement with York Wild Kingdom | |

**TO:** Board of Selectmen

**FROM:** Robert G. Yandow, Town Manager

**RECOMMENDATION:** Approve Parking Agreement for 2013

**PROPOSED MOTION: I move to authorize the town manager to enter into a parking agreement with the York Wild Kingdom for use of an unimproved parking area owned by the Town of York and located adjacent to the York Wild Kingdom access road.**

**Discussion:** This agreement is identical to the parking agreement approved by the Board of Selectmen for the 2011 and 2012 season, only the dates have changed. The agreement is for the time period June 1, 2013 to September 30, 201s at a cost of $6,000.

**FISCAL IMPACT:**

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared By: Robert G. Yandow Reviewed By: _____

# PARKING AGREEMENT

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

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

2. TERM OF AGREEMENT. This Agreement is for a period of four (4) months commencing as of June 1, 2013 and continuing until September 30, 2013.

3. FEE. The total fee for such use shall be a total of Six Thousand Dollars ($6,000.00) payable on or before July 1, 2013.

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

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

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

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

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

9. ALTERATIONS AND SIGNS.

a. Wild Kingdom shall not make or cause to be made any alterations, additions or improvements or make any changes to the Parking Area.

b. The Wild Kingdom shall be limited to one (1) sign at the Parking Area to be placed in a location specified by the Town, and shall be in compliance with all applicable zoning regulations and state laws. Wild Kingdoms shall be responsible for any and all costs relating to the placement of the sign, including any fees relating to the compliance of said zoning regulations.

c. Upon the expiration or termination of this Agreement, Wild Kingdom shall remove any such permitted alterations, decorations, signs, fixtures, additions and improvements and restore the Parking Area.

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

11. INSURANCE.

a. Wild Kingdom shall maintain a policy of Comprehensive General Liability insurance insuring Wild Kingdom as well as the Town as an additional insured, said policy to be in such amounts and with such companies as shall from time to time be satisfactory to Town.

b. In addition to the insurance required under subparagraph (a) of this Paragraph, Wild Kingdom shall maintain insurance against such other hazards as Town may from time to time reasonably require.

c. Wild Kingdom shall provide Town with Certificates of Insurance evidencing the existence of the policy(ies) and terms and conditions thereof. Said policies shall, at Town's discretion, name Town as loss payee or additional insured.

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

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

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

IN WITNESS WHEREOF, the undersigned parties have caused this instrument to be executed below as of June 1, 2011.

INHABITANTS OF THE TOWN OF YORK
("Town")

_____
Witness

By: _____
Robert Yandow, Town Manager

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

_____
Witness

By: _____
Print Name:
Title:
Address:

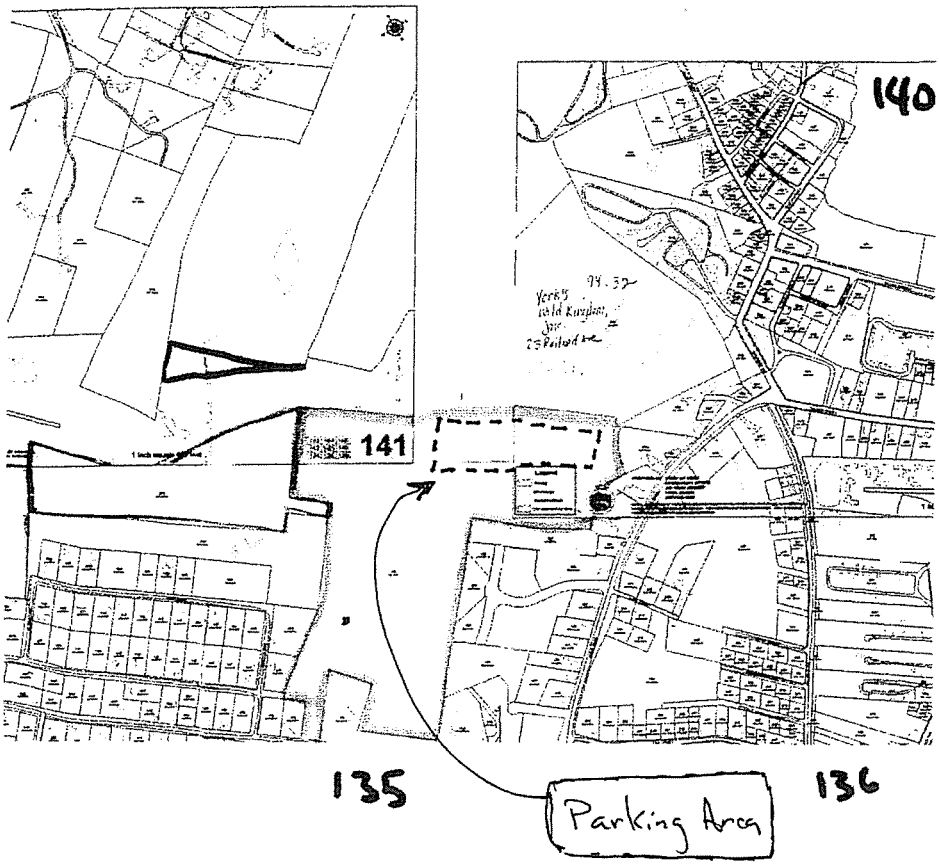



Exhibit A



-4-

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** June 6, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** _X_ **Work Session** | ☐ **Other:** _____ |
| **Subject:** Request For Funding From Energy Efficiency Steering Committee | |

**TO:** Board of Selectmen

**FROM:** Robert G. Yandow, Town Manager

**RECOMMENDATION:** Approve Funding

**PROPOSED MOTION: I move to authorize the expenditure of $2500.00 from Energy Efficiency funds to be used for an engineering study of the York Middle School Roof to determine structural adequacy for the installation of photovoltaic panels.**

**Discussion:** Please see request from Wayne Boardman, Chair of the Energy Efficiency Steering Committee:

*Rob,*

*The Energy Steering Committee has authorized me to appear before the next available BOS meeting to request a relatively small expenditure of energy funds.*

*With the assistance of York Energy Efficiency Committee chair Eric Hopkins, the York Schools received a $22,278 Efficiency Maine grant to install solar photovoltaic panels on the Middle School roof. However, an additional $2,500 is needed for an engineering study of the YMS gym roof to make sure that it is structurally adequate for the solar array. Eric asked the Energy Steering Committee for assistance and our committee voted 5-0 to request approval from the Board of Selectmen to pay for the engineering study. Eric has agreed to be present at the BOS meeting to answer any questions.*

| |
|---|
| **FISCAL IMPACT:** $2500.00 |
| **DEPARTMENT LINE ITEM ACCOUNT:** Energy Efficiency Funds |
| **BALANCE IN LINE ITEM IF APPROVED:** $191,689.48 |

Prepared By: Robert B. Gandow Reviewed By: _____

Stantec

May 1, 2013

Mr. Jay Clement
U.S. Army Corps of Engineers
Maine Project Office
675 Western Ave #3
Manchester, ME 04351

Mr. Bill Bullard
Division of Land Resource Regulation
Maine Department of Environmental Protection
312 Canco Road
Portland, ME 04103

**Subject: Revised Vernal Pool Buffer and Wetland Restoration Plan**
**York Police Station Project, York, Maine**

Dear Jay and Bill:

On behalf of the Town of York (Town), Stantec Consulting (Stantec) is providing the attached Revised Vernal Pool Buffer, Stormwater Buffers, and Wetland Restoration Plan associated with the York Police Station project (project). The restoration plan has been developed to address unpermitted impacts to wetlands, a vernal pool buffer, stormwater buffers, and mapped Shoreland Zone. The restoration plan follows the U.S. Army Corps of Engineers' (Corps) recommendations and requirements discussed at a site meeting on September 18, 2012, and outlined in an e-mail from Jay Clement to the Town and Stantec, on September 20, 2012. The plan also addresses the Maine Department of Environmental Protection (MDEP) and the Town's Planning Department requirements for restoration of stormwater buffers and mapped Shoreland Zone, respectively. Subsequent revisions to the plan have been made based on additional discussions with the Corps, MDEP, and the Town, as described below. In keeping with the requirements discussed with the agencies and the Town, we have included the following information in this cover letter: a discussion of the history of the unauthorized/non-compliant buffer and wetland alterations and an outline of the path and timetable for completing the restoration work. An alternatives analysis and a discussion of future development plans for the un-restored portion of the buffer, prepared by the Town, are provided as a separate attachment to this letter.

**History of Unauthorized Impacts**

In June 2012, the contractor for the Town began clearing and preparing the project site for construction of the police station and associated access road. In August 2012, unauthorized impacts occurred at the project site, including impacts to one wetland, clearing within multiple stormwater buffers, and clearing and grubbing of the upland buffer surrounding a Corps-jurisdictional vernal pool. The activities also included impacts to the Town of York's mapped Mixed Use Shoreland Zone. The MDEP and the Corps were informed of the violations in mid-August 2012. On August 17, 2012, the Town issued a Corrective Order related to the unpermitted impacts and construction work on the project was halted soon after the violations were discovered. Stantec performed a site visit to the project area on August 21, 2012, to assess the scale of the impacts. During the site visit, Stantec located the edge of disturbance with a Global Positioning System (GPS) receiver and determined that an area approximately 2.75 acres in size was impacted.

On August 27, 2012, a meeting was held on-site that included representatives from the Town, PC Construction (the Town's construction contractor), Stantec, and SMRT (the Town's engineer), along with Bill Bullard from MDEP and Stephen Burns from the Town's Code Enforcement office. During the meeting, additional impacts to stormwater buffers at the west end of the road were also discussed. After this meeting, it was agreed that the Town would restore the impacted buffers and wetland areas. Stantec began preparing a restoration plan that included restoration of the wetland area, the stormwater buffers, and the impacts to the upland buffer surrounding the vernal pool. This plan was prepared to satisfy the requirements of MDEP, the Corps, and the Town. Stantec submitted a draft of this plan to the agencies and the Town on September 14, 2012.

On September 18, 2012, the Town arranged a meeting with Jay Clement from the Corps, along with Stantec and SMRT. Members of the Town's Code Enforcement office were unable to attend. At this meeting, the Town proposed restoring less of the 2.75-acre impacted area, as the Town was hoping to maintain a portion of the area for potential future uses. These future uses are discussed in the attached memo from York Town Manager Rob Yandow. The Corps agreed in principal to this plan, as confirmed in an email from Jay Clement on September 20, 2012. The Corps' approval was pending the submission of an alternatives analysis describing why the Town needed the impacted area and potential future uses. Stantec then began work on preparing a revised restoration plan based on this new approach.

On September 25, 2012, Stantec and SMRT received an email from Stephen Burns from the Town's Code Enforcement office stating that the revised plan did not rectify the Shoreland Zoning violations. Stantec and SMRT revised the plan to include the entire impacted portion of the mapped Mixed Use Shoreland Zone in the restoration area. This plan was further revised to the current design based on additional input from the Town regarding potential future uses of the cleared area. A conceptual restoration plan was presented as a draft to MDEP, the Corps, and the Town's Code Enforcement office on October 12, 2012, at which point the three entities agreed in principal to the design.

On October 29, 2012, Stantec submitted a revised restoration plan to the Corps and MDEP. Upon review of the plan, the Corps requested minor revisions to the plan, as detailed in an email from Jay Clement dated October 30, 2012. The email also requested that either the Town provide an enhanced alternatives analysis and description of proposed uses of the un-restored area, or increase the size of the buffer restoration. To address this request, the Town has prepared a description of proposed use of the un-restored area, along with an analysis of alternatives, which is attached to this letter.

**Restoration Timetable**

Wetland Restoration: In late-November 2012, the Town completed the wetland restoration component of the larger buffer restoration effort. A description of the work performed, along with representative photographs, was provided to MDEP and the Corps in a letter from Stantec dated December 20, 2012. Completion of the wetland restoration work prior to formal acceptance of the attached restoration plan was approved by both MDEP and the Corps.

Vernal Pool Buffer and Stormwater/Shoreland Zone Buffer Restoration: Restoration of the vernal pool buffer and the stormwater/Shoreland Zone buffers will be initiated when construction activities are resumed at the police station site, which is dependent on approval of the project from the Town planning board. The restoration will begin with removal of the loam and rock piles from the primary buffer restoration area. Loam spreading, seeding, planting, and mulching will be performed immediately following removal of the rock and loam piles. Restoration activities are expected to be completed before the end of the 2013 growing season, pending planning board approval.

Please feel free to contact me if you have further questions or comments about the information in this letter or in the attached restoration plan.

Sincerely,
**STANTEC CONSULTING**

Bryan Emerson
Project Manager

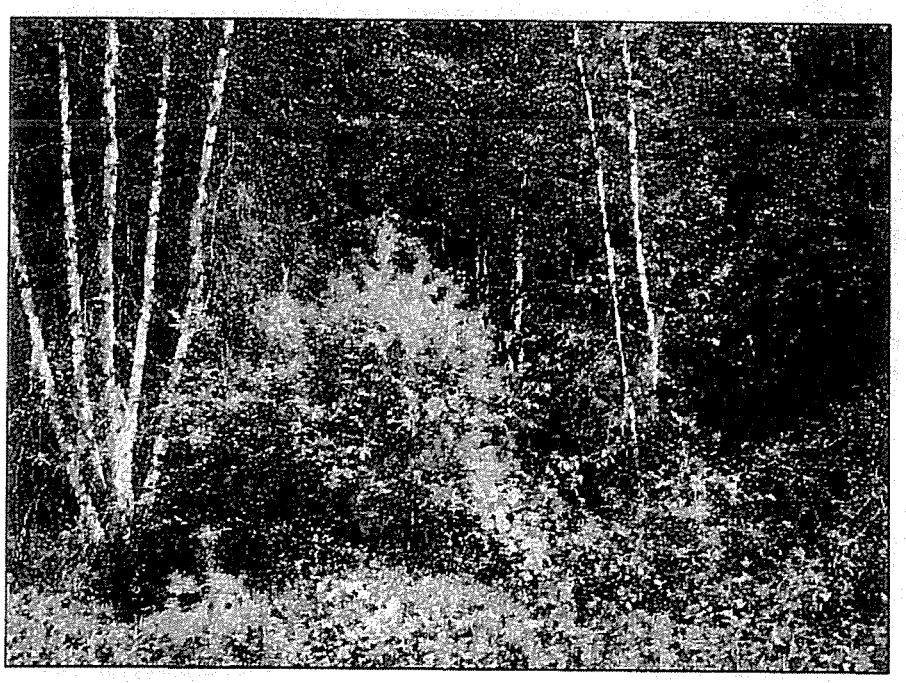
Attachment: Vernal Pool Buffer, Stormwater Buffers, and Wetland Restoration Plan
Memo from Rob Yandow: Proposal for Use in Un-Restored Buffer Area

Cc: Stephen Burns, Community Development Director, Town of York
Rob Yandow, Town Manager, Town of York
Andrew Johnston, SMRT
David Lay, SMRT
Doug Stewart, Stantec
File 195600823

# Revised Vernal Pool Buffer, Stormwater Buffers and Wetland Restoration Plan

## York Police Station
## York, Maine

### October 2012 (Revised May 2013)



**Prepared For:**
Town of York
186 York Street
York, ME 03909

**Prepared By:**
Stantec Consulting
30 Park Drive
Topsham, ME 04086

# TABLE OF CONTENTS


**1.0 PROJECT DESCRIPTION ..... 1**

**2.0 UPLAND BUFFER AND WETLAND IMPACTS ..... 1**

2.1 VERNAL POOL BUFFER IMPACTS ..... 1
2.2 STORMWATER BUFFERS B-11 AND B-12 IMPACTS ..... 1
2.4 WETLAND 3 IMPACTS ..... 2

**3.0 PRE-DISTURBANCE CONDITIONS ..... 2**

3.1 WETLAND 3 ..... 2
3.2 VERNAL POOL BUFFER & STORMWATER BUFFERS B-11 & B-12 ..... 2
3.3 STORMWATER BUFFER B-4 ..... 3

**4.0 RESTORATION REQUIREMENTS ..... 3**

**5.0 WETLAND AND UPLAND BUFFER RESTORATION ..... 3**

5.1 RESTORATION GOALS ..... 3
5.2 RESTORATION SCOPE ..... 4
5.3 RESTORATION ACTIVITIES ..... 4
5.3.1 Construction Oversight ..... 4
5.3.2 Restoration of Wetland 3 ..... 4
5.3.3 Primary Buffer Restoration Area ..... 6
5.3.4 Relocation and Redesign of Stormwater Buffer B-12 ..... 8
5.3.5 Restoration of Stormwater Buffer B-4 ..... 9

**6.0 MONITORING AND REPORTING ..... 9**

6.1 SUCCESS STANDARDS ..... 9
6.2 MONITORING SCHEDULE ..... 10
6.3 MONITORING METHODS ..... 10
6.4 REPORTING ..... 10


**Tables:**


Table 1: Recommended Shrub Plantings for Wetland 3 Restoration Area.
Table 2: Typical Wetland Seed Mix for Wetland Restoration Area
Table 3: Recommended Tree and Shrub Plantings for the Primary Buffer Restoration Area
Table 4: Typical Seed Mix for Upland Buffer Areas
Table 5: Recommended Tree and Shrub Plantings for Stormwater Buffer B-4


**Appendices**


Appendix A: Representative Photographs
Appendix B: Figures
Figure 1: Project Location Map
Figure 2: Pre-Construction Conditions
Figure 3: Altered Vernal Pool Buffer and Stormwater Buffers B-11 and B-12
Figure 4: Primary Buffer Restoration Area
Figure 5: Altered Stormwater Buffer B-4
Appendix C: Invasive Species Control Plan

## 1.0 PROJECT DESCRIPTION

The Town of York is constructing a new access road that will be located between U.S. Route 1 and Ridge Road in York, ME, as well as a new public safety building for the York Police Department (Figures 1 and 2). The public safety building will be located along the eastern side of the proposed access road and will include an access drive and parking area. In June 2012, the proposed project received both a Maine Site Location of Development Act/Natural Resource Protection Act Tier II Wetland Alteration (Site Location) permit (L-25623-26-A-N/L-25623-TE-B-N) and a U.S. Army Corps of Engineers (Corps) Programmatic General Permit (NAE-201-01928). The project also received approval under the Maine Permit-By-Rule program for impacts that would be associated with two stream crossing and impacts to a Significant Vernal Pool (SVP) buffer, which are the result of new road construction. Under these permits, the project received approval to alter 16,630 square feet (SF) of forested wetlands, 4,920 SF of stream bed, and 12 percent of the critical terrestrial habitat associated with the SVP. A wetland compensation plan was developed to mitigate for these resource impacts, as well as for impacts to the critical terrestrial habitat of three additional non-significant vernal pools that were under Corps jurisdiction. Preservation of a property located on Bell Marsh Road in York, which includes wetlands and vernal pools, was proposed and accepted by the regulatory agencies as mitigation for impacts to resources.

## 2.0 UPLAND BUFFER AND WETLAND IMPACTS

Following approvals from the regulatory agencies, the contractor for the Town of York began clearing and preparing the site for construction of the public safety building. Activities at the building site included vegetation clearing, blasting to remove ledge/rock, removal of topsoil, and site grading. The contractor also began initial preparation of the road corridor, which was limited to clearing and grubbing. During the course of these initial site preparation activities, planned upland buffers along the road corridor and a portion of a wetland located northeast of the road corridor were altered. In mid-August 2012, the Maine Department of Environmental Protection (MDEP) received notification regarding potential unpermitted impacts. Subsequently, on August 16, 2012, the project's Third-Party Inspector provided notification to the Corps regarding these impacts. On August 17, 2012, the Town of York (Town) Code Enforcement Office issued a Corrective Order related to these unpermitted impacts, which are described below.

### 2.1 VERNAL POOL BUFFER IMPACTS

The vernal pool buffer is associated with vernal pool VP07KW and located northwest of the public safety building site (Figure 3). This forested buffer was intended to remain intact and to function as critical terrestrial habitat for vernal pool VP07KW, a non-significant vernal pool under Corps jurisdiction. On August 21, 2012, Stantec Consulting (Stantec) conducted a site visit and used a Global Position System (GPS) Trimble® unit to establish the area of the buffer that had been altered. This area is approximately **119,871 SF (2.75 acres)** in size, and has been cleared of vegetation, grubbed, and has had the topsoil removed (Figure 3). Following these activities, topsoil and blasted rock were stockpiled within this area (Photos 1-2).

### 2.2 STORMWATER BUFFERS B-11 AND B-12 IMPACTS

Stormwater buffers B-11 and B-12 are located to the northwest of the public safety building site and adjacent to the new access road (Figure 3). Both buffers are also within the vernal pool habitat buffer described in Section 2.1. In accordance with the Site Location permit, these two stormwater buffers and 10 others were intended to remain forested to treat runoff from the new access road. All of stormwater buffer B-12 (approximately **5,664 SF**) was impacted, as was approximately **133 SF** of stormwater buffer B-11. The area of impact associated with these two stormwater buffers is included within the approximately 2.75 acres of impacts identified in Section 2.1.

### 2.3 Stormwater Buffer B-4 Impacts

Stormwater buffer B-4 is located near the western end of the new access road (Figure 5). This buffer was intended to remain forested to treat runoff from the access road. During a site visit conducted on August 27, 2012, SMRT and Stantec determined that all of Buffer B-4 (approximately **1,500 SF)** was cleared of vegetation (Photo 3).

### 2.4 Wetland 3 Impacts

Wetland 3, which includes vernal pool VP07KW, is located to the northwest of the public safety building site and south of Wild Kingdom Road (Figure 3). Approximately **1,979 SF** of Wetland 3 was cleared of vegetation (Photos 4-5). Clearing occurred along the southwestern edge of the wetland, and a bark-mulch erosion control berm was placed inside of the wetland edge. The vernal pool depression was not directly altered by the clearing activities.

## 3.0 PRE-DISTURBANCE CONDITIONS

Following are descriptions of pre-disturbance conditions in altered portions of the buffers and Wetland 3.

### 3.1 Wetland 3

Wetland 3 is a small, mixed scrub-shrub and emergent wetland that is located southwest of the covered bridge on Wild Kingdom Road (Photo 9). It is hydrologically connected to a larger wetland system located to the northeast via a culvert under the road. The shrub layer, where present, is comprised of highbush blueberry (*Vaccinium corymbosum*), common winterberry (*Ilex verticillata*), speckled alder (*Alnus incana*), and red maple (*Acer rubrum*). The herbaceous layer is dominated by cinnamon fern (*Osmunda cinnamomea*), sensitive fern (*Onoclea sensibilis*), soft rush (*Juncus effusus*), sedges (*Carex* sp.), royal fern (*Osmunda regalis*), common cat-tail (*Typha latifolia*), fowl manna grass (*Glyceria striata*), white meadowsweet (*Spiraea alba*), common arrowhead (*Sagittaria latifolia*), swamp dewberry (*Rubus hispidus*), and wool-grass (*Scirpus cyperinus*). Soils within this wetland are fine sandy loam with a gleyed matrix. At the time of the 2007 delineation, soils exhibited redoximorphic features within seven inches of the mineral soil surface. Hydrologic indicators included saturation to soil surface and water-stained leaves.

The wetland includes a documented vernal pool (Photos 10-12). Stantec surveyed this pool on April 25, 2008. At the time of the vernal pool survey, the pool had more than 12 inches of surface water. Three wood frog (*Lithobates sylvaticus*) egg masses and 15 spotted salamander (*Ambystoma maculatum*) egg masses were observed. Adult green frog (*Lithobates clamitans*) and spring peepers (*Pseudacris crucifer*) also were observed within the pool.

### 3.2 Vernal Pool Buffer & Stormwater Buffers B-11 & B-12

Based upon pre-disturbance observations and data collected to support the permit application process, the upland buffer associated with vernal pool VP07KW was an early to mid-successional forest (Photos 6-8). Trees in this buffer were generally sapling-sized with an average diameter-at-breast-height (DBH) of one to three inches. This area was historically cleared, as evidenced by stumps and skidder/equipment trails. Dominant trees included eastern white pine (*Pinus strobus*), red maple (*Acer rubrum*), sweet birch (*Betula lenta*), and gray birch (*Betula populifolia*), along with scattered northern red oak (*Quercus rubra*), eastern hemlock (*Tsuga canadensis*), red spruce (*Picea rubens*), and American beech (*Fagus grandifolia*). Dominant shrubs included sheep laurel (*Kalmia angustifolia*), highbush blueberry, chokecherry (*Prunus virginiana*), and alder-buckthorn (*Frangula alnus*). Wintergreen (*Gaultheria procumbens*), lowbush blueberry (*Vaccinium angustifolium*), Canada mayflower (*Maianthemum canadense*), and wild sarsaparilla (*Aralia nudicaulis*) occurred commonly in the herbaceous layer.

### .3.3 STORMWATER BUFFER B-4

Based upon the surrounding habitat, stormwater buffer B-4 was a second-growth forested community prior to disturbance. Red maple, gray birch, sweet birch, and eastern white pine dominated the canopy with a smaller component of eastern hemlock and northern red oak. Seedlings of these canopy species formed much of the understory. Species including bracken fern (*Pteridium aquilinum*), Canada mayflower, and partridge-berry (*Mitchella repens*) were present in the herbaceous layer.

## .4.0 RESTORATION REQUIREMENTS

Specific buffer and wetland restoration requirements were set forth by MDEP at an August 27, 2012, on-site meeting, and by the Corps at a September 18, 2012, on-site meeting and in a subsequent e-mail. The Town of York Community Development Department, which handles code enforcement, also required restoration of portions of the Shoreland Overlay District Mixed-Use Subdistrict (refer to Figure 3) that were impacted. Restoration will be required to meet the requirements of MDEP Site Location and Stormwater permits, the Corps General Permit, and the standards of the Town of York Zoning Ordinance. Those requirements are summarized below:

1. Top priority is to restore the area of unauthorized wetland alteration (i.e., a portion of Wetland 3). This shall be accomplished in the fall of 2012.

2. The bark mulch erosion control berm previously placed within the wetland shall be fully removed and relocated to the upland, immediately outside the area of wetland restoration.

3. Coarse woody debris, presently stockpiled on site, and stones will be used as appropriate within the restoration area to provide habitat diversity and structure.

4. A 100-foot buffer around the vernal pool boundary is the target for long-term restoration. This will conform to the minimum standards found in the Corps' Maine General Permit and shall be accomplished no later than the end of the 2013 growing season.

5. A 100-foot buffer around the wetland to the northwest of the altered area (Wetland 2) will be restored in order to meet the minimum requirements of the Town's Shoreland Zoning Ordinance.

6. The impacted stormwater buffers located along the proposed road will be relocated or restored to a vegetated state as required in the Site Location permit in order to adequately treat stormwater runoff generated from the project.

7. The revised buffer restoration plan (i.e., this document) shall contain a timetable for both immediate restoration of the wetland and longer-term restoration of the surrounding uplands.

## .5.0 WETLAND AND UPLAND BUFFER RESTORATION

The following plan addresses the restoration of Wetland 3 and the vernal pool and stormwater buffers to meet the requirements outlined above in Section 4. Restoration areas are shown on Figures 4 and 5.

### .5.1 RESTORATION GOALS

The principal goals for the restoration are to:

1. Re-establish scrub-shrub vegetation in affected portions of Wetland 3.
2. Re-establish forested conditions in a 100-foot wide vernal pool buffer, a 100-foot wide adjacent wetland/Shoreland Zone buffer, and in designated stormwater buffers B-4 and B-11 that were recently cleared.

3. Relocate and redesign stormwater buffer B-12.
4. Protect these buffers and Wetland 3 from future disturbance.

### .5.2 RESTORATION SCOPE

The restoration plan includes the following steps:

1. Within cleared portions of Wetland 3, remove the erosion control berm, add coarse woody debris, seed, and plant shrubs to re-establish vegetation.
2. Remove fill and stockpiled rock and soil within 100 feet of the vernal pool, within 100 feet of Wetland 2, and in stormwater buffer B-11, down to the approximate original ground. These buffers are hereafter referred to as the "Primary Buffer Restoration Area" and are shown on Figure 4.
3. Relocate stormwater buffer B-12 into the restored vernal pool buffer, and redesign as a Buffer with Stone Berm Level Lip Spreader, as approximately indicated on Figure 4.
4. Redistribute topsoil across the Primary Buffer Restoration Area to approximately pre-existing grades.
5. Distribute coarse woody debris from topsoil stockpiles across the Primary Buffer Restoration Area.
6. Seed the Primary Buffer Restoration Area and stormwater buffer B-4 to stabilize the soils and provide native plant cover.
7. Plant the Primary Buffer Restoration Area and stormwater buffer B-4 with native woody stock that will re-establish forest and understory cover.
8. Install signs around the Primary Buffer Restoration Area and Wetland 3 to protect these areas from future disturbance..[1]
9. Monitor Wetland 3 and all restored buffer areas to determine the success of restoration efforts.

### .5.3 RESTORATION ACTIVITIES

#### *.5.3.1 Construction Oversight*

A wetland scientist experienced with wetland and upland restoration will be on-site to monitor the site restoration activities and to help achieve the specifications of this plan. The wetland scientist primarily will be responsible for providing the site contractor with recommendations and guidance on re-soiling, final grading (i.e., matching pre-existing grades), planting, seeding, and coarse woody debris placement.

#### *.5.3.2 Restoration of Wetland 3*

<u>Schedule</u>
Restoration work at Wetland 3, as described below, will be initiated in the fall of 2012. Signage may be completed in 2013 in association with the buffer restoration work.

<u>Removing Erosion Control Berm:</u>
The erosion and sedimentation control bark mulch berm previously installed in the cleared portion of Wetland 3 and the vernal pool buffer will be removed from the wetland and placed in uplands approximately 5-10 feet from the wetland edge.

[1] The stormwater buffers will be marked in accordance with the requirements of Maine Site Location of Development Act/Natural Resource Protection Act Tier II Wetland Alteration permit (L-25623-26-A-N/L-25623-TE-B-N).

Distributing Coarse Debris:
The topsoil stockpiles located on-site contain coarse woody debris in the form of stumps, logs (greater than 12 inches in diameter), and root masses. Some of this coarse woody debris, along with a few large rocks and boulders, will be spread randomly across cleared portions of Wetland 3 prior to planting, to cover approximately one to three percent of the total cleared wetland area. This will provide structural diversity and microhabitat for wildlife, in particular for amphibians and small mammals.

Planting Woody Stock
The wetland restoration area, totaling 1,979 SF, will be planted with a mix of native shrubs similar to what is present in the undisturbed portion of the wetland. Shrubs will be planted at a density of approximately 600 plants per acre. Table 1 provides a summary of suggested species and number of plants needed. The actual number of each species to be installed may vary depending on availability at the time of planting. Installation will follow the methods described in Section 5.3.3 below.

**Table 1: Recommended Shrub Plantings for Wetland 3 Restoration Area.**

| Type | Species | Common Name | NWI Status | ~ Number of Plants Needed |
|---|---|---|---|---|
| Shrubs | *Alnus incana ssp. rugosa* | Speckled alder | FACW | 8 |
| | *Ilex verticillata* | Common winterberry | FACW | 8 |
| | *Vaccinium corymbosum* | Highbush blueberry | FACW | 8 |
| | *Salix bebbiana* | Long-beaked willow | FACW | 6 |
| | | **Total Plants:** | | **30** |

Seeding and Mulching:
The wetland restoration area will be seeded with a native seed mix. It is anticipated that the New England Wetmix® available from New England Wetland Plants, Inc. (Table 2), or similar mix, will be used. The seed mix will be applied per the manufactures recommendations. Seeding and mulching methods will follow those described in Section 5.3.3 below.

**Table 2: Typical Wetland Seed Mix for Wetland Restoration Areas**
**New England Wetmix®, Example Species Diversity***

| Species | Common Name |
|---|---|
| *Alisma plantago-aquatica* | Mud plantain |
| *Asclepias incarnata* | Swamp milkweed |
| *Symphyotrichum novi-belgii* (syn. *Aster novi-belgii*) | New York aster |
| *Bidens cernua* | Nodding bur marigold |
| *Carex comosa* | Bristly/Cosmos sedge |
| *Carex crinita* | Fringed sedge (Nodding) |
| *Carex lupulina* | Hop sedge |
| *Carex lurida* | Lurid sedge (Shallow) |
| *Carex scoparia* | Blunt broom sedge |
| *Carex vulpinoidea* | Fox sedge |
| *Eupatorium maculatum* | Spotted joe pye weed |
| *Eupatorium perfoliatum* | Boneset |
| *Glyceria canadensis* | Rattlesnake grass |
| *Glyceria striata* | Fowl manna grass |
| *Juncus effusus* | Soft rush |
| *Mimulus ringens* | Square stemmed monkey flower |
| *Onoclea sensibilis* | Sensitive fern |
| *Scirpus atrovirens* | Green bulrush |
| *Scirpus cyperinus* | Wool grass |
| *Schoenoplectus tabernaemontani* (syn. *Scirpus validus*) | Soft stem bulrush |

*Recommended application: 18 pounds per acre

Installing Signage:
The installation of signs around the vernal pool habitat buffer will include Wetland 3. See Section 5.3.3 below for details.

*.5.3.3 Primary Buffer Restoration Area*

Schedule
Restoration work in the Primary Buffer Restoration Area, as described below, will be initiated when construction activities resume for the York Police Station. It is expected that the restoration work will be completed by the end of the 2013 growing season, pending approval of the project by the Town planning board.

Removing Blast Rock:
The recent fill and stockpiles of blast rock and stone will be removed from the Primary Buffer Restoration Area at the time of the restoration. This material will either be used on site for project construction or will be moved to the cleared and filled area between the proposed police station and the Primary Buffer Restoration Area, depending on the timing of restoration and project construction. Re-located stockpiles will be protected from erosion using Best Management Practices (e.g., erosion control berms, blankets, temporary seeding).

Redistributing Topsoil:
Following removal of rock piles and fill, stockpiled topsoil will be redistributed across the Primary Buffer Restoration Area to approximately match pre-existing grades. The interface between the fill and original ground should be apparent upon fill removal. Approximately 12 to 24 inches of topsoil will be spread evenly over the restoration area to re-create the pre-disturbance grading and contours. To minimize potential erosion and sedimentation, earthwork will not occur during or immediately following heavy rain events.

Distributing Coarse Debris:
The topsoil stockpiles include coarse woody debris in the form of stumps, logs (greater than 12 inches in diameter), and root masses. This coarse woody debris, along with a few large rocks and boulders, will be spread randomly across the Primary Buffer Restoration Area to cover approximately one to three percent of the total area. This will provide structural diversity and microhabitat for wildlife, in particular for amphibians and small mammals.

Planting Woody Stock:
The Primary Buffer Restoration Area, totaling approximately 37,490 SF (+/- 0.86 acre), will be planted with a mix of native trees and shrubs similar to what was present prior to disturbance. Trees and shrubs will be planted at a density of approximately 425 plants per acre, at a ratio of 70 percent trees and 30 percent shrubs. Table 3 provides a breakdown of tree and shrub plantings and the suggested species and number of plants needed to achieve this density.

**Table 3: Recommended Tree and Shrub Plantings for the Primary Buffer Restoration Area**

| Type | Species | Common Name | ~ Number of Plants Needed |
|---|---|---|---|
| Trees | *Acer rubrum* | Red maple | 40 |
| | *Betula lenta* | Sweet birch | 20 |
| | *Betula populifolia* | Gray birch | 40 |
| | *Quercus rubra* | Northern red oak | 40 |
| | *Picea rubens* | Red spruce | 40 |
| | *Pinus strobus* | Eastern white pine | 40 |
| | *Tsuga canadensis* | Eastern hemlock | 40 |
| | | *Total Trees:* | *260* |
| Shrubs | *Corylus cornuta* | Beaked hazelnut | 40 |
| | *Hamamelis virginiana* | Witch-hazel | 40 |
| | *Kalmia angustifolia* | Sheep laurel | 30 |
| | | *Total Shrubs:* | *110* |
| | | **Total Plants:** | **370** |

Trees and shrubs will be installed singly or in small groups evenly distributed at approximately 10-foot spacing. At the time of planting, the majority of the trees will range in height from approximately 3 to 4 feet with approximately 10 percent ranging from 5 to 6 feet in height. Shrubs will range from 12 to 36 inches at the time of planting. Actual heights will vary by species and age of available plants. It is anticipated that planting stock will primarily consist of container-grown material.

Trees and shrubs will be planted by hand. Holes will be dug up to 50 percent wider than and as deep as the root mass of the plants. The planting holes will be backfilled with topsoil around the roots and lightly compacted around the plants to remove air pockets. Each plant will be watered immediately following installation unless the soil is sufficiently saturated at the time of planting. Tree guards may be installed on deciduous tree species to protect from browsing and girdling. Bark mulch at least three feet in diameter will be placed around the base of plants for moisture and weed control purposes. As needed, plants may be watered for the first several weeks after installation if natural soil moisture is insufficient or rain is not in the immediate forecast.

The planting schedule for the restoration sites will depend on approval of this plan and the completion of ground preparation activities. Planting will occur only when conditions are favorable for plant survival, which is typically either early fall (September 1 through mid-October) or in the spring (prior to June 20). Summer planting is acceptable, though watering on a weekly basis would likely be required to make up for the typical lack of summer rainfall. The actual planting schedule will be communicated to MDEP and the Corps once the completion of site preparation activities can be accurately predicted. Following the completion of planting, a summary of the number of plants by species installed in each buffer area will be provided to MDEP and the Corps.

Seeding and Mulching:

The Primary Buffer Restoration Area will be seeded with a native seed mix. It is anticipated that the New England Conservation/Wildlife Mix® available from New England Wetland Plants, Inc. (Table 4), or a similar mix, will be used. The seed mix will be applied per manufacturer recommendations. If applied by hydroseeding methods, supplemental watering or mulching may not be required at the time of seeding. If applied by hand (i.e., shoulder-mounted broadcaster), seeded areas will be covered with a thin layer of weed-free straw mulch to retain soil moisture and promote seed germination. Straw mulch will be applied over the seed at a rate of approximately 2 bales per 1,000 SF for a total of approximately 75 bales. Seeded areas may be watered for the first several weeks after seeding, as needed, if natural soil moisture in the restoration area is insufficient or rain is not in the immediate forecast.

If timing of activities allow, seeding will occur following planting at each of the buffer areas but only when conditions are favorable for germination and growth (typically spring, early summer, and early fall). For erosion control purposes, seeding may need to occur before planting. If seeding occurs after approximately October 1, seeding rates will be increased by as much as 50 percent. A cover crop of annual ryegrass (*Lolium multiflorum*) also will be applied during late-season seeding to provide more immediate cover to the areas.

**Table 4: Typical Seed Mix for Upland Buffer Areas**
**New England Conservation/Wildlife Mix®, Example Species Diversity***

| Species | Common Name |
|---|---|
| *Andropogon gerardii* | *Big bluestem* |
| *Asclepias syriaca* | *Common milkweed* |
| *Aster novae-angliae* | *New England aster* |
| *Chamaecrista fasciculata (Cassia f.)* | *Partridge pea* |
| *Desmodium canadense* | *Showy tick trefoil* |
| *Elymus virginicus* | *Virginia wild rye* |
| *Eupatorium maculatum* | *Spotted joe pye weed* |
| *Euthamia graminifolia (Solidago g.)* | *Grass leaved goldenrod* |
| *Festuca rubra* | *Creeping red fescue* |
| *Heliopsis helianthoides* | *Ox eye sunflower* |
| *Panicum clandestinum* | *Deer tongue* |
| *Panicum virgatum* | *Switch grass* |
| *Rudbeckia laciniata* | *Tall/Green headed coneflower* |
| *Schizachyrium scoparium* | *Little bluestem* |
| *Solidago juncea* | *Early goldenrod* |
| *Sorghastrum nutans* | *Indian grass* |

*Recommended application: 25 pounds per acre

Installing Signage:
Following the completion of planting and seeding, signs will be installed at 100-foot intervals along the edge of the Primary Buffer Restoration Area. The signs will be mounted on sturdy metal or cedar posts. The signs will indicate that the habitat buffer and wetland are protected and that no vegetation removal or disturbance beyond the boundary of the signs is allowed. The stormwater buffers will be marked in accordance with the requirements of Maine Site Location of Development Act/Natural Resource Protection Act Tier II Wetland Alteration permit (L-25623-26-A-N/L-25623-TE-B-N).

### *5.3.4 Relocation and Redesign of Stormwater Buffer B-12*

Schedule
Stormwater buffer B-12 will be relocated to inside the Primary Buffer Restoration Area, specifically within the 100 foot vernal pool buffer (Figure 4). As indicated in Section 5.3.3 above, it is expected that restoration of this area will be completed by the end of the 2013 growing season, pending approval of the project by the Town planning board. Installation of the redesigned stormwater buffer B-12 will follow this same schedule.

Redesign of Stormwater Buffer B-12
In order to conform to the standards of the MDEP Stormwater Manual, stormwater buffer B-12 will be revised to a Buffer with Stone Berm Level Lip Spreader. For additional information regarding the design of this buffer, refer to addendums to the Stormwater Management Report prepared by SMRT.

### 5.3.5 Restoration of Stormwater Buffer B-4

Schedule
Restoration work in Stormwater Buffer B-4, as described below, will be initiated in the spring of 2013 and will be completed before July 1, 2013.

Planting Woody Stock:
The planting density for stormwater Buffer B-4, which totals 1,500 SF, will be 600 plants per acre. Because of the small size of this area, only tree species will be planted. Table 5 provides a summary of suggested species and number of plants needed. The actual number of each species to be installed may vary depending upon availability at the time of planting. Methods for planting will follow those described in Section 5.3.3 above.

Seeding and Mulching:
Stormwater buffer B-4 will be seeded with a native seed mix. It is anticipated that the New England Conservation/Wildlife Mix® available from New England Wetland Plants, Inc. (see Table 4 above), or a similar mix, will be used. Seeding and mulching will follow methods described in Section 5.3.3.

**Table 5: Recommended Tree and Shrub Plantings for Stormwater Buffers B-4 and B-5**

| Buffer | Species | Common Name | ~ Number of Plants Needed |
|---|---|---|---|
| B-4 | *Acer rubrum* | Red maple | 6 |
| | *Betula populifolia* | Gray birch | 6 |
| | *Pinus strobus* | Eastern white pine | 6 |
| | | **Total Trees:** | **18** |

## 6.0 MONITORING AND REPORTING

### 6.1 SUCCESS STANDARDS

Post-restoration monitoring is necessary to determine whether the restored upland buffers and wetland are achieving/approaching pre-disturbance conditions. Restoration efforts in the upland buffer areas and wetland will be determined to be successful if at the end of the monitoring period, the following conditions are met.

1. Woody Plant Density: In the Primary Buffer Restoration Area, there are at least 400 native, non-invasive trees and shrubs per acre that are healthy and vigorous and in 75 percent of the planted area. In the restored wetland and in Stormwater Buffer B-4, there are at least 500 native, non-invasive trees and shrubs per acre that are healthy and vigorous and in 75 percent of the planted area. Native, woody volunteer species will be counted toward this density standard.

2. Percent Areal Plant Cover: There is at least 75 percent areal cover by native, non-invasive herbaceous plant species. In the wetland restoration area, at least 60 percent of the areal cover shall consist of native, hydrophytic plant species.

3. Invasive Species: Control of alder-buckthorn, multiflora rose (*Rosa multiflora*), Morrow's honeysuckle (*Lonicera morowii*), Japanese barberry (*Berberis thunbergii*), and other identified non-native, invasive species has been accomplished during the monitoring period, in accordance with the Invasive Species Control Plan for this site (see attached). The goal of the invasive species control will be to not allow invasive species to suppress or hinder the growth of planted

trees and shrubs, and to prevent the occurrence of contiguous, monotypic stands of invasive plants that are greater than 500 square feet in size.

4. Erosion Control: Soils within the restoration areas are stabilized and soil erosion is minimized.

### .6.2 Monitoring Schedule

Post-Construction monitoring of the upland buffers and the restored portion of Wetland 3 will begin in the first full growing season after the completion of site work and planting. It is anticipated that monitoring will occur on the following schedule:

- Wetland 3 – 2013, 2014, and 2015 (3 years)
- Primary Buffer Restoration Area and Stormwater Buffer B-4 – 2014 and 2015 (2 years)

### .6.3 Monitoring Methods

A qualified wetland scientist will conduct and/or oversee the monitoring. Site visits will occur once a year for each of the monitoring years, and will be scheduled towards the end of the growing season (i.e., between July 15 and September 30). Monitoring will include assessments of woody stock survivorship, herbaceous plant cover, the presence of invasive species, and soil stability. During the site visits, each of the buffer areas and the restored portion of Wetland 3 will be evaluated to determine if corrective measures are necessary.

Wetland 3
The conditions within the restored portion of Wetland 3 will be assessed using meander surveys. During the meander surveys, the wetland scientist will count and assess the health of all of the planted woody stock within the restored portion of the wetland. Native woody volunteer species within the wetland restoration area will also be counted. In addition to counting woody species, general signs of herbaceous plant cover, the presence of non-native invasive plants, and soil erosion will be documented. Representative photographs will be taken from similar locations each year.

Primary Buffer Restoration Area - Vernal Pool Buffer & Stormwater Buffers B-11
Seven 10-meter by 10-meter (10-$m^2$) plots will be sampled within the Primary Buffer Restoration Area to evaluate the success of restoration efforts. This sampling level will allow the assessment of approximately 20 percent of the restored area. The plots will be randomly located throughout the restored area at the discretion of the wetland scientist who performs the monitoring. Within each 10-$m^2$ plot, planted trees and shrubs will be counted by species, and the overall areal coverage of tree and shrub species within the plot will be estimated to the nearest 5 percent. Native, woody volunteer species within each monitoring plot will also be counted. A meander survey of each plot will be used to assess herbaceous plant cover, the presence of non-native invasive plants, and soil erosion. Representative photographs will be taken from similar locations each year.

Stormwater Buffer B-4
Because of the small size of Buffer B-4, meander surveys will be conducted to count and assess the health of all of the planted woody stock in the area. Native woody volunteer species within the restored buffer will also be counted. In addition to counting woody species, the wetland scientist will record general signs of herbaceous plant cover, the presence of non-native invasive plants, and soil erosion. Representative photographs will be taken from similar locations each year.

### .6.4 Reporting

An annual monitoring report will be prepared for each monitoring year and submitted to the Corps and MDEP by January 31 of the year following monitoring. The report will describe the methodology and results of the monitoring, and provide an assessment of the upland buffer and wetland restoration

success relative to the performance standards. The report will also include recommendations for remedial actions that may need to be implemented to improve the success of the restoration, and a description of corrective measures completed during that year. Potential remedial actions identified during monitoring will be addressed in a timely manner. The MDEP and Corps will be consulted on a case-by-case basis regarding the need for on-site corrections or adaptive management measures. Such measures may include replacing dead shrubs and trees, invasive species control, supplemental seeding, fertilizing woody plantings, and erosion control or repair. Rodent or deer browsing will be considered a natural process, and such damage will not be remediated unless it is widespread and significantly impacts restoration of vegetation cover.

# APPENDIX A
# REPRESENTATIVE PHOTOGRAPHS

**Photo 1**: Habitat buffer associated with vernal pool 07KW following clearing and stockpile activities. Stantec Consulting. August 21, 2012.

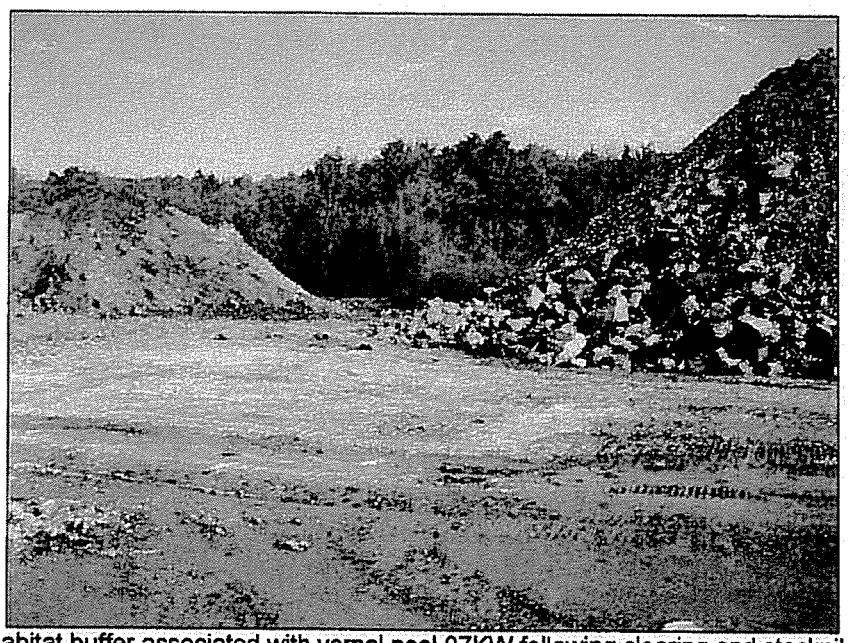


**Photo 2**: Habitat buffer associated with vernal pool 07KW following clearing and stockpile activities. Stantec Consulting. August 21, 2012.

**Photo 3**: Access road and stormwater buffer B-4 following clearing activities. SMRT. August 21, 2012.

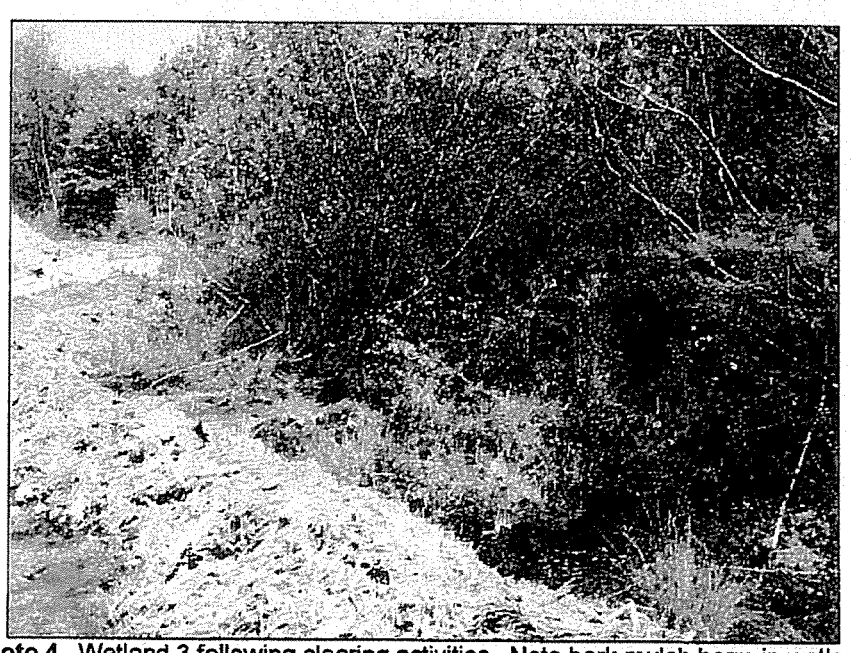


**Photo 4**. Wetland 3 following clearing activities. Note bark mulch berm in wetland. Stantec Consulting, August 21, 2012.

**Photo 5**. Wetland 3 and adjacent upland habitat buffer following clearing activities. Stantec Consulting, August 21, 2012.

**Photo 6**: Habitat buffer associated with vernal pool 07KW prior to clearing activities. Stantec Consulting. March 4, 2010.

**Photo 7**: Remaining habitat buffer associated with vernal pool 07KW adjacent to cleared buffer. Stantec Consulting. August 21, 2012.

**Photo 8**: Remaining habitat buffer associated with vernal pool 07KW adjacent to cleared buffer. Stantec Consulting. August 21, 2012.

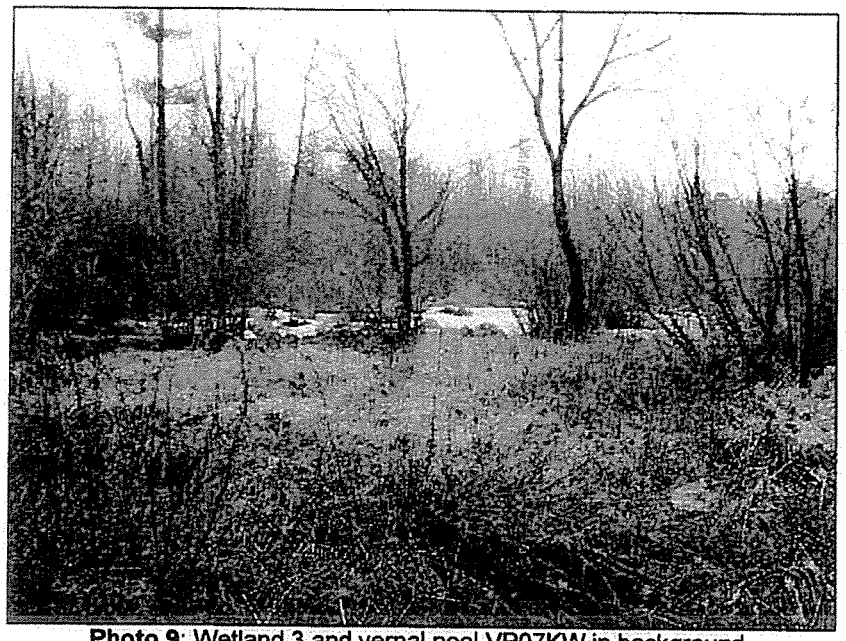


**Photo 9**: Wetland 3 and vernal pool VP07KW in background.
Stantec Consulting. March 4, 2010

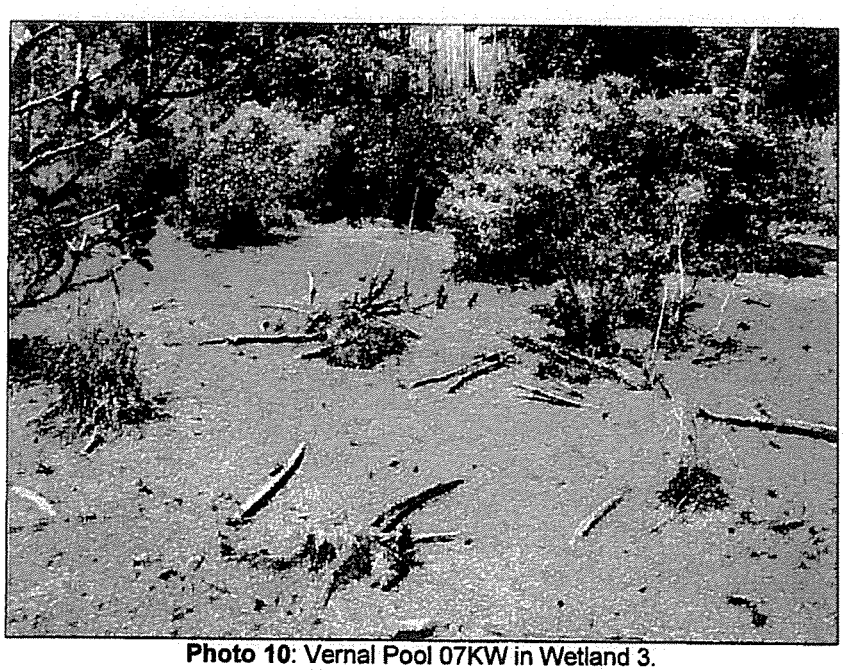


**Photo 10**: Vernal Pool 07KW in Wetland 3.
Stantec Consulting. July 2007.

**Photo 11**: Vernal Pool 07KW in Wetland 3.
Stantec Consulting, April 25, 2008.

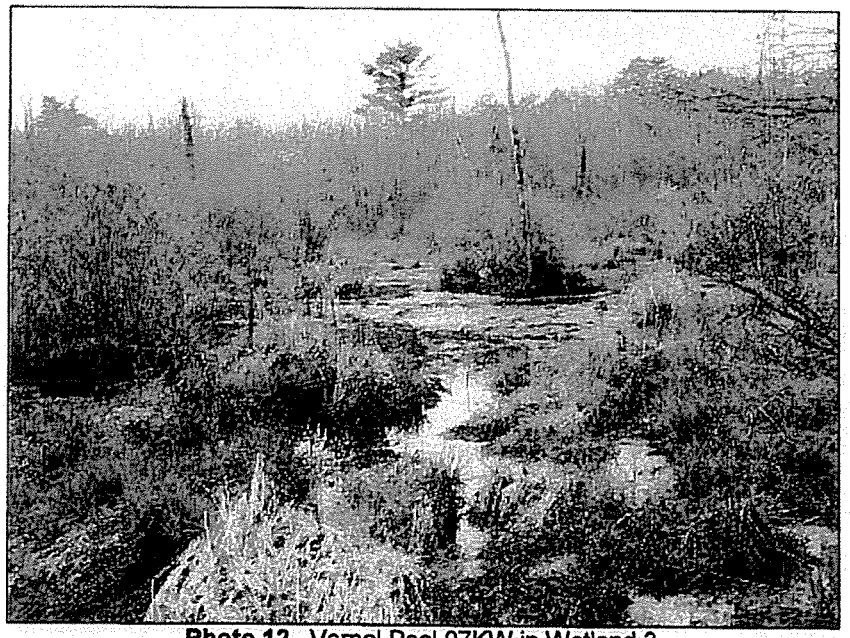
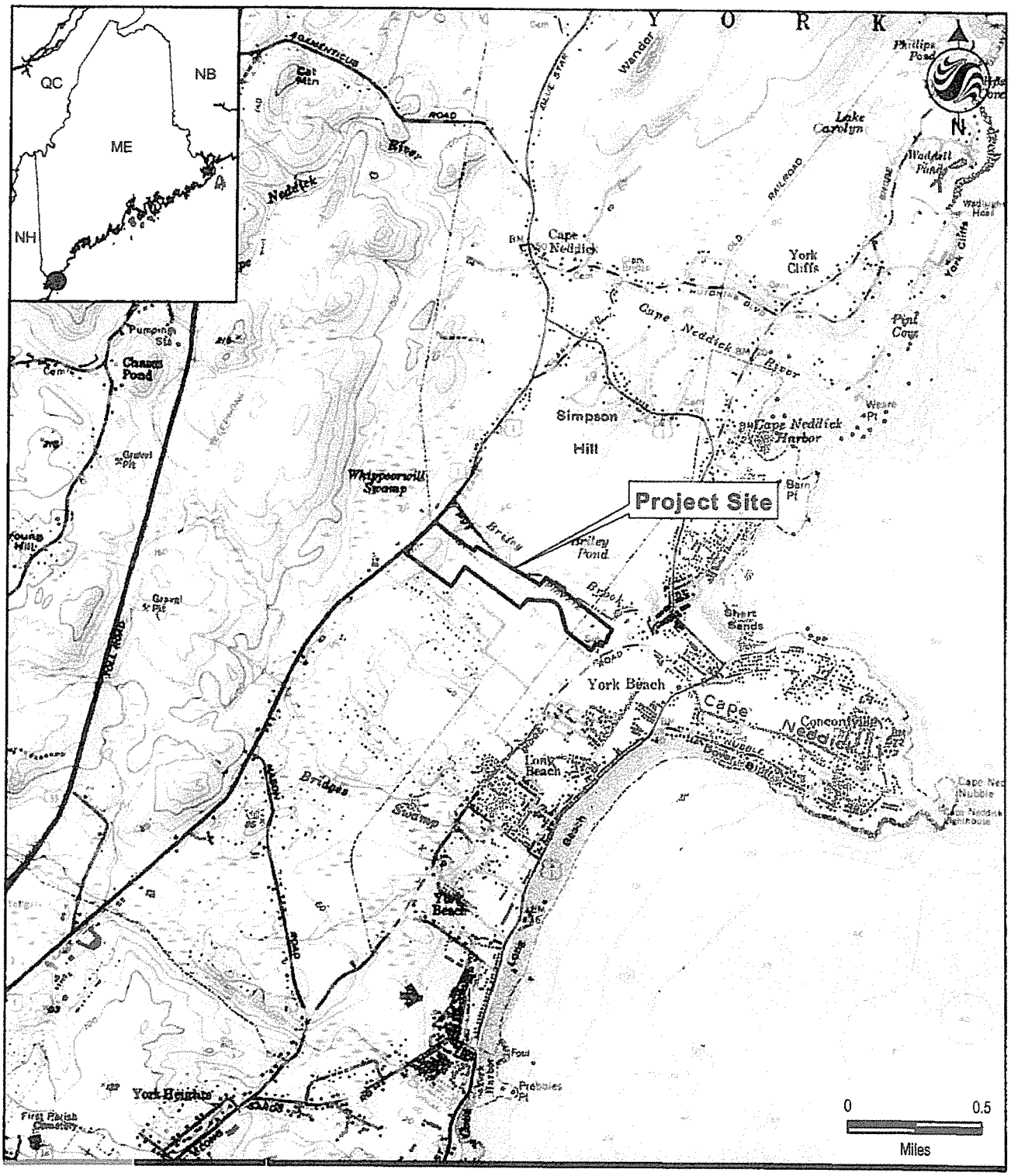


**Photo 12**. Vernal Pool 07KW in Wetland 3.
Stantec Consulting, April 25, 2008.

# APPENDIX B
# FIGURES




195600823


**Stantec Consulting Services Inc.**
30 Park Drive
Topsham, ME USA
04086
Phone (207) 729-1199
Fax: (207) 729-2715
www.stantec.com


Stantec

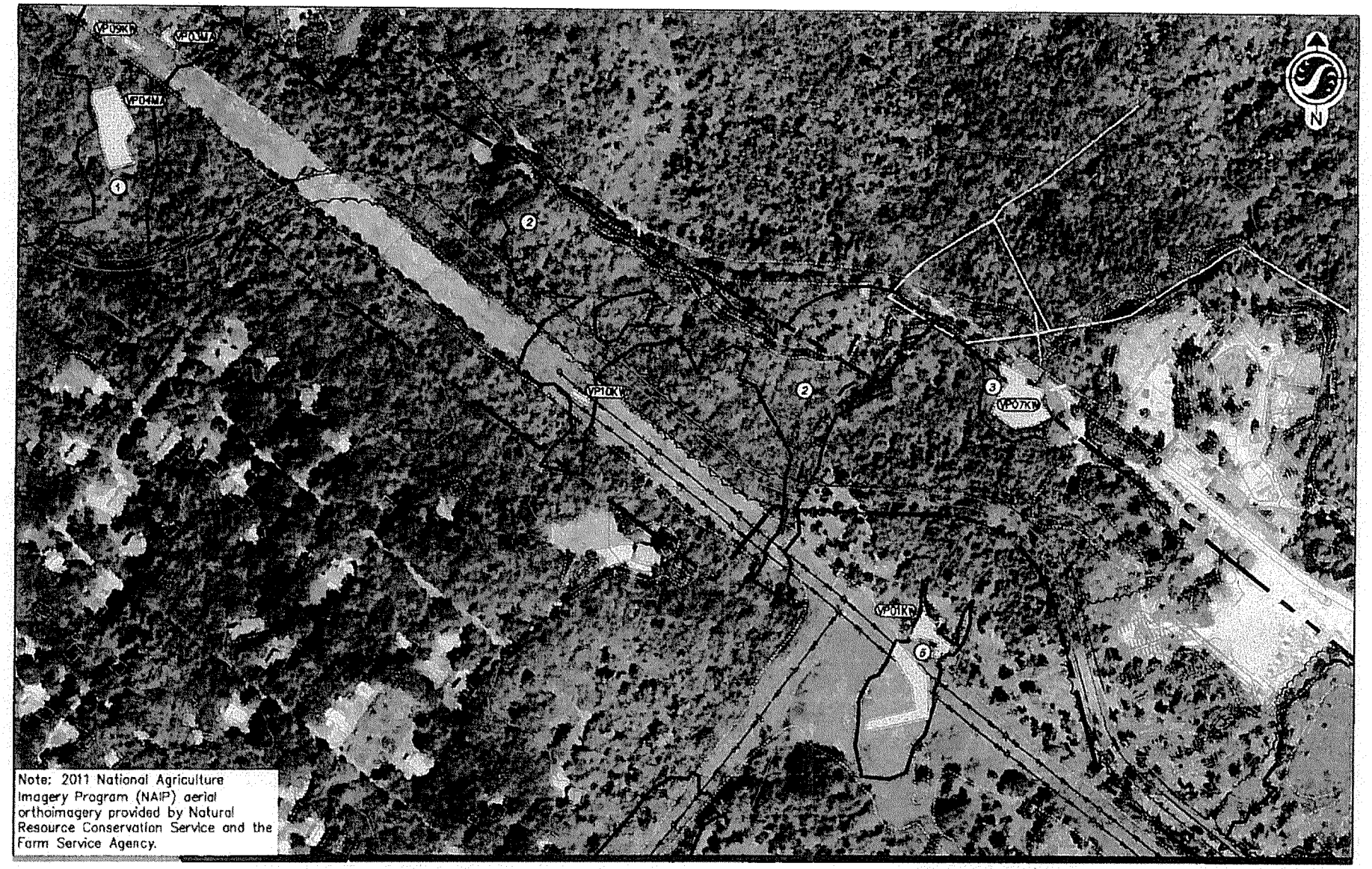
FILENAME.mxd

**Client/Project**
SMRT
York Police Station
York, Maine

Figure No.
1

Title
**Project Site**

September 4, 2012




Note: 2011 National Agriculture Imagery Program (NAIP) aerial orthoimagery provided by Natural Resource Conservation Service and the Farm Service Agency.


Stantec Consulting Services Inc.
30 Park Drive
Topsham ME U.S.A.
04086
Tel. 207.729.1199
Fax 207.729.2715
www.stantec.com


**Legend**

- (2) Wetland Identified by Stantec
- (VP01KP) Vernal Pool Identified by Stantec
- MDEP stream identified by Stantec
- Proposed Developments (Road and Police Station)

0 300
FEET

Client/Project 195600823

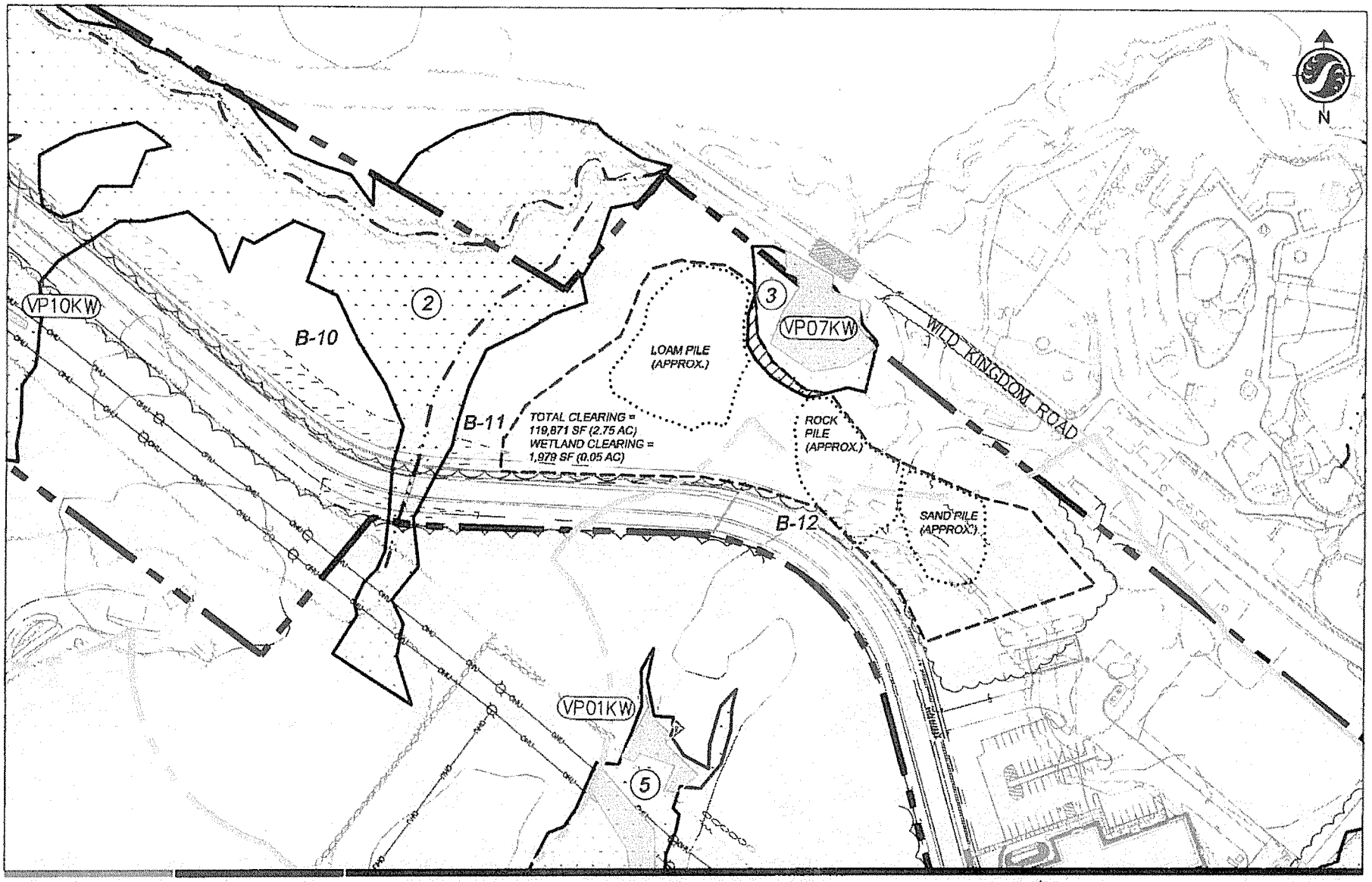
York Police Station, York ME
Buffer Restoration Plan

Figure No.
2

Title
**Pre-Disturbance Conditions**

October 3, 2012

York-Police-Sta-Restoration_Plan_10-3-12.dwg





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www.stantec.com


Legend

- (2) Wetland Identified by Stantec
- (VP01KW) Vernal Pool Identified by Stantec
- MDEP stream identified by Stantec
- Mixed-Use Shoreland Zone (Town of York)
- B-12 Stormwater Buffer Easement
- Altered Area (GPS by Stantec, Aug 2012)
- Wetland Clearing

0 150
FEET

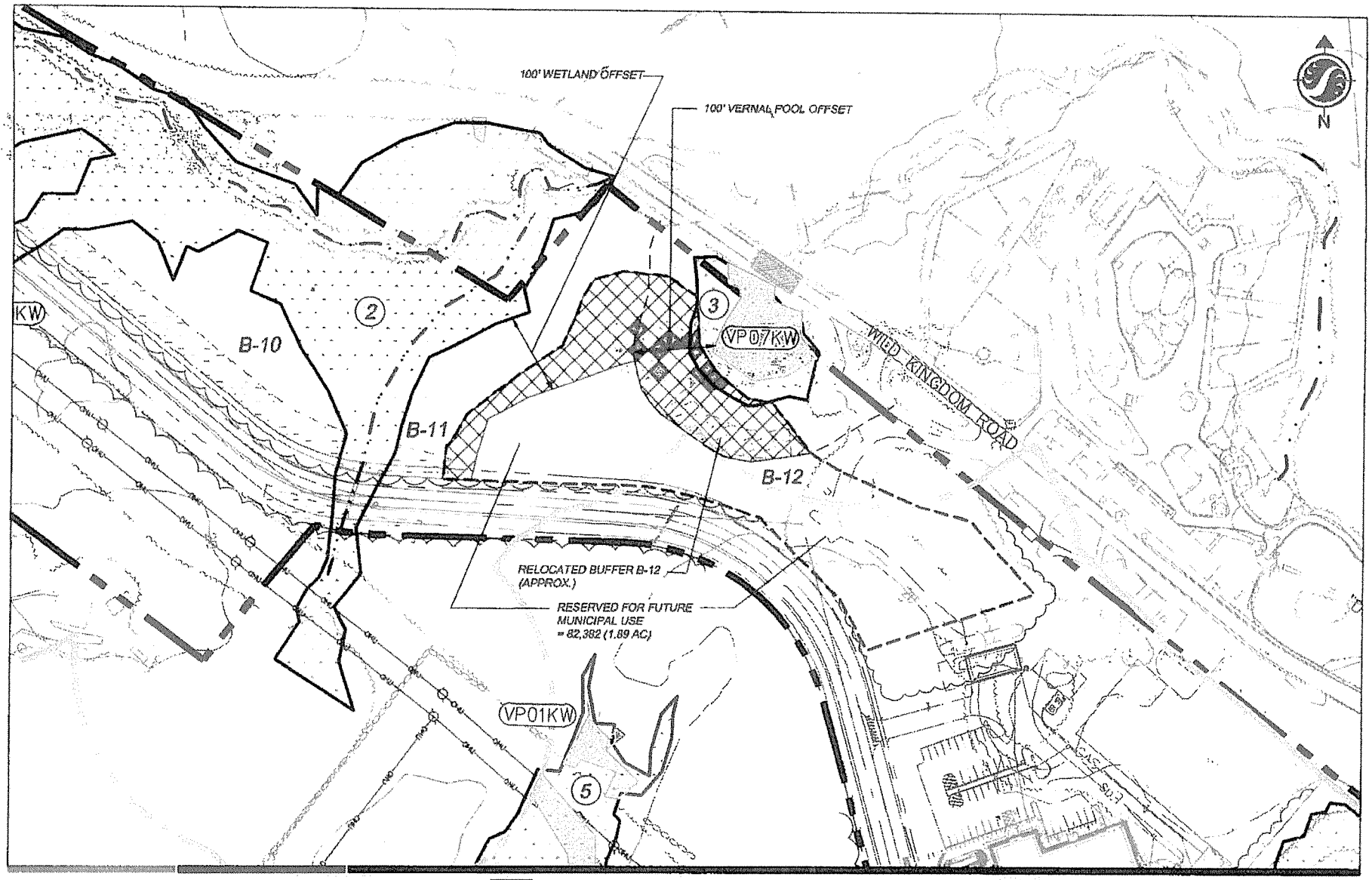
Client/Project 195600823

York Police Station, York ME
Buffer Restoration Plan

Figure No.
3

Title
Altered Vernal Pool Buffer and Stormwater Buffers B-11 and B-12
October 3, 2012

York-Police-Sta-Restoration_Plan_10-3-12.dwg

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Fax. 207.729.2715
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Legend

- (2) Wetland Identified by Stantec
- VP01KW Vernal Pool Identified by Stantec
- MDEP stream Identified by Stantec
- Mixed-Use Shoreland Zone (Town of York)
- B-12 Stormwater Buffer Easement
- Altered Area = 119,871 SF (2.75 AC)
- Proposed Wetland Restoration = 1,979 SF (0.05 AC)
- Proposed Primary Buffer Restoration = 37,490 SF (0.86 AC)

0 150 FEET

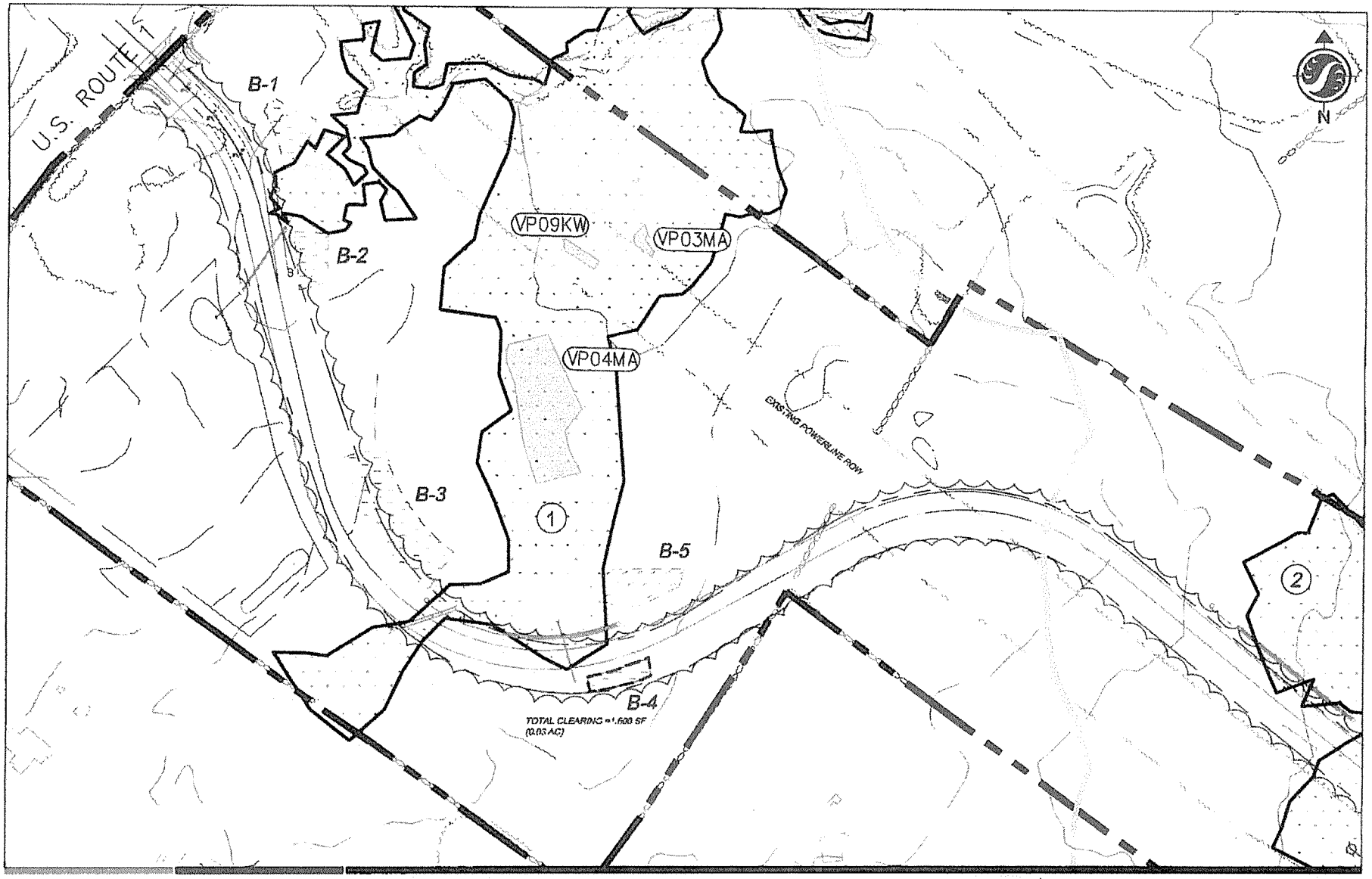
Client/Project 195600823

York Police Station, York ME
Buffer Restoration Plan

Figure No.
4

Title
Primary Buffer Restoration Area
Wetland 3 and Buffers B-11 & B-12 Area
October 22, 2012

York-Police-Sta-Restoration_Plan_10-22-12.dwg





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Fax. 207.729.2715
www.stantec.com


Legend

- Wetland Identified by Stantec
- VP01KW Vernal Pool Identified by Stantec
- MDEP stream identified by Stantec
- Mixed-Use Shoreland Zone (Town of York)
- B-12 Stormwater Buffer Easement
- Altered Area (To Be Replanted)

* Not all Legend items appear on map.

0 150 FEET

Client/Project

York Police Station, York ME
Buffer Restoration Plan

Figure No.
5

Title
Stormwater Buffer B-4 Restoration Area
Altered Area to Be Re-Planted
October 22, 2012

195600823

York-Police-Sta-Restoration_Plan_10-22-12.dwg

# APPENDIX C
# INVASIVE SPECIES CONTROL PLAN

The approach to controlling invasive plants in the vernal pool and stormwater buffers and wetland restoration area will focus on limiting the establishment of invasive species that could encroach from nearby areas. There are existing invasive plants, in particular alder-buckthorn (*Frangula alnus*), present in the surrounding area. The overall approach, therefore, will be to limit the extent of invasive plants and attempt to keep them from dominating the sites, suppressing the growth of planted trees and shrubs, or forming large (i.e., over 500 square feet in area) contiguous, monotypic stands that significantly affect species diversity and habitat functions and values.

Target Species

Invasive species are currently found in nearby areas, including alder-buckthorn, purple loosestrife (*Lythrum salicaria*), oriental bittersweet (*Celastrus orbiculata*), Japanese barberry (*Berberis thunbergii*), common reed (*Phragmites australis*), Morrow's honeysuckle (*Lonicera morrowii*), and multiflora rose (*Rosa multiflora*). Each of these species poses a moderate to high risk of colonization into the restored areas.

Passive Controls

Passive invasive species control focuses on preventing and limiting the initial introduction of invasive species into the restored areas. The following measures will be implemented to prevent or limit the introduction of invasive species into the restored areas.

- Exposed soil surfaces will be seeded with the prescribed mixes and mulched with weed free straw as soon as possible following final grading. If hydroseeded, fiber mulch will be applied by the hydroseeder, which may require supplemental straw mulch to thoroughly cover the exposed soil. Straw mulch will be applied at a rate of up to 2 bales per 1,000 square feet or as needed to cover the soil.
- If seeding cannot occur immediately following final grading due to seasonal constraints, the exposed soil will be temporarily mulched with straw until seeding occurs.
- Bark mulch with a three-foot diameter will be installed at the base of each installed plant and maintained to reduce competition by invasive species and other weeds.
- The planting plan has been designed to restore upland forested habitat over time. Shade-intolerant species will not be able to persist under the shaded conditions of the forested uplands, and this will be one of the primary means of controlling these species over the long term. However, it is expected that it will take several years (i.e., 10 years or more) for the re-planted areas to develop sufficient canopy and shading to limit these species. In that interim, active methods (as described below) may be implemented to control invasive species and limit competition with the planted trees and shrubs.

Active Controls

Active invasive species controls may need to be implemented within the restoration sites to control invasive plant species that are able to become established following construction. Active invasive control, if needed, will generally begin after restoration and continue through the monitoring period. Active measures may include the following.

- Prior to or shortly after plant installation, invasive plants identified within the upland buffer and wetland restoration areas will be controlled. Small, individual plants will be manually pulled or dug from the ground. Limited herbicide treatments using Rodeo® (active ingredient: glyphosate), a non-selective, systemic herbicide, may be employed on larger individual plants, particularly mature plants capable of producing fruit. As needed, these control methods also will be employed on an annual basis during the monitoring period.
- Within the restoration areas, annual monitoring will be conducted to assess the presence and abundance of invasive species. The course of action will depend primarily on the species present and the abundance. In general, removal by hand and proper disposal will be utilized for small, localized patches or individual plants.

MEMO

TO: Bryan Emerson, Stantec
FROM: Robert G. Yandow, York Town Manager
DATE: April 16, 2013
RE: Proposal for Use in Un-Restored Buffer Area

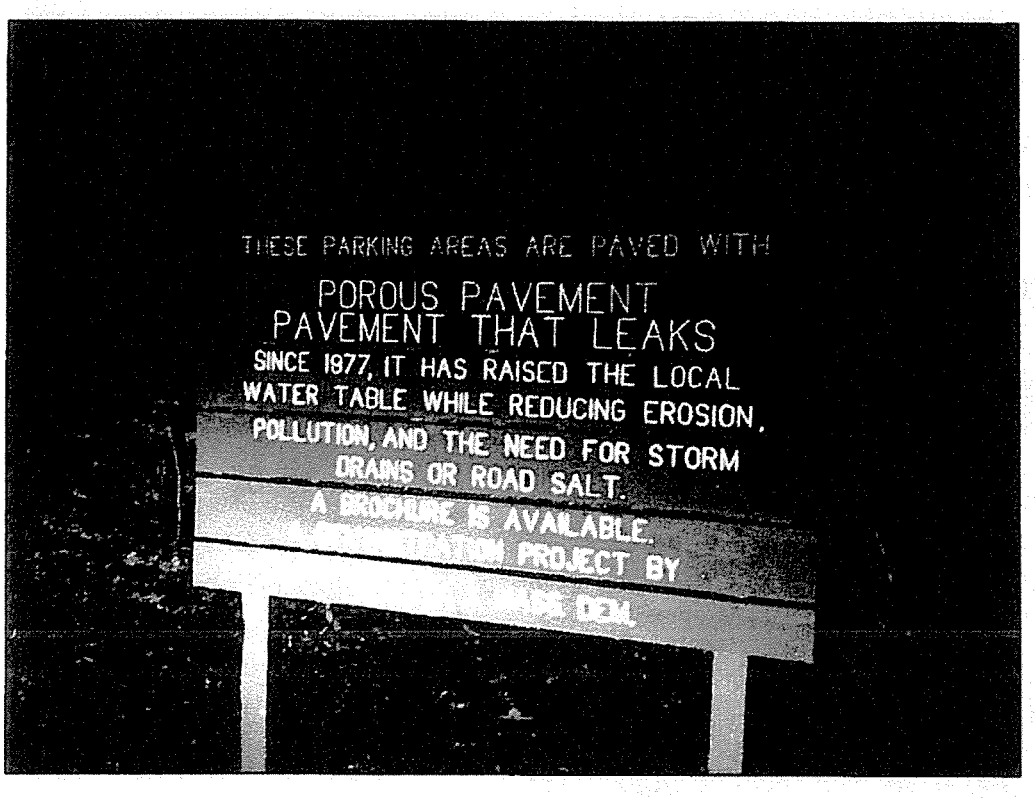
**Background**

The area in question is roughly an acre in size, more or less. The shape is irregular, but could be described generally as a bowtie shape, narrower in the middle than on each end. The entire area is upland. Roughly half falls within the Mixed Use Subdistrict of the Shoreland Overlay District. The Comprehensive Plan policies for the Green Enterprise Recreation Overlay District are applicable. This is Future Land Use Area #22.

**Proposal**

As a starting point, I propose the Town develop a **multi-purpose, green-tourism facility** at this site. The following would apply:

- Information kiosk/booth. Dual purpose. First, this site would offer tourist information. The new road will likely become the main access road into the York Beach area for tourists, so this is a location-specific opportunity. It wouldn't function as well anywhere else. Second, this would offer information about green recreation and green tourism. This site is located in York's new Green Recreation Enterprise District, which is all about advocating for lower-impact, more sustainable tourism and recreation. This facility should become a focal point in this effort, and again, it wouldn't be as effective if located elsewhere. This facility should also highlight the site's LID design features. Spreading this gospel will be increasingly important because York will be included in MS4 starting next July 1st. In fact this site could be a significant component of the Town's response to the MS4-mandated minimum control measures. Wetland and vernal pool education might also be a possible focal point, too, as the site would also be able to safely accommodate school busses.
  The following is a photo of a sign of similar nature to that envisioned here. It is located in the parking lot at Walden Pond State Reservation.




- Car Parking. There could be room for one to two dozen vehicles. Perhaps half could be designated for short-term parking - by the information kiosks/booth so people can get out to stretch their legs and get oriented. The remaining spaces would be the on-site parking associated with the open space use of this property. These would therefore allow longer duration parking and be available for anyone using the trails and paths on this property. An 8′ wide mixed-use path will be constructed along the new connector road, which is envisioned as the first link in a walking/biking path leading from York Beach to Mount Agamenticus. There will also be a trail network in the new Town parklands along either side of the connector road. Note that these parking areas should be designed to become wooded over time after development. This shouldn't end up as a big hot parking lot in the summer – it should be shady, with ample full-size trees integrated into the design.

- Bus and Trolley Interface. There should be off-street space created for busses and trolleys to drop off and pick up passengers. In the long term, this could facilitate longer-distance bussing in to York Beach for tourists (as an alternative

to each driving their own car), with trolley's picking up the passengers for delivery to the village, or one of the beaches. Tour busses might also be able to use this as an intermediate stop, coordinating with local trolleys for shorter-duration visits. A shelter of some sort for waiting passengers would be advisable. Parking for a few busses or trolleys might be useful. For the trolleys to maintain consistent schedules, this interchange point needs to be relatively close to the destination points – the beaches. Locating this at a remote point on Route One would be far less functional.

- Low Impact Design (LID) features. Porous asphalt and porous concrete throughout – because this would be a great high-profile public demonstration project. Water quality treatment after leaving the subsurface storage would require another method, perhaps artificial wetlands or some sort of vegetative filter. Without knowing the specific water quality issues to be addressed, this is a complete guess up front. LID can be used to address suspended solids, hydrocarbons, metals, nitrogen and phosphorous and specific measures address each differently.

**Reasons**

I have based my recommendations on our Comprehensive Plan. In particular, the following 4 Comprehensive Plan Recommendations relating to Future Land Use Area #22 are of greatest significance:

#7 The Town should pursue transportation and parking solutions that ensure safe pedestrian access and movement, including safe paths and roads for all users, ADA compliant sidewalks, multi-modal transportation options, and new parking programs that ease York Beach's current parking constraints. The purchase of Town property in a portion of the study area provides the opportunity to create parking for downtown York Beach; ideally the cost of creating and maintaining new parking would be self-sustaining.

#10 Expanded development in this area cannot be allowed to negatively impact the health of the beaches. To that end, all development should have Low Impact Development standards in place that ensure that the quantity of additional stormwater runoff is kept to a minimum and that stormwater quality is not impaired.

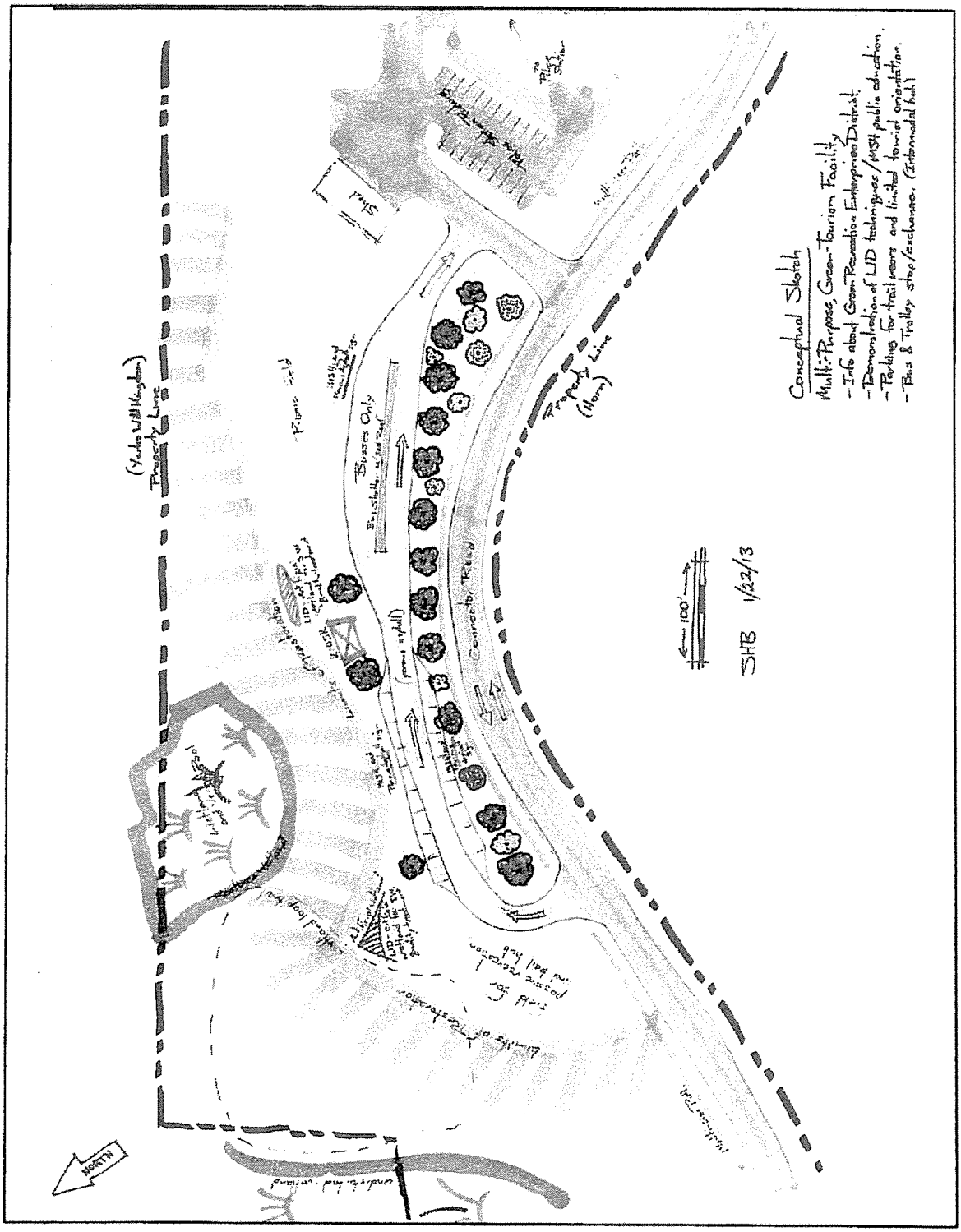
#12 The creation of the Green Enterprise Recreation District provides an opportunity to define and promote green recreation, eco-tourism, and a vision of sustainable tourism based around the natural beauty of York. Promoting green recreation should be prominent in all Zoning changes and land management plans for this area.

#13 New development proposals, public and private, should be reviewed keeping in mind the feedback received from the public of the need for more amenities to families vacationing in York Beach, providing seating, shade, bathrooms, and other facilities to make trips to York Beach more convenient and welcoming for visitors.

**Why Not Another Location?**

The question has been raised, why here? Why not locate these improvements elsewhere? Simple. The proposal represents a mix of uses – providing on-site parking for trail users, providing general and site-specific information for tourists, and providing a place for the exchange of people from long-route busses to local trolleys. These uses are location-dependent and this site makes sense. But why not locate these uses up on the Route One corridor?

The Comprehensive Plan calls for a new route to bring tourists to York's beaches. There are a multitude of references to this goal (see specifically: policy 2.4.7; and write-ups in the future land use policies for York Beach, York Harbor, York Village, York Street, and the Route One Corridor). The intent is to pull tourist traffic away from the local road network and direct it efficiently to the place visitors are heading – the beaches. This improves quality of life for residents, reduces local traffic congestion, saves gas, and improves air quality – good stuff. So we have this new route to the beach and we will be directing visitors to it. Most will enter York via I-95 and will access Route One at Spur Road. Between this interchange and the Blinn House at entrance to this site, there are 6 vacant or underutilized sites on the easterly side of Route One (731, 965, 975, 985, and 995 US Route One, and 170 Rogers Road). The eastern side of Route One is optimal because we wouldn't want to force people to cross traffic twice on Route One to access these facilities. There are significant constraints on each of these lots, typically wetlands or shoreland setbacks or overall size, and none are owned by the Town so they would need to be purchased. The area where these improvements are proposed are appropriate to the location, and are already owned by the Town.


Conceptual Sketch
Multi-Purpose, Green-Tourism Facility
- Info about Green Recreation Enterprises District.
- Demonstration of LID techniques/MSH public education.
- Parking for trailers and limited tourist orientation.
- Bus & Trolley stop/exchange. (Intermodal hub)
SHB 1/22/13
100'
Property Line
(Home)
Property Line
(Yerba Wild Kingdom)
Connector Road
Busses Only
Picnic Field
Shed
NORTH

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 31, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Redemption Request: Tax Map 0096, Lot 0134-D – 20 Triple Oaks Road | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** To allow the redemption of Tax Map 0096, Lot 0134-D – 20 Triple Oaks Road

**PROPOSED MOTION:** I move to approve the redemption of Tax Map 0096, Lot 0134-D – 20 Triple Oaks Road, as requested, subject to the attached conditions being met and that all taxes, interest and administrative costs are paid in full by no later than August 23, 2013.

**Discussion:** Please see attached Memo and documents for details.

**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

186 York Street
York, Maine 03909-1314

May 31, 2013

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

Rose Law LLC
Attn: Wendy Moulton Starkey, Esq
15 Woodbridge Road
York, Maine 03909

RE: **Tax Foreclosure Redemption**

- Map 0096 Lot 0134-D – 20 Triple Oaks Road

Dear Wendy:

Please note I am in receipt of your letter dated April 4, 2013 noting your request to redeem the above property.

I am currently processing your redemption request with intent to schedule it to be heard before the York Board of Selectmen at an upcoming meeting either on June 10 or June 24, 2013. I will send you a letter to confirm this date the week prior to the meeting.

The Finance Director provided the attached outstanding taxes due the Town totaling **$1,718.17** which includes a $200 administrative fee involved in the foreclosure disposition process. Please note this figure may have added interest applied depending on the date of payment. The Board of Selectmen customarily approves a redemption request to be paid in full by **60-days** from the approval/meeting date. If you feel you need additional time, please provide to me in writing the exact amounts with exact dates for which you intend to make these payments.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Melissa M Avery

Melissa M. Avery
Assistant to the Town Manager
186 York Street
York, Maine 03909
(207)363-1000
mmavery@yorkmaine.org

TO: Board of Selectman
FROM: Melissa M. Avery
DATE: May 31, 2013
RE: Tax Foreclosure Redemption: Map 0096-Lot 0134-D; 20 Triple Oaks Road

David Moulton, former property owner of property identified as Tax Map 0096, Lot 0134-D, located at 20 Triple Oaks Road in York, Maine, request to redeem this property for which the Town has a tax lien for Fiscal Years 2011 and 2012. The Town foreclosed on this property as of January 18, 2013 for non-payment of the FY2011 tax lien.

We are recommending to the Selectman that David Moulton be allowed to redeem this property providing the following conditions are met:

***Condition #1*** – David Moulton pay all current taxes, interest and lien costs owed, which totals $1,518.17 as of August 23, 2013.

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

***Condition #3*** – David Moulton shall pay in full, to the Town of York, all current taxes, interest, administrative costs and lien costs, which total **$1,718.17** by no later than **August 23, 2013**. (Please note that this figure will have additional interest due on the date payment is made if after that date)

## Parcel Information

**Map-Lot**
0096-0134-D

**Owner(s)**
David Moulton

**Party Requesting Redemption**
Wendy Starkey; Rose Law LLC

**Size of Lot**
2.03 Acres

**Assessed Value**
$57,800

**Description of Foreclosure Action**
The Town has filed a tax lien on this property for the Fiscal Years 2011 and 2012; The FY2011 lien matured and was foreclosed on January 18, 2013

**Taxes Owed**
The total amount of taxes, interest and lien costs owed is $1,518.17 as of August 23, 2013; which breaks down as follows:

| | |
|---|---|
| FY2011 | $593.91 |
| FY2012 | $489.46 |
| FY2013 | $434.80 |

Summary | Detail | Notes | Payment Plan

Access

- (•) Tax Map # 0096 0134 D
- ( ) Linked to Tax Map # 0096 0134 D
- ( ) Parcels Linked to Tax Map # 0096 0134 D
- ( ) MOULTON DAVID
- ( ) Linked to MOULTON DAVID

Filters

Year

Sub System

[x] Active A/R

[ ] Hide zero balance

Late Charges

As of Date 8/23/2013

[x] Display

[x] Keep Setting

Daily Interest Amount $0.25

| Year id | Sub System | Bill Number | Billed | Adjusted Bill | Interest | Fee | Paid | Balance Due | Late Charges | Total Due | 1st Due | 2nd D |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2013 | Real Property Tax | RE6722 | $404.35 | $9.99 | | | | $414.34 | $20.46 | $434.80 | $207.18 | $207 |
| 2012 | Tax Title | RE6723 | $459.62 | | | | | $459.62 | $29.84 | $489.46 | $459.62 | |
| 2011 | Tax Title | RE6744 | $519.44 | | | $8.75 | | $528.19 | $65.72 | $593.91 | $528.19 | |
| 2009 | Tax Title | TT119090 | $469.17 | | $119.86 | | $589.03 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2005 | Tax Title | TT70260 | $490.88 | | $74.19 | $5.00 | $570.07 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2004 | Tax Title | TT70259 | $408.35 | | $53.49 | | $461.84 | $0.00 | $0.00 | $0.00 | $0.00 | |
| | | | $2,751.81 | | $247.54 | $13.75 | $1,620.94 | $1,402.15 | $116.02 | $1,518.17 | $1,194.99 | $207 |

Refresh | Search

# Town of York

## Tax Map # 0096 0134 D

**Parcel Id 10508**
**20 TRIPLE OAKS ROAD**
**YORK TOWN OF Since Jan 2013**
**186 YORK STREET**
**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1300 RES ACLNDV | **Property Type** | 1 Residential |
| **Tax Code** | 13709 13709 | **Size Total** | 2.03 Acres |
| **FY** | 2013 | | |

## Tax Assessment

### CURRENT YEAR INFO 2013

| Land Value | Improvements | Total Value | Tax Rate | True Taxes | Total Taxes |
|---|---|---|---|---|---|
| $41,600 | $0 | $41,600 | 9.96000 | $414.34 | $414.34 |

### PRIOR YEAR INFO 2012

| Land Value | Improvements | Total Value | Total Taxes |
|---|---|---|---|
| $41,600 | $0 | $41,600 | $388.96 |

## A/R Inquiry

TT (Posted) 11/28/2012

**Bill Number** 2013 RE6722 — **Sub System** Real Property Tax

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $202.18 | $5.00 | | | | | | | $207.18 |
| 2 nd | $202.17 | $4.99 | | | | | | | $207.16 |
| | **$404.35** | **$9.99** | | | | | | | **$414.34** |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$11.40** |
| | | | | | | | | **Total Due:** | **$425.74** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/21/2012 | 1 st | Billed | $202.18 | $202.18 | | Posted |
| 8/21/2012 | 2 nd | Billed | $202.17 | $404.35 | $404.35 | Posted |
| 11/28/2012 | 1 st | Adjusted Bill | $5.00 | $409.35 | | Posted |
| 11/28/2012 | 2 nd | Adjusted Bill | $4.99 | $414.34 | $9.99 | Posted |

## A/R Inquiry

**Bill Number** 2012 RE6723 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $459.62 | | | | | | | | $459.62 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$21.33** |
| | | | | | | | | **Total Due:** | **$480.95** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/19/2012 | | Transferred Principal | $388.96 | $388.96 | | Posted |
| 7/19/2012 | | Transferred Principal | $70.66 | $459.62 | | Posted |

**Bill Number** 2011 RE6744 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $519.44 | | | $8.75 | | | | | $528.19 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$55.96** |
| | | | | | | | | **Total Due:** | **$584.15** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/18/2011 | | Transferred Principal | $446.81 | $446.81 | | Posted |
| 7/18/2011 | | Transferred Principal | $72.63 | $519.44 | | Posted |
| 12/4/2012 | | Fee | $5.75 | $525.19 | | Posted |
| 12/4/2012 | | Fee | $3.00 | $528.19 | | Posted |

# Town of York

## Tax Map # 0096 0134 D

**Parcel Id 10508**
**20 TRIPLE OAKS ROAD**
**YORK TOWN OF Since Jan 2013**
**186 YORK STREET**
**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1300 RES ACLNDV | **Property Type** | 1 Residential |
| **Tax Code** | 13709 13709 | **Size Total** | 2.03 Acres |
| **FY** | 2013 | | |

**Bill Number** 2009 TT119090 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $469.17 | | $119.86 | | | | | $589.03 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/16/2009 | 1 st | Transferred Principal | $469.17 | $469.17 | | Posted |
| 7/16/2009 | 1 st | Transferred (Int./Pen.) | $40.08 | $509.25 | | Posted |
| 7/16/2009 | 1 st | Transferred (Int./Pen.) | $33.48 | $542.73 | | Posted |
| 6/4/2010 | 1 st | Interest | $46.30 | $589.03 | | Posted |
| 6/4/2010 | 1 st | Payment | ($469.17) | $119.86 | | Posted |
| 6/4/2010 | 1 st | Payment | ($33.48) | $86.38 | | Posted |
| 6/4/2010 | 1 st | Payment | ($46.30) | $40.08 | | Posted |
| 6/4/2010 | 1 st | Payment | ($40.08) | $0.00 | | Posted |

**Bill Number** 2005 TT70260 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $490.88 | | $74.19 | $5.00 | | | | $570.07 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/17/2005 | 1 st | Transferred Principal | $490.88 | $490.88 | | Posted |
| 8/17/2005 | 1 st | Transferred (Int./Pen.) | $19.84 | $510.72 | | Posted |
| 8/17/2005 | 1 st | Transferred (Int./Pen.) | $22.78 | $533.50 | | Posted |
| 9/17/2005 | 1 st | Fee | $5.00 | $538.50 | | Posted |
| 7/26/2006 | 1 st | Interest | $31.57 | $570.07 | | Posted |
| 7/26/2006 | 1 st | Payment | ($490.88) | $79.19 | | Posted |
| 7/26/2006 | 1 st | Payment | ($22.78) | $56.41 | | Posted |
| 7/26/2006 | 1 st | Payment | ($31.57) | $24.84 | | Posted |
| 7/26/2006 | 1 st | Payment | ($24.84) | $0.00 | | Posted |

**Bill Number** 2004 TT70259 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $408.35 | | $53.49 | | | | | $461.84 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/18/2004 | 1 st | Interest | $0.71 | $0.71 | | Posted |
| 8/18/2004 | 1 st | Transferred Principal | $408.35 | $409.06 | | Posted |
| 8/18/2004 | 1 st | Transferred (Int./Pen.) | $33.42 | $442.48 | | Posted |
| 8/18/2004 | 1 st | Transferred (Int./Pen.) | $19.36 | $461.84 | | Posted |
| 8/18/2004 | 1 st | Payment | ($408.35) | $53.49 | | Posted |
| 8/18/2004 | 1 st | Payment | ($19.36) | $34.13 | | Posted |
| 8/18/2004 | 1 st | Payment | ($0.71) | $33.42 | | Posted |
| 8/18/2004 | 1 st | Payment | ($33.42) | $0.00 | | Posted |

| | |
|---|---|
| **Balance:** | **$987.81** |
| **5/1/2013 - Total Late Charges:** | **$77.29** |
| **Total Due:** | **$1,065.10** |

Doc# 2011027637
Bk 16128 Pg 852
Received York SS
07/18/2011 1:19PM
Debra L. Anderson
Register of Deeds

# TAX COLLECTOR'S LIEN CERTIFICATE
## STATE OF MAINE

I, Mary-Anne Szeniawski, Tax Collector of the municipality of York, Maine, in the county of York, said taxes having been duly and legally committed to me on the Tuesday, August 17, 2010, hereby certify that a tax of $455.40, duly and legally assessed to Real Estate in said municipality as assessed against:

MOULTON DAVID
4 MOULTON FARM LANE
CAPE NEDDICK ME 03902

As owner/s thereof, and described as follows:

Map Lot: 0096 0134 D
Account: RE
Book: 12140 Page: 226
Location: 20 TRIPLE OAKS ROAD

AR_ID: 142447

* The above maps being on file at the York Town Hall, 186 York Street, York, Maine 03909, as of this date*

Together with Interest of $19.45 which has been added to and has become part of said tax, a total of $474.85 remains unpaid; that a lien is claimed on said Real Estate, above described, to secure the payment of the said tax; that a demand for payment of said tax has been made of the said MOULTON DAVID and sending certified mail, return receipt requested, to the last known address on the Wednesday, June 15, 2011, a notice in writing signed by me stating the amount of said tax, describing the Real Estate on which said tax is assessed, alleging that a lien is claimed on said Real Estate to secure the payment of said tax, and of said notice, in accordance with the provisions of Title 36, M.R.S.A., sections of 942 and 943 as amended.

Mary-Anne Szeniawski
Tax Collector
York, Maine

| | |
|---|---|
| Additional Costs ..... | $ 13.00 |
| Recording and Discharging Lien..... | $ 26.00 |
| Certified Mail - Return Receipt Requested..... | $ 5.59 |
| Total Additional Costs ..... | $ 44.59 |

Total Due: $ 519.44

York, ss
State of Maine
Monday, July 18, 2011

Then personally appeared the above subscribed Mary-Anne Szeniawski, Tax Collector, and acknowledged the forgoing instrument to be her free act and deed in her said capacity.

Melissa A. Avery
Notary Public
Commission Expires December 29, 2012

Doc# 2012031408
Bk 16369 Pg 111
Received York SS
07/19/2012 11:46AM
Debra L. Anderson
Register of Deeds

# TAX COLLECTOR'S LIEN CERTIFICATE
## STATE OF MAINE

I, Mary-Anne Szeniawski, Tax Collector of the municipality of York, Maine, in the county of York, said taxes having been duly and legally committed to me on the Tuesday, August 16, 2011, hereby certify that a tax of $397.71, duly and legally assessed to Real Estate in said municipality as assessed against:

MOULTON DAVID
4 MOULTON FARM LANE
CAPE NEDDICK ME 03902

As owner/s thereof, and described as follows:

Map Lot: 0096 0134 D
Account: RE
Book: 12140 Page: 226
Location: 20 TRIPLE OAKS ROAD

* The above maps being on file at the York Town Hall, 186 York Street, York, Maine 03909, as of this date*

Together with Interest of $17.16 which has been added to and has become part of said tax, a total of $414.87 remains unpaid; that a lien is claimed on said Real Estate, above described, to secure the payment of the said tax; that a demand for payment of said tax has been made of the said MOULTON DAVID and sending certified mail, return receipt requested, to the last known address on the Monday, June 18, 2012, a notice in writing signed by me stating the amount of said tax, describing the Real Estate on which said tax is assessed, alleging that a lien is claimed on said Real Estate to secure the payment of said tax, and of said notice, in accordance with the provisions of Title 36, M.R.S.A., sections of 942 and 943 as amended.

Mary-Anne Szeniawski

Mary-Anne Szeniawski
Tax Collector
York, Maine

| | | | |
|---|---|---|---|
| Additional Costs | $ 13.00 | | |
| Recording and Discharging Lien | $ 26.00 | | |
| Certified Mail - Return Receipt Requested | $ 5.75 | | |
| Total Additional Costs | $ 44.75 | Total Due: | $ 459.62 |

York, ss
State of Maine
Thursday, July 19, 2012

Then personally appeared the above subscribed Mary-Anne Szeniawski, Tax Collector, and acknowledged the forgoing instrument to be her free act and deed in her said capacity.

Melissa A Avery

Melissa A. Avery
Notary Public
Commission Expires December 29, 2012

**STATE OF MAINE**
**NOTICE OF IMPENDING AUTOMATIC FORECLOSURE**
Title 36, MRSA Section 943

***IMPORTANT: DO NOT DISREGARD THIS NOTICE. YOU WILL LOSE YOUR PROPERTY UNLESS YOU PAY YOUR REAL ESTATE LIEN, INTEREST AND COSTS.***

MOULTON DAVID
4 MOULTON FARM LANE
CAPE NEDDICK ME 03902

December 04, 2012

MAP: 0096 0134 D

Account No. RE

LOCATION: 20 TRIPLE OAKS ROAD

AR_ID: 171476

You are the party named on a Real Estate Lien certificate filed July 18, 2011 and recorded in York County Registry of Deeds, Book 12140 , Page 226. This filing has created a Real Estate lien Mortgage on the real estate described therein.

On , 1/18/2013 the Real Estate lien mortgage will be foreclosed and your right to recover your property by paying the taxes, interest and costs that are owed will expire.

IF THE REAL ESTATE LIEN FORECLOSES,
THE TOWN OF YORK WILL
OWN YOUR PROPERTY

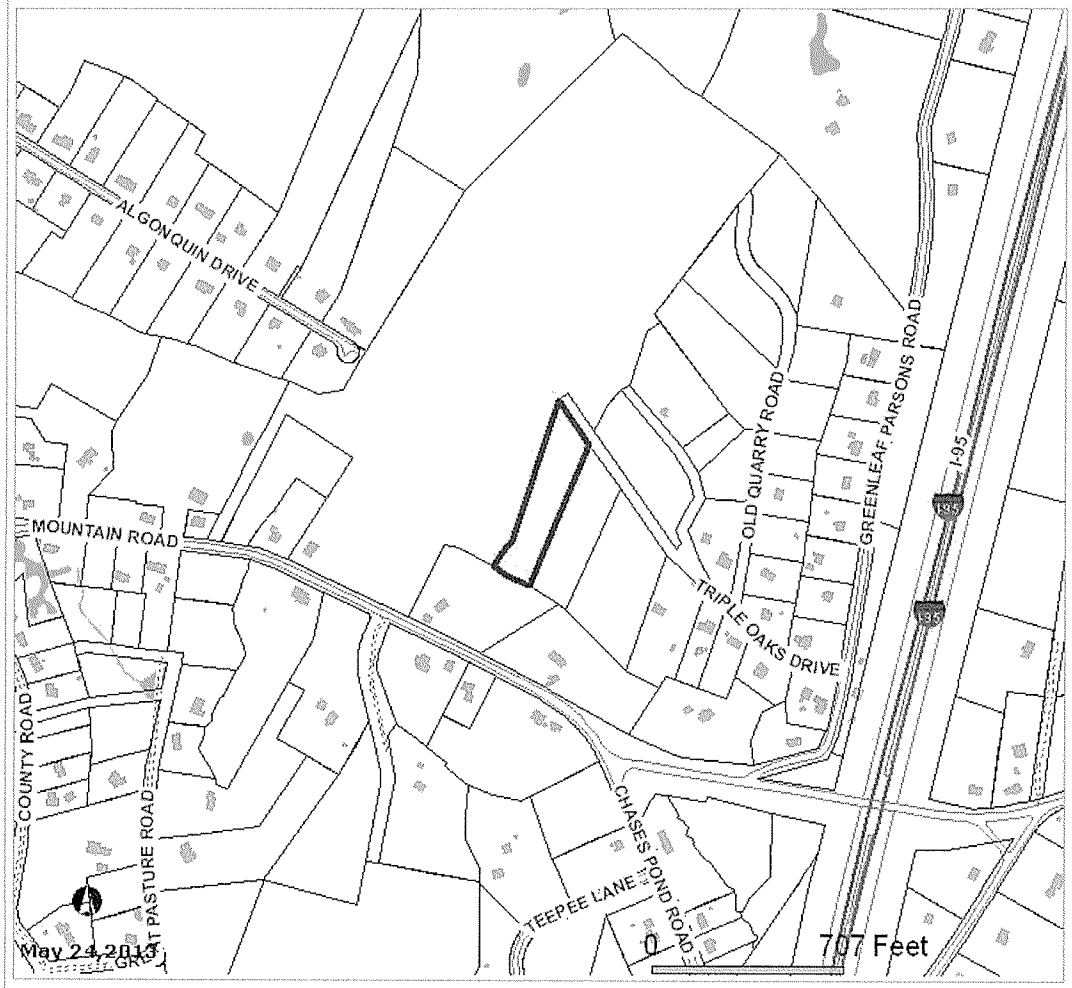
If you cannot pay the property taxes you owe, please contact 207-363-1004 to discuss this notice.

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

Tracy Roy, Deputy Treasurer
Town of York
December 04, 2012

*Amount Due*

| | |
|---|---|
| Lien Amount | $519.44 |
| Lien Cost | $0.00 |
| Interest | $43.27 |
| Fee | $3.00 |
| Cert Mail Fee | $5.75 |
| Total Due | $571.46 |




***GIS Map Print***

20 Triple Oaks Road

**Subject Property Data**

| | |
|---|---|
| Parcel ID | 225-140 |
| Old Parcel ID | 0096-0134-D |
| Owner Name | YORK TOWN OF |
| Prop Location | 20 TRIPLE OAKS ROAD |
| Co-Owner | |
| Owner Addr | 186 YORK STREET |
| Owner City | YORK, ME 03909 |
| Land Area (Acres) | 2.03000459 |
| Land Value | 57800 |
| Building Value | 0 |
| Total Value | 57800 |

**Disclaimer**

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

Wendy Moulton Starkey, Esq.
wendy@RoseLawMaine.com

Phone: (207) 251-4535
Fax: (207) 251-4947

Rose Law, LLC

15 Woodbridge Road
York, ME 03909

April 4, 2013

Hon. Mary Andrews
Chair, Board of Selectman
Town of York
141 York Street,
York, ME 03909

RE: 20 Triple Oaks Road Parcel 225-140
4 Trafton Mill Road, Parcel 225-149

Dear Madame Chairman:

For your consideration, I request that the above captioned property be considered for conveyance back to the former record titleholder(s), upon your approval of full payment of the liens.

Upon notification that this matter can be scheduled for the next available public hearing, I shall appear.

Thank you for your consideration and please notify me if you have questions or concerns.

Cordially yours,

Rose Law, LLC

Wendy Moulton Starkey

WMS/aey

## Melissa M. Avery

**From:** Stephen H. Burns
**Sent:** Tuesday, May 28, 2013 10:36 AM
**To:** Melissa M. Avery
**Subject:** RE: Redemptions

**Follow Up Flag:** Follow up
**Flag Status:** Flagged

Missy,

I no longer have any code enforcement concerns with redemption of the property at 4 Trafton Mill Road.

Thanks.

Steve

Stephen H. Burns
Community Development Director

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 7, 2013 2:47 PM
**To:** Stephen H. Burns
**Subject:** FW: Redemptions

Afternoon!

Any headway on the Roger Norton Redemptions (445 Ridge, 448 Ridge, 26 Walnut, 2 Railroad Ext)? When Jim Nadeau talked with Jennie he has said he expected them to be on the next Selectmen's Agenda, she told him she cant guarantee that happening, and to be honest without Jennie here, I don't know that I'm 100% on what the next step is! I have all the Tax Lien paperwork from Jennie, so I think I just need approvals from you and Mary-Anne and then it goes in front of the Board?

Not a problem if you haven't gotten to it yet, I know things are crazy down there right now ☺
Missy

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street

2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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**Melissa M. Avery**

**From:** Stephen H. Burns
**Sent:** Tuesday, May 07, 2013 3:52 PM
**To:** Melissa M. Avery
**Cc:** Jennie McCann; Mary-Anne Szeniawski; Robert G. Yandow; Amber Harrison
**Subject:** RE: Redemptions

Hi Missy,

From a code enforcement perspective, I'm OK with all but one of the proposed redemptions. The one exception is 4 Trafton Mill Road (Map 0096 Lot 0034). There is a letter in the file from Mark Badger, Assistant CEO, dated 12/20/2001 which flags an illegal subdivision. I have no direct knowledge of the circumstances associated with that letter. I don't know if it was ever resolved. However, my review of the file indicates it remains an open issue. I could be mistaken because CEO record-keeping back then wasn't a strength, but until proven otherwise I recommend the Town retain ownership.

I'm not positive as to your next step in these processes. Probably for the lot in question you can forward my e-mail to the party seeking to redeem the lot and they can make their case with the CEO here today.

Sound good?

Thanks!

Steve

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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 07, 2013 2:47 PM
**To:** Stephen H. Burns
**Subject:** FW: Redemptions

Afternoon!

Any headway on the Roger Norton Redemptions (445 Ridge, 448 Ridge, 26 Walnut, 2 Railroad Ext)? When Jim Nadeau talked with Jennie he has said he expected them to be on the next Selectmen's Agenda, she told him she cant guarantee that happening, and to be honest without Jennie here, I don't know that I'm 100% on what the next step is! I have all the Tax Lien paperwork from Jennie, so I think I just need approvals from you and Mary-Anne and then it goes in front of the Board?

Not a problem if you haven't gotten to it yet, I know things are crazy down there right now ☺
Missy

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 01, 2013 10:29 AM
**To:** Melissa M. Avery; Stephen H. Burns
**Subject:** RE: Redemptions

**Follow Up Flag:** Follow up
**Flag Status:** Flagged

Missy,
The only property that raises a flag to me is the 11 Shore Road, formerly owned by Julie Petrone. I believe she is affiliated with the Rivers/Obrien/LAO properties. Do you know if any of those parties owe the town anything, ie monies for a culvert, signs, building permits and the like? If so, perhaps if there is a tie, those debts could be paid. It might take some digging also and not be worth the while.

*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:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 31, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Redemption Request: Tax Map 0096, Lot 0034 – 4 Trafton Mill Road | |

**TO: BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** To allow the redemption of Tax Map 0096, Lot 0034 – 4 Trafton Mill Road

**PROPOSED MOTION:** I move to approve the redemption of Tax Map 0096, Lot 0034 – 4 Trafton Mill Road, as requested, subject to the attached conditions being met and that all taxes, interest and administrative costs are paid in full by no later than August 23, 2013.

**Discussion:** Please see attached Memo and documents for details.

**FISCAL IMPACT:**

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared By: Melissa 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


May 31, 2013

Rose Law LLC
Attn: Wendy Moulton Starkey, Esq
15 Woodbridge Road
York, Maine 03909

RE: **Tax Foreclosure Redemption**

- Map 0096 Lot 0034 – 4 Trafton Mill Road

Dear Wendy:

Please note I am in receipt of your letter dated April 4, 2013 noting your request to redeem the above property.

I am currently processing your redemption request with intent to schedule it to be heard before the York Board of Selectmen at an upcoming meeting either on June 10 or June 24, 2013. I will send you a letter to confirm this date the week prior to the meeting.

The Finance Director provided the attached outstanding taxes due the Town totaling **$4,627.55** which includes a $200 administrative fee involved in the foreclosure disposition process. Please note this figure may have added interest applied depending on the date of payment. The Board of Selectmen customarily approves a redemption request to be paid in full by **60-days** from the approval/meeting date. If you feel you need additional time, please provide to me in writing the exact amounts with exact dates for which you intend to make these payments.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Melissa M Avery


Melissa M. Avery
Assistant to the Town Manager
186 York Street
York, Maine 03909
(207)363-1000
mmavery@yorkmaine.org

TO: Board of Selectman
FROM: Melissa M. Avery
DATE: May 31, 2013
RE: Tax Foreclosure Redemption: Map 0096-Lot 0034; 4 Trafton Mill Road

Lisa Essenburg-Moulton, former property owner of property identified as Tax Map 0096, Lot 0034, located at 4 Trafton Mill Road in York, Maine, request to redeem this property for which the Town has a tax lien for Fiscal Years 2011 and 2012. The Town foreclosed on this property as of January 18, 2013 for non-payment of the FY2011 tax lien.

We are recommending to the Selectman that Lisa Essenburg-Moulton be allowed to redeem this property providing the following conditions are met:

***Condition #1*** – Lisa Essenburg-Moulton pay all current taxes, interest and lien costs owed, which totals $4,427.55 as of August 23, 2013.

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

***Condition #3*** – Lisa Essenburg-Moulton shall pay in full, to the Town of York, all current taxes, interest, administrative costs and lien costs, which total **$4,627.55** by no later than **August 23, 2013**. (Please note that this figure will have additional interest due on the date payment is made if after that date)

## Parcel Information

**Map-Lot**
0096-0034

**Owner(s)**
Lisa Essenburg-Moulton

**Party Requesting Redemption**
Wendy Starkey; Rose Law LLC

**Size of Lot**
18.74 Acres

**Assessed Value**
$158,800

**Description of Foreclosure Action**
The Town has filed a tax lien on this property for the Fiscal Years 2011 and 2012; The FY11 lien matured and was foreclosed on January 18, 2013

**Taxes Owed**
The total amount of taxes, interest and lien costs owed is $4,427.55 as of August 23, 2013; which breaks down as follows:

| | |
|---|---|
| FY2011 | $1,728.31 |
| FY2012 | $1,378.13 |
| FY2013 | $1,321.11 |

Summary | Detail | Notes | Payment Plan

Access

- (•) Tax Map # 0096 0034
- ( ) Linked to Tax Map # 0096 0034
- ( ) Parcels Linked to Tax Map # 0096 0034
- ( ) ESSENBERG-MOULTON LISA M
- ( ) Linked to ESSENBERG-MOULTON LISA M

Filters

Year

Sub System

[x] Active A/R

[ ] Hide zero balance

Late Charges

As of Date 8/23/2013

[x] Display

[x] Keep Setting

Daily Interest Amount $0.75

| Year id | Sub System | Bill Number | Billed | Adjusted Bill | Interest | Fee | Paid | Balance Due | Late Charges | Total Due | 1st Due | 2nd D |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2013 | Real Property Tax | RE2980 | $1,228.61 | $30.33 | | | | $1,258.94 | $62.17 | $1,321.11 | $629.48 | $629 |
| 2012 | Tax Title | RE3009 | $1,287.47 | | | | | $1,287.47 | $90.66 | $1,378.13 | $1,287.47 | |
| 2011 | Tax Title | RE3015 | $1,513.69 | | | $8.75 | | $1,522.44 | $205.87 | $1,728.31 | $1,522.44 | |
| 2010 | Tax Title | TT124561 | $1,420.85 | | $296.87 | $8.59 | $1,726.31 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2009 | Tax Title | TT113649 | $1,466.15 | | $160.82 | | $1,626.97 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2005 | Tax Title | TT34061 | $1,320.38 | | $166.03 | $5.00 | $1,491.41 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2004 | Tax Title | TT34060 | $878.82 | | $79.82 | | $958.64 | $0.00 | $0.00 | $0.00 | $0.00 | |
| | | | $9,115.97 | | $703.54 | $22.34 | $5,803.33 | $4,068.85 | $358.70 | $4,427.55 | $3,439.39 | $629 |

Refresh | Search

# Town of York

## Tax Map # 0096 0034

**Parcel Id 7191**
**4 TRAFTON MILL ROAD**
**YORK TOWN OF Since Jan 2013**
**186 YORK STREET**
**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1300 RES ACLNDV | **Property Type** | 1 Residential |
| **Tax Code** | 9288 9288 | **Size Total** | 18.74 Acres |
| **FY** | 2013 | | |

## Tax Assessment

### CURRENT YEAR INFO 2013

| Land Value | Improvements | Total Value | Tax Rate | True Taxes | Total Taxes |
|---|---|---|---|---|---|
| $126,400 | $0 | $126,400 | 9.96000 | $1,258.94 | $1,258.94 |

### PRIOR YEAR INFO 2012

| Land Value | Improvements | Total Value | Total Taxes |
|---|---|---|---|
| $126,400 | $0 | $126,400 | $1,181.84 |

## A/R Inquiry

TT (Posted) 11/28/2012

**Bill Number** 2013 RE2980 — **Sub System** Real Property Tax

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $614.31 | $15.17 | | | | | | | $629.48 |
| 2 nd | $614.30 | $15.16 | | | | | | | $629.46 |
| | **$1,228.61** | **$30.33** | | | | | | | **$1,258.94** |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$34.64** |
| | | | | | | | | **Total Due:** | **$1,293.58** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/21/2012 | 1 st | Billed | $614.31 | $614.31 | | Posted |
| 8/21/2012 | 2 nd | Billed | $614.30 | $1,228.61 | $1,228.61 | Posted |
| 11/28/2012 | 1 st | Adjusted Bill | $15.17 | $1,243.78 | | Posted |
| 11/28/2012 | 2 nd | Adjusted Bill | $15.16 | $1,258.94 | $30.33 | Posted |

## A/R Inquiry

**Bill Number** 2012 RE3009 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $1,287.47 | | | | | | | | $1,287.47 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$64.82** |
| | | | | | | | | **Total Due:** | **$1,352.29** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/19/2012 | | Transferred Principal | $1,181.84 | $1,181.84 | | Posted |
| 7/19/2012 | | Transferred Principal | $105.63 | $1,287.47 | | Posted |

**Bill Number** 2011 RE3015 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $1,513.69 | | | $8.75 | | | | | $1,522.44 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$175.27** |
| | | | | | | | | **Total Due:** | **$1,697.71** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/18/2011 | | Transferred Principal | $1,399.58 | $1,399.58 | | Posted |
| 7/18/2011 | | Transferred Principal | $114.11 | $1,513.69 | | Posted |
| 12/4/2012 | | Fee | $5.75 | $1,519.44 | | Posted |
| 12/4/2012 | | Fee | $3.00 | $1,522.44 | | Posted |

# Town of York

## Tax Map # 0096 0034

**Parcel Id 7191**
**4 TRAFTON MILL ROAD**
**YORK TOWN OF Since Jan 2013**
**186 YORK STREET**
**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1300 RES ACLNDV | **Property Type** | 1 Residential |
| **Tax Code** | 9288 9288 | **Size Total** | 18.74 Acres |
| **FY** | 2013 | | |

**Bill Number** 2010 TT124561 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $1,420.85 | | $296.87 | $8.59 | | | | $1,726.31 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 6/14/2010 | 1 st | Transferred Principal | $1,420.85 | $1,420.85 | | Posted |
| 6/14/2010 | 1 st | Transferred (Int./Pen.) | $34.54 | $1,455.39 | | Posted |
| 6/14/2010 | 1 st | Transferred (Int./Pen.) | $71.04 | $1,526.43 | | Posted |
| 10/25/2011 | | Fee | $5.59 | $1,532.02 | | Posted |
| 10/25/2011 | | Fee | $3.00 | $1,535.02 | | Posted |
| 12/13/2011 | | Interest | $191.29 | $1,726.31 | | Posted |
| 12/13/2011 | | Payment | ($1,726.31) | $0.00 | | Posted |

**Bill Number** 2009 TT113649 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $1,466.15 | | $160.82 | | | | | $1,626.97 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/16/2009 | 1 st | Transferred Principal | $1,466.15 | $1,466.15 | | Posted |
| 7/16/2009 | 1 st | Transferred (Int./Pen.) | $40.08 | $1,506.23 | | Posted |
| 7/16/2009 | 1 st | Transferred (Int./Pen.) | $104.61 | $1,610.84 | | Posted |
| 8/21/2009 | 1 st | Interest | $16.13 | $1,626.97 | | Posted |
| 8/21/2009 | 1 st | Payment | ($1,466.15) | $160.82 | | Posted |
| 8/21/2009 | 1 st | Payment | ($104.61) | $56.21 | | Posted |
| 8/21/2009 | 1 st | Payment | ($16.13) | $40.08 | | Posted |
| 8/21/2009 | 1 st | Payment | ($40.08) | $0.00 | | Posted |

**Bill Number** 2005 TT34061 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $1,320.38 | | $166.03 | $5.00 | | | | $1,491.41 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/17/2005 | 1 st | Transferred Principal | $1,320.38 | $1,320.38 | | Posted |
| 8/17/2005 | 1 st | Transferred (Int./Pen.) | $19.84 | $1,340.22 | | Posted |
| 8/17/2005 | 1 st | Transferred (Int./Pen.) | $61.27 | $1,401.49 | | Posted |
| 9/17/2005 | 1 st | Fee | $5.00 | $1,406.49 | | Posted |
| 7/26/2006 | 1 st | Interest | $84.92 | $1,491.41 | | Posted |
| 7/26/2006 | 1 st | Payment | ($1,320.38) | $171.03 | | Posted |
| 7/26/2006 | 1 st | Payment | ($61.27) | $109.76 | | Posted |
| 7/26/2006 | 1 st | Payment | ($84.92) | $24.84 | | Posted |
| 7/26/2006 | 1 st | Payment | ($24.84) | $0.00 | | Posted |

**Bill Number** 2004 TT34060 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $878.82 | | $79.82 | | | | | $958.64 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/18/2004 | 1 st | Interest | $1.54 | $1.54 | | Posted |
| 8/18/2004 | 1 st | Transferred Principal | $878.82 | $880.36 | | Posted |
| 8/18/2004 | 1 st | Transferred (Int./Pen.) | $33.42 | $913.78 | | Posted |

Town of York

**Tax Map # 0096 0034**

**Parcel Id 7191**

**4 TRAFTON MILL ROAD**

**YORK TOWN OF Since Jan 2013**

**186 YORK STREET**

**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1300 RES ACLNDV | **Property Type** | 1 Residential |
| **Tax Code** | 9288 9288 | **Size Total** | 18.74 Acres |
| **FY** | 2013 | | |

| | | | | | |
|---|---|---|---|---|---|
| 8/18/2004 | 1 st | Transferred (Int./Pen.) | $44.86 | $958.64 | Posted |
| 8/18/2004 | 1 st | Payment | ($878.82) | $79.82 | Posted |
| 8/18/2004 | 1 st | Payment | ($44.86) | $34.96 | Posted |
| 8/18/2004 | 1 st | Payment | ($1.54) | $33.42 | Posted |
| 8/18/2004 | 1 st | Payment | ($33.42) | $0.00 | Posted |

| | |
|---|---|
| **Balance:** | **$2,809.91** |
| **5/1/2013 - Total Late Charges:** | **$240.09** |
| **Total Due:** | **$3,050.00** |

Doc# 2011027629
Bk 16128 Pg 844
Received York SS
07/18/2011 1:19PM
Debra L. Anderson
Register of Deeds

# TAX COLLECTOR'S LIEN CERTIFICATE
## STATE OF MAINE

I, Mary-Anne Szeniawski, Tax Collector of the municipality of York, Maine, in the county of York, said taxes having been duly and legally committed to me on the Tuesday, August 17, 2010, hereby certify that a tax of $1,408.17, duly and legally assessed to Real Estate in said municipality as assessed against:

ESSENBERG-MOULTON LISA M
4 MOULTON FARM LANE
CAPE NEDDICK ME 03902

As owner/s thereof, and described as follows:

Map Lot: 0096 0034
Account: RE
Book: 10183 Page: 91
Location: 4 TRAFTON MILL ROAD

AR_ID: 110521

* The above maps being on file at the York Town Hall, 186 York Street, York, Maine 03909, as of this date*

Together with Interest of $60.93 which has been added to and has become part of said tax, a total of $1,469.10 remains unpaid; that a lien is claimed on said Real Estate, above described, to secure the payment of the said tax; that a demand for payment of said tax has been made of the said ESSENBERG-MOULTON LISA M and sending certified mail, return receipt requested, to the last known address on the Wednesday, June 15, 2011, a notice in writing signed by me stating the amount of said tax, describing the Real Estate on which said tax is assessed, alleging that a lien is claimed on said Real Estate to secure the payment of said tax, and of said notice, in accordance with the provisions of Title 36, M.R.S.A., sections of 942 and 943 as amended.

Mary-Anne Szeniawski
Tax Collector
York, Maine

| | |
|---|---|
| Additional Costs ..... | $ 13.00 |
| Recording and Discharging Lien..... | $ 26.00 |
| Certified Mail - Return Receipt Requested..... | $ 5.59 |
| Total Additional Costs ..... | $ 44.59 |

Total Due: $ 1,513.69

York, ss
State of Maine
Monday, July 18, 2011

Then personally appeared the above subscribed Mary-Anne Szeniawski, Tax Collector, and acknowledged the forgoing instrument to be her free act and deed in her said capacity.

Melissa A. Avery
Notary Public
Commission Expires December 29, 2012

Doc# 2012031399
Bk 16369 Pg 102
Received York SS
07/19/2012 11:46AM
Debra L. Anderson
Register of Deeds

# TAX COLLECTOR'S LIEN CERTIFICATE
## STATE OF MAINE

I, Mary-Anne Szeniawski, Tax Collector of the municipality of York, Maine, in the county of York, said taxes having been duly and legally committed to me on the Tuesday, August 16, 2011, hereby certify that a tax of $1,190.59, duly and legally assessed to Real Estate in said municipality as assessed against:

ESSENBERG-MOULTON LISA M
4 MOULTON FARM LANE
CAPE NEDDICK ME 03902

As owner/s thereof, and described as follows:

Map Lot: 0096 0034
Account: RE
Book: 10183 Page: 91
Location: 4 TRAFTON MILL ROAD

* The above maps being on file at the York Town Hall, 186 York Street, York, Maine 03909, as of this date*

Together with Interest of $52.13 which has been added to and has become part of said tax, a total of $1,242.72 remains unpaid; that a lien is claimed on said Real Estate, above described, to secure the payment of the said tax; that a demand for payment of said tax has been made of the said ESSENBERG-MOULTON LISA M and sending certified mail, return receipt requested, to the last known address on the Monday, June 18, 2012, a notice in writing signed by me stating the amount of said tax, describing the Real Estate on which said tax is assessed, alleging that a lien is claimed on said Real Estate to secure the payment of said tax, and of said notice, in accordance with the provisions of Title 36, M.R.S.A., sections of 942 and 943 as amended.

Mary-Anne Szeniawski

Mary-Anne Szeniawski
Tax Collector
York, Maine

| | | | |
|---|---|---|---|
| Additional Costs | $ 13.00 | | |
| Recording and Discharging Lien | $ 26.00 | | |
| Certified Mail - Return Receipt Requested | $ 5.75 | | |
| Total Additional Costs | $ 44.75 | Total Due: | $ 1,287.47 |

York, ss
State of Maine
Thursday, July 19, 2012

Then personally appeared the above subscribed Mary-Anne Szeniawski, Tax Collector, and acknowledged the forgoing instrument to be her free act and deed in her said capacity.

Melissa A Avery

Melissa A. Avery
Notary Public
Commission Expires December 29, 2012

**STATE OF MAINE**
**NOTICE OF IMPENDING AUTOMATIC FORECLOSURE**
Title 36, MRSA Section 943

***IMPORTANT: DO NOT DISREGARD THIS NOTICE. YOU WILL LOSE YOUR PROPERTY UNLESS YOU PAY YOUR REAL ESTATE LIEN, INTEREST AND COSTS.***

ESSENBERG-MOULTON LISA M
4 MOULTON FARM LANE
CAPE NEDDICK ME 03902

December 04, 2012

MAP: 0096 0034

Account No. RE

LOCATION: 4 TRAFTON MILL ROAD
AR_ID: 170354

You are the party named on a Real Estate Lien certificate filed July 18, 2011 and recorded in York County Registry of Deeds, Book 10183 , Page 91. This filing has created a Real Estate lien Mortgage on the real estate described therein.

On , 1/18/2013 the Real Estate lien mortgage will be foreclosed and your right to recover your property by paying the taxes, interest and costs that are owed will expire.

IF THE REAL ESTATE LIEN FORECLOSES,
THE TOWN OF YORK WILL
OWN YOUR PROPERTY

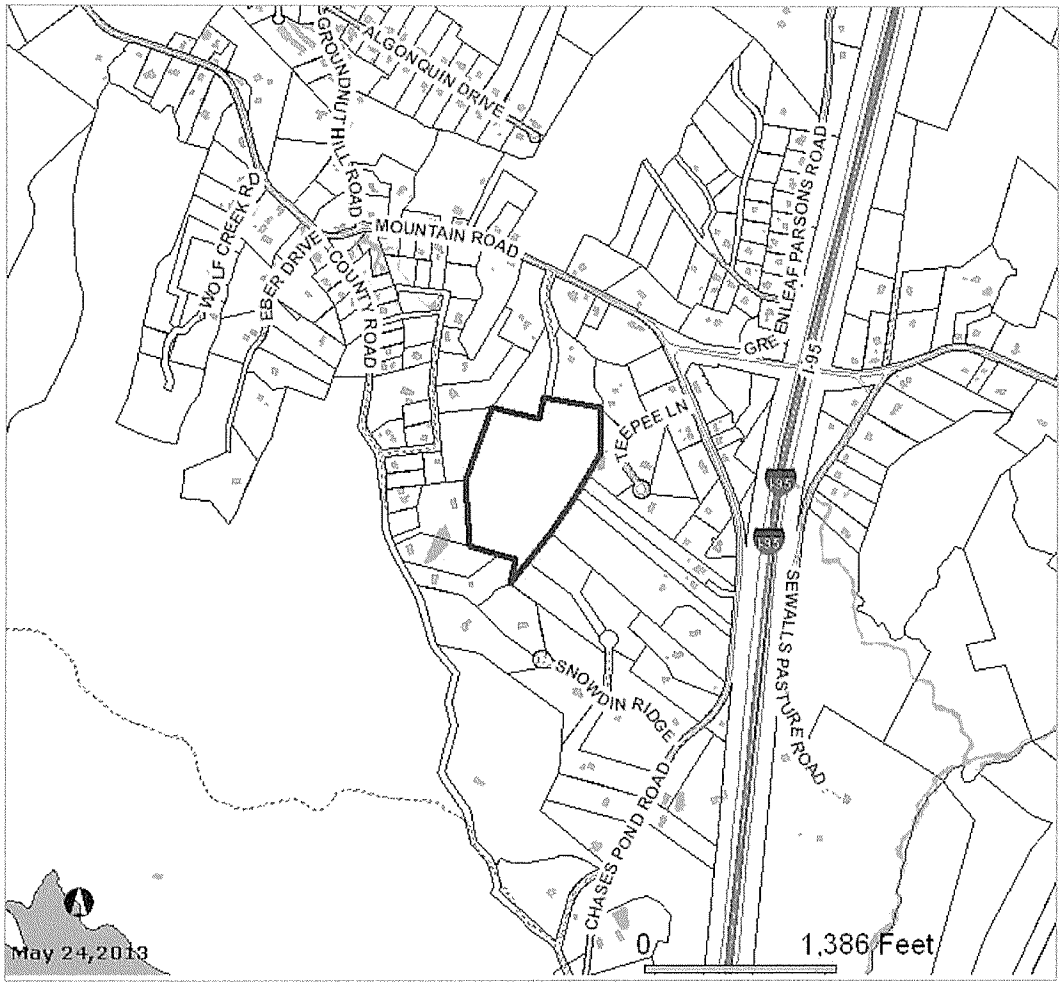
If you cannot pay the property taxes you owe, please contact 207-363-1004 to discuss this notice.

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

Tracy Roy, Deputy Treasurer
Town of York
December 04, 2012

*Amount Due*

| | |
|---|---|
| Lien Amount | $1,513.69 |
| Lien Cost | $0.00 |
| Interest | $135.55 |
| Fee | $3.00 |
| Cert Mail Fee | $5.75 |
| Total Due | $1,657.99 |




YORK, 1642 • INC • AGAMENTICUS, 1641 • GORGEANA, 1642 • YORK MAINE

***GIS Map Print***

4 Trafton Mill Road

**Subject Property Data**

| | |
|---|---|
| Parcel ID | 225-149 |
| Old Parcel ID | 0096-0034 |
| Owner Name | YORK TOWN OF |
| Prop Location | 4 TRAFTON MILL ROAD |
| Co-Owner | |
| Owner Addr | 186 YORK STREET |
| Owner City | YORK, ME 03909 |
| Land Area (Acres) | 18.73999082 |
| Land Value | 158800 |
| Building Value | 0 |
| Total Value | 158800 |

**Disclaimer**

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

Wendy Moulton Starkey, Esq.
wendy@RoseLawMaine.com

Phone: (207) 251-4535
Fax: (207) 251-4947

Rose Law, LLC

15 Woodbridge Road
York, ME 03909

April 4, 2013

Hon. Mary Andrews
Chair, Board of Selectman
Town of York
141 York Street,
York, ME 03909

RE: 20 Triple Oaks Road Parcel 225-140
4 Trafton Mill Road, Parcel 225-149

Dear Madame Chairman:

For your consideration, I request that the above captioned property be considered for conveyance back to the former record titleholder(s), upon your approval of full payment of the liens.

Upon notification that this matter can be scheduled for the next available public hearing, I shall appear.

Thank you for your consideration and please notify me if you have questions or concerns.

Cordially yours,

Rose Law, LLC

Wendy Moulton Starkey

WMS/aey

## Melissa M. Avery

**From:** Stephen H. Burns
**Sent:** Tuesday, May 28, 2013 10:36 AM
**To:** Melissa M. Avery
**Subject:** RE: Redemptions

**Follow Up Flag:** Follow up
**Flag Status:** Flagged

Missy,

I no longer have any code enforcement concerns with redemption of the property at 4 Trafton Mill Road.

Thanks.

Steve

Stephen H. Burns
Community Development Director

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 7, 2013 2:47 PM
**To:** Stephen H. Burns
**Subject:** FW: Redemptions

Afternoon!

Any headway on the Roger Norton Redemptions (445 Ridge, 448 Ridge, 26 Walnut, 2 Railroad Ext)? When Jim Nadeau talked with Jennie he has said he expected them to be on the next Selectmen's Agenda, she told him she cant guarantee that happening, and to be honest without Jennie here, I don't know that I'm 100% on what the next step is! I have all the Tax Lien paperwork from Jennie, so I think I just need approvals from you and Mary-Anne and then it goes in front of the Board?

Not a problem if you haven't gotten to it yet, I know things are crazy down there right now ☺
Missy

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street

2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

Please consider the environment before printing this email.

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## Melissa M. Avery

**From:** Stephen H. Burns
**Sent:** Tuesday, May 07, 2013 3:52 PM
**To:** Melissa M. Avery
**Cc:** Jennie McCann; Mary-Anne Szeniawski; Robert G. Yandow; Amber Harrison
**Subject:** RE: Redemptions

Hi Missy,

From a code enforcement perspective, I'm OK with all but one of the proposed redemptions. The one exception is 4 Trafton Mill Road (Map 0096 Lot 0034). There is a letter in the file from Mark Badger, Assistant CEO, dated 12/20/2001 which flags an illegal subdivision. I have no direct knowledge of the circumstances associated with that letter. I don't know if it was ever resolved. However, my review of the file indicates it remains an open issue. I could be mistaken because CEO record-keeping back then wasn't a strength, but until proven otherwise I recommend the Town retain ownership.

I'm not positive as to your next step in these processes. Probably for the lot in question you can forward my e-mail to the party seeking to redeem the lot and they can make their case with the CEO here today.

Sound good?

Thanks!

Steve

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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 07, 2013 2:47 PM
**To:** Stephen H. Burns
**Subject:** FW: Redemptions

Afternoon!

Any headway on the Roger Norton Redemptions (445 Ridge, 448 Ridge, 26 Walnut, 2 Railroad Ext)? When Jim Nadeau talked with Jennie he has said he expected them to be on the next Selectmen's Agenda, she told him she cant guarantee that happening, and to be honest without Jennie here, I don't know that I'm 100% on what the next step is! I have all the Tax Lien paperwork from Jennie, so I think I just need approvals from you and Mary-Anne and then it goes in front of the Board?

Not a problem if you haven't gotten to it yet, I know things are crazy down there right now ☺
Missy

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 01, 2013 10:29 AM
**To:** Melissa M. Avery; Stephen H. Burns
**Subject:** RE: Redemptions

**Follow Up Flag:** Follow up
**Flag Status:** Flagged

Missy,
The only property that raises a flag to me is the 11 Shore Road, formerly owned by Julie Petrone. I believe she is affiliated with the Rivers/Obrien/LAO properties. Do you know if any of those parties owe the town anything, ie monies for a culvert, signs, building permits and the like? If so, perhaps if there is a tie, those debts could be paid. It might take some digging also and not be worth the while.

*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:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 31, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Redemption Request: Tax Map 0020, Lot 0027 – 11 Shore Road | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** To allow the redemption of Tax Map 0020, Lot 0027 – 11 Shore Road

**PROPOSED MOTION:** I move to approve the redemption of Tax Map 0020, Lot 0027 – 11 Shore Road, as requested, subject to the attached conditions being met and that all taxes, interest and administrative costs are paid in full by no later than August 23, 2013.

**Discussion:** Please see attached Memo and documents for details.

**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

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


May 31, 2013

Julie Petrone
PO Box 549
York Beach, Maine 03910

RE: **Tax Foreclosure Redemption**

- Map 0020 Lot 0027 – 11 Shore Road

Dear Julie:

Please note I am in receipt of your letter dated April 11, 2013 noting your request to redeem the above property.

I am currently processing your redemption request with intent to schedule it to be heard before the York Board of Selectmen at an upcoming meeting either on June 10 or June 24, 2013. I will send you a letter to confirm this date the week prior to the meeting.

The Finance Director provided the attached outstanding taxes due the Town totaling **$967.09** which includes a $200 administrative fee involved in the foreclosure disposition process. Please note this figure may have added interest applied depending on the date of payment. The Board of Selectmen customarily approves a redemption request to be paid in full by **60-days** from the approval/meeting date. If you feel you need additional time, please provide to me in writing the exact amounts with exact dates for which you intend to make these payments.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Melissa M Avery


Melissa M. Avery
Assistant to the Town Manager
186 York Street
York, Maine 03909
(207)363-1000
mmavery@yorkmaine.org

TO: Board of Selectman
FROM: Melissa M. Avery
DATE: May 31, 2013
RE: Tax Foreclosure Redemption: Map 0020-Lot 0027; 11Shore Road

Julie Patrone, former property owners of property identified as Tax Map 0020, Lot 0027, located at 11 Shore Road in York, Maine, request to redeem this property for which the Town has a tax lien for Fiscal Years 2011 and 2012. The Town foreclosed on this property as of January 18, 2013 for non-payment of the FY2011 tax lien.

We are recommending to the Selectman that Julie Patrone be allowed to redeem this property providing the following conditions are met:

***Condition #1*** – Julie Patrone pay all current taxes, interest and lien costs owed, which totals $767.09 as of August 23, 2013.

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

***Condition #3*** – Julie Patrone shall pay in full, to the Town of York, all current taxes, interest, administrative costs and lien costs, which total **$967.09** by no later than **August 23, 2013**. (Please note that this figure will have additional interest due on the date payment is made if after that date)

## Parcel Information

**Map-Lot**
0020-0027

**Owner(s)**
Julie Patrone

**Party Requesting Redemption**
Julie Patrone

**Size of Lot**
.32 Acres

**Assessed Value**
$22,700

**Description of Foreclosure Action**
The Town has filed a tax lien on this property for the Fiscal Years 2011 and 2012; The FY11 lien matured and was foreclosed on January 18, 2013

**Taxes Owed**
The total amount of taxes, interest and lien costs owed is $767.09 as of August 23, 2013; which breaks down as follows:

| | |
|---|---|
| FY2011 | $297.05 |
| FY2012 | $262.05 |
| FY2013 | $207.99 |

Summary | Detail | Notes | Payment Plan

Access

- (•) Tax Map # 0020 0027
- ( ) Linked to Tax Map # 0020 0027
- ( ) Parcels Linked to Tax Map # 0020 0027
- ( ) PETRONE JULIE
- ( ) Linked to PETRONE JULIE

Filters

Year

Sub System

[x] Active A/R

[ ] Hide zero balance

Late Charges

As of Date 8/23/2013

[x] Display

[x] Keep Setting

Daily Interest Amount $0.12

| Year id | Sub System | Bill Number | Billed | Adjusted Bill | Interest | Fee | Paid | Balance Due | Late Charges | Total Due | 1st Due | 2nd Due |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2013 | Real Property Tax | RE7536 | $193.43 | $4.77 | | | | $198.20 | $9.79 | $207.99 | $99.11 | $99.09 |
| 2012 | Tax Title | RE7538 | $247.78 | | | | | $247.78 | $14.27 | $262.05 | $247.78 | |
| 2011 | Tax Title | RE7665 | $259.25 | | | $8.75 | | $268.00 | $29.05 | $297.05 | $268.00 | |
| 2009 | Tax Title | TT116225 | $89.62 | | $50.79 | | $140.41 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2005 | Tax Title | TT53040 | $114.63 | | $32.55 | $5.00 | $152.18 | $0.00 | $0.00 | $0.00 | $0.00 | |
| 2004 | Tax Title | TT53039 | $99.91 | | $47.46 | $12.42 | $159.79 | $0.00 | $0.00 | $0.00 | $0.00 | |
| | | | $1,004.62 | | $130.80 | $26.17 | $452.38 | $713.98 | $53.11 | $767.09 | $614.89 | $99.09 |

Refresh | Search

# Town of York

## Tax Map # 0020 0027

**Parcel Id 9589**
**11 SHORE ROAD**
**YORK TOWN OF Since Jan 2013**
**186 YORK STREET**
**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1320 RES ACLNUD | **Property Type** | 1 Residential |
| **Tax Code** | 12479 12479 | **Size Total** | 13939 Square Feet |
| **FY** | 2013 | | |

## Tax Assessment

### CURRENT YEAR INFO 2013

| Land Value | Improvements | Total Value | Tax Rate | True Taxes | Total Taxes |
|---|---|---|---|---|---|
| $19,900 | $0 | $19,900 | 9.96000 | $198.20 | $198.20 |

### PRIOR YEAR INFO 2012

| Land Value | Improvements | Total Value | Total Taxes |
|---|---|---|---|
| $19,900 | $0 | $19,900 | $186.07 |

## A/R Inquiry

TT (Posted) 11/28/2012

**Bill Number** 2013 RE7536 — **Sub System** Real Property Tax

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $96.72 | $2.39 | | | | | | | $99.11 |
| 2 nd | $96.71 | $2.38 | | | | | | | $99.09 |
| | **$193.43** | **$4.77** | | | | | | | **$198.20** |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$5.45** |
| | | | | | | | | **Total Due:** | **$203.65** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/21/2012 | 1 st | Billed | $96.72 | $96.72 | | Posted |
| 8/21/2012 | 2 nd | Billed | $96.71 | $193.43 | $193.43 | Posted |
| 11/28/2012 | 1 st | Adjusted Bill | $2.39 | $195.82 | | Posted |
| 11/28/2012 | 2 nd | Adjusted Bill | $2.38 | $198.20 | $4.77 | Posted |

## A/R Inquiry

**Bill Number** 2012 RE7538 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $247.78 | | | | | | | | $247.78 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$10.21** |
| | | | | | | | | **Total Due:** | **$257.99** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/19/2012 | | Transferred Principal | $186.07 | $186.07 | | Posted |
| 7/19/2012 | | Transferred Principal | $61.71 | $247.78 | | Posted |

**ill Number** )11 RE7665 — **Sub System** Tax Title

| stall | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| t | $259.25 | | | $8.75 | | | | | $268.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$24.73** |
| | | | | | | | | **Total Due:** | **$292.73** |

| ry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| )/2011 | | Transferred Principal | $197.47 | $197.47 | | Posted |
| /2011 | | Transferred Principal | $61.78 | $259.25 | | Posted |
| /2012 | | Fee | $5.75 | $265.00 | | Posted |
| '2012 | | Fee | $3.00 | $268.00 | | Posted |

# Town of York

## Tax Map # 0020 0027

**Parcel Id 9589**
**11 SHORE ROAD**
**YORK TOWN OF Since Jan 2013**
**186 YORK STREET**
**YORK ME 03909**

| | | | |
|---|---|---|---|
| **Class** | 1320 RES ACLNUD | **Property Type** | 1 Residential |
| **Tax Code** | 12479 12479 | **Size Total** | 13939 Square Feet |
| **FY** | 2013 | | |

**Bill Number** 2009 TT116225 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $89.62 | | $50.79 | | | | | $140.41 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 7/16/2009 | 1 st | Transferred Principal | $89.62 | $89.62 | | Posted |
| 7/16/2009 | 1 st | Transferred (Int./Pen.) | $40.08 | $129.70 | | Posted |
| 7/16/2009 | 1 st | Transferred (Int./Pen.) | $4.38 | $134.08 | | Posted |
| 4/16/2010 | 1 st | Interest | $6.33 | $140.41 | | Posted |
| 4/16/2010 | 1 st | Payment | ($89.62) | $50.79 | | Posted |
| 4/16/2010 | 1 st | Payment | ($4.38) | $46.41 | | Posted |
| 4/16/2010 | 1 st | Payment | ($6.33) | $40.08 | | Posted |
| 4/16/2010 | 1 st | Payment | ($40.08) | $0.00 | | Posted |

**Bill Number** 2005 TT53040 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $114.63 | | $32.55 | $5.00 | | | | $152.18 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/17/2005 | 1 st | Transferred Principal | $114.63 | $114.63 | | Posted |
| 8/17/2005 | 1 st | Transferred (Int./Pen.) | $19.84 | $134.47 | | Posted |
| 8/17/2005 | 1 st | Transferred (Int./Pen.) | $5.32 | $139.79 | | Posted |
| 9/17/2005 | 1 st | Fee | $5.00 | $144.79 | | Posted |
| 7/28/2006 | 1 st | Interest | $7.39 | $152.18 | | Posted |
| 7/28/2006 | 1 st | Payment | ($114.63) | $37.55 | | Posted |
| 7/28/2006 | 1 st | Payment | ($5.32) | $32.23 | | Posted |
| 7/28/2006 | 1 st | Payment | ($7.39) | $24.84 | | Posted |
| 7/28/2006 | 1 st | Payment | ($24.84) | $0.00 | | Posted |

**Bill Number** 2004 TT53039 — **Sub System** Tax Title

| Install | Billed | Adjt Bill | Int/Pen | Fee(s) | Refunded | Adjt. | Abated | Paid | Balance |
|---|---|---|---|---|---|---|---|---|---|
| 1 st | $99.91 | | $47.46 | $12.42 | | | | $159.79 | $0.00 |
| | | | | | | | | **5/1/2013 - Late Charges:** | **$0.00** |
| | | | | | | | | **Total Due:** | **$0.00** |

| Entry Date | Install | Trans Type | Amount | Balance Due | Amount Billed | Posted Flag |
|---|---|---|---|---|---|---|
| 8/18/2004 | 1 st | Interest | $0.85 | $0.85 | | Posted |
| 8/18/2004 | 1 st | Transferred Principal | $99.91 | $100.76 | | Posted |
| 8/18/2004 | 1 st | Transferred (Int./Pen.) | $33.42 | $134.18 | | Posted |
| 8/18/2004 | 1 st | Transferred (Int./Pen.) | $5.10 | $139.28 | | Posted |
| 8/18/2004 | 1 st | Fee | $5.00 | $144.28 | | Posted |
| 8/18/2004 | 1 st | Fee | $7.42 | $151.70 | | Posted |
| 8/18/2004 | 1 st | Interest | $7.36 | $159.06 | | Posted |
| 8/18/2004 | 1 st | Interest | $0.73 | $159.79 | | Posted |
| 8/18/2004 | 1 st | Payment | ($17.95) | $141.84 | | Posted |
| 8/18/2004 | 1 st | Payment | ($5.10) | $136.74 | | Posted |
| 8/18/2004 | 1 st | Payment | ($0.85) | $135.89 | | Posted |
| 8/18/2004 | 1 st | Payment | ($33.42) | $102.47 | | Posted |
| 8/18/2004 | 1 st | Payment | ($81.96) | $20.51 | | Posted |
| 8/18/2004 | 1 st | Payment | ($8.09) | $12.42 | | Posted |
| 8/18/2004 | 1 st | Payment | ($12.42) | $0.00 | | Posted |

| | |
|---|---|
| **Balance:** | **$515.78** |
| **5/1/2013 - Total Late Charges:** | **$34.94** |
| **Total Due:** | **$550.72** |

Doc# 2011027357
Bk 16128 Pg 572
Received York SS
07/18/2011 1:19PM
Debra L. Anderson
Register of Deeds

# TAX COLLECTOR'S LIEN CERTIFICATE
## STATE OF MAINE

I, Mary-Anne Szeniawski, Tax Collector of the municipality of York, Maine, in the county of York, said taxes having been duly and legally committed to me on the Tuesday, August 17, 2010, hereby certify that a tax of $206.06, duly and legally assessed to Real Estate in said municipality as assessed against:

PETRONE JULIE
PO BOX 549
YORK BEACH ME 03910-0549

As owner/s thereof, and described as follows:

Map Lot: 0020 0027 AR_ID: 133618
Account: RE
Book: 7367 Page: 103
Location: 11 SHORE ROAD

* The above maps being on file at the York Town Hall, 186 York Street, York, Maine 03909, as of this date*

Together with Interest of $8.60 which has been added to and has become part of said tax, a total of $214.66 remains unpaid; that a lien is claimed on said Real Estate, above described, to secure the payment of the said tax; that a demand for payment of said tax has been made of the said PETRONE JULIE and sending certified mail, return receipt requested, to the last known address on the Wednesday, June 15, 2011, a notice in writing signed by me stating the amount of said tax, describing the Real Estate on which said tax is assessed, alleging that a lien is claimed on said Real Estate to secure the payment of said tax, and of said notice, in accordance with the provisions of Title 36, M.R.S.A., sections of 942 and 943 as amended.

Mary-Anne Szeniawski
Tax Collector
York, Maine

| | |
|---|---|
| Additional Costs ..... | $ 13.00 |
| Recording and Discharging Lien..... | $ 26.00 |
| Certified Mail - Return Receipt Requested..... | $ 5.59 |
| Total Additional Costs ..... | $ 44.59 |

Total Due: $ 259.25

York, ss
State of Maine
Monday, July 18, 2011

Then personally appeared the above subscribed Mary-Anne Szeniawski, Tax Collector, and acknowledged the forgoing instrument to be her free act and deed in her said capacity.

Melissa A. Avery
Notary Public
Commission Expires December 29, 2012

Doc# 2012031186
Bk 16368 Pg 889
Received York SS
07/19/2012 11:46AM
Debra L. Anderson
Register of Deeds

# TAX COLLECTOR'S LIEN CERTIFICATE
## STATE OF MAINE

I, Mary-Anne Szeniawski, Tax Collector of the municipality of York, Maine, in the county of York, said taxes having been duly and legally committed to me on the Tuesday, August 16, 2011, hereby certify that a tax of $194.82, duly and legally assessed to Real Estate in said municipality as assessed against:

PETRONE JULIE
PO BOX 549
YORK BEACH ME 03910-0549

As owner/s thereof, and described as follows:

Map Lot: 0020 0027
Account: RE
Book: 7367 Page: 103
Location: 11 SHORE ROAD

* The above maps being on file at the York Town Hall, 186 York Street, York, Maine 03909, as of this date*

Together with Interest of $8.21 which has been added to and has become part of said tax, a total of $203.03 remains unpaid; that a lien is claimed on said Real Estate, above described, to secure the payment of the said tax; that a demand for payment of said tax has been made of the said PETRONE JULIE and sending certified mail, return receipt requested, to the last known address on the Monday, June 18, 2012, a notice in writing signed by me stating the amount of said tax, describing the Real Estate on which said tax is assessed, alleging that a lien is claimed on said Real Estate to secure the payment of said tax, and of said notice, in accordance with the provisions of Title 36, M.R.S.A., sections of 942 and 943 as amended.

Mary-Anne Szeniawski

Mary-Anne Szeniawski
Tax Collector
York, Maine

| | | | |
|---|---|---|---|
| Additional Costs | $ 13.00 | | |
| Recording and Discharging Lien | $ 26.00 | | |
| Certified Mail - Return Receipt Requested | $ 5.75 | | |
| Total Additional Costs | $ 44.75 | Total Due: | $ 247.78 |

York, ss
State of Maine
Thursday, July 19, 2012

Then personally appeared the above subscribed Mary-Anne Szeniawski, Tax Collector, and acknowledged the forgoing instrument to be her free act and deed in her said capacity.

Melissa A Avery

Melissa A. Avery
Notary Public
Commission Expires December 29, 2012

**STATE OF MAINE**
**NOTICE OF IMPENDING AUTOMATIC FORECLOSURE**
Title 36, MRSA Section 943

***IMPORTANT: DO NOT DISREGARD THIS NOTICE. YOU WILL LOSE YOUR PROPERTY UNLESS YOU PAY YOUR REAL ESTATE LIEN, INTEREST AND COSTS.***

PETRONE JULIE
PO BOX 549
YORK BEACH ME 03910-0549

December 04, 2012

MAP: 0020 0027

Account No. RE

LOCATION: 11 SHORE ROAD
AR_ID: 171214

You are the party named on a Real Estate Lien certificate filed July 18, 2011 and recorded in York County Registry of Deeds, Book 7367 , Page 103. This filing has created a Real Estate lien Mortgage on the real estate described therein.

On , 1/18/2013 the Real Estate lien mortgage will be foreclosed and your right to recover your property by paying the taxes, interest and costs that are owed will expire.

IF THE REAL ESTATE LIEN FORECLOSES,
THE TOWN OF YORK WILL
OWN YOUR PROPERTY

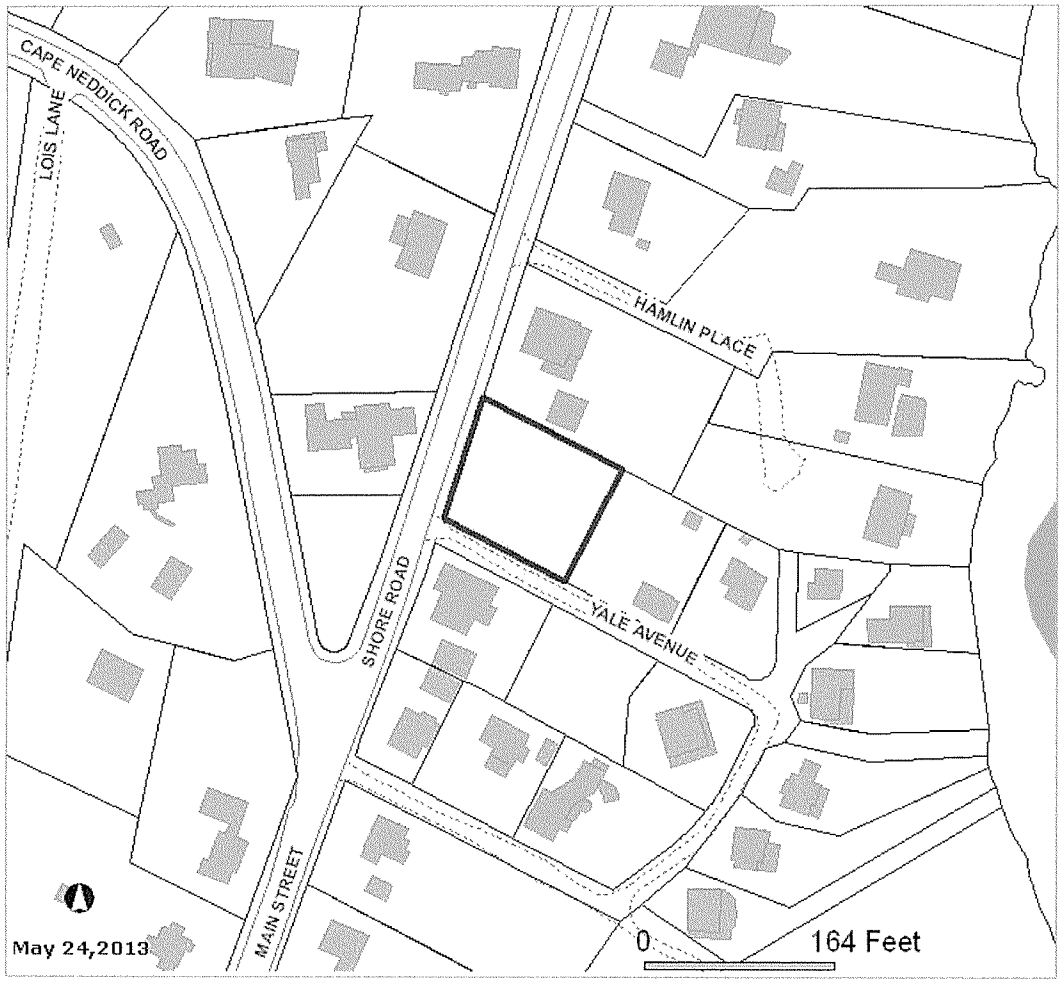
If you cannot pay the property taxes you owe, please contact 207-363-1004 to discuss this notice.

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

Tracy Roy, Deputy Treasurer
Town of York
December 04, 2012

*Amount Due*

| | |
|---|---|
| Lien Amount | $259.25 |
| Lien Cost | $0.00 |
| Interest | $19.12 |
| Fee | $3.00 |
| Cert Mail Fee | $5.75 |
| Total Due | $287.12 |




***GIS Map Print***

11 Shore Road

**Subject Property Data**

| | |
|---|---|
| Parcel ID | 146-049 |
| Old Parcel ID | 0020-0027 |
| Owner Name | YORK TOWN OF |
| Prop Location | 11 SHORE ROAD |
| Co-Owner | |
| Owner Addr | 186 YORK STREET |
| Owner City | YORK, ME 03909 |
| Land Area (Acres) | 0.31999541 |
| Land Value | 22700 |
| Building Value | 0 |
| Total Value | 22700 |

**Disclaimer**

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

April 11, 2013

Dear Board of Selectmen,

I am writing to you regarding a piece of land located at 11 Shore Rd, York, which I would like to redeem. Due to a particularly difficult period for my family (Don Rivers is my father), I did not pay the taxes for this property. I am truly sorry and more than willing to pay the outstanding amount. If you are willing to accept payment, please advise me of the total due.

Sincerely,

Julie Petrone

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 01, 2013 10:29 AM
**To:** Melissa M. Avery; Stephen H. Burns
**Subject:** RE: Redemptions

**Follow Up Flag:** Follow up
**Flag Status:** Completed

Missy,
The only property that raises a flag to me is the 11 Shore Road, formerly owned by Julie Petrone. I believe she is affiliated with the Rivers/Obrien/LAO properties. Do you know if any of those parties owe the town anything, ie monies for a culvert, signs, building permits and the like? If so, perhaps if there is a tie, those debts could be paid. It might take some digging also and not be worth the while.

*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:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909

## Melissa M. Avery

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 08, 2013 8:24 AM
**To:** Melissa M. Avery
**Subject:** RE: Redemptions

**Follow Up Flag:** Follow up
**Flag Status:** Flagged

The only issue is the one I already addressed regarding 11 Shore Road.

*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
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---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 07, 2013 3:54 PM
**To:** Mary-Anne Szeniawski
**Subject:** RE: Redemptions

Hi Mary-Anne,

Just confirming that you don't see any issues or problems with the below properties for Redemption.

445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road

I sent Dean an email to see if he knows of any outstanding bills from them with culverts/signs that he knows about, still waiting to hear back from him.

Thanks!
Missy

---

**From:** Mary-Anne Szeniawski
**Sent:** Wednesday, May 01, 2013 10:29 AM
**To:** Melissa M. Avery; Stephen H. Burns
**Subject:** RE: Redemptions

Missy,
The only property that raises a flag to me is the 11 Shore Road, formerly owned by Julie Petrone. I believe she is affiliated with the Rivers/Obrien/LAO properties. Do you know if any of those parties owe the town anything, ie monies for

a culvert, signs, building permits and the like? If so, perhaps if there is a tie, those debts could be paid. It might take some digging also and not be worth the while.

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**From:** Melissa M. Avery
**Sent:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

I have a few redemptions coming up, and I am told to let you two know about them and you would let me know if they are ok in your eyes to be redeemed. What information do you need from me?

Here are the addresses:
445 Ridge Road
448 Ridge Road
26 Walnut Street
2 Railroad Avenue Extension
11 Shore Road
20 Triple Oaks Road
4 Trafton Mill Road

Thanks!
Missy ☺

____Melissa M. Avery____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Elizabeth Hayden
**Sent:** Wednesday, May 08, 2013 7:40 AM
**To:** Dean Lessard; Melissa M. Avery
**Subject:** RE: Rivers By the Sea/Don Rivers

Believe it or not- they do not... owe us any money.....

*Liz Hayden*
*Administrative Assistant*
Town of York Department of Public Works
*Mailing:* 186 York Street, York, ME 03909
*Offices:* 115 Chases Pond Road, York, ME 03909
i: www.yorkmaine.org
e: ehayden@yorkmaine.org
p: (207) 363-1010, Ext. 12
f: (207) 363-1012

---

**From:** Dean Lessard
**Sent:** Tuesday, May 07, 2013 9:20 PM
**To:** Melissa M. Avery
**Cc:** Elizabeth Hayden
**Subject:** Re: Rivers By the Sea/Don Rivers

Ok. I think they may owe us money for their business signs. I'll have Liz check and get back to you tomorrow.

Sent from my iPhone

On May 7, 2013, at 5:47 PM, "Melissa M. Avery" <mmavery@yorkmaine.org> wrote:

> 11 shore road
>
> Sent from my iPhone
>
> On May 7, 2013, at 5:11 PM, "Dean Lessard" <dlessard@yorkmaine.org> wrote:
>
> > Hi Missy
> > What property is it?
> >
> > Dean
> >
> > **Dean A. Lessard, P.E.** | *Director of Public Works*
> > **Town of York, Maine Department of Public Works**
> > 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
>
> ---
>
> **From:** Melissa M. Avery
> **Sent:** Tuesday, May 07, 2013 2:45 PM
> **To:** Dean Lessard
> **Subject:** Rivers By the Sea/Don Rivers

Hi Dean,

There is a property up for redemption that is owned by the daughter of Don Rivers and Mary-Anne suggested finding out if they owed the town money for any culverts, signs and whatnot and tie that into their redemption. Do you have any outstanding bills for them?

Thanks!
Missy ☺

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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**Melissa M. Avery**

**From:** Stephen H. Burns
**Sent:** Tuesday, May 07, 2013 3:52 PM
**To:** Melissa M. Avery
**Cc:** Jennie McCann; Mary-Anne Szeniawski; Robert G. Yandow; Amber Harrison
**Subject:** RE: Redemptions

Hi Missy,

From a code enforcement perspective, I'm OK with all but one of the proposed redemptions. The one exception is 4 Trafton Mill Road (Map 0096 Lot 0034). There is a letter in the file from Mark Badger, Assistant CEO, dated 12/20/2001 which flags an illegal subdivision. I have no direct knowledge of the circumstances associated with that letter. I don't know if it was ever resolved. However, my review of the file indicates it remains an open issue. I could be mistaken because CEO record-keeping back then wasn't a strength, but until proven otherwise I recommend the Town retain ownership.

I'm not positive as to your next step in these processes. Probably for the lot in question you can forward my e-mail to the party seeking to redeem the lot and they can make their case with the CEO here today.

Sound good?

Thanks!

Steve

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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 07, 2013 2:47 PM
**To:** Stephen H. Burns
**Subject:** FW: Redemptions

Afternoon!

Any headway on the Roger Norton Redemptions (445 Ridge, 448 Ridge, 26 Walnut, 2 Railroad Ext)? When Jim Nadeau talked with Jennie he has said he expected them to be on the next Selectmen's Agenda, she told him she cant guarantee that happening, and to be honest without Jennie here, I don't know that I'm 100% on what the next step is! I have all the Tax Lien paperwork from Jennie, so I think I just need approvals from you and Mary-Anne and then it goes in front of the Board?

Not a problem if you haven't gotten to it yet, I know things are crazy down there right now ☺
Missy

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 01, 2013 10:16 AM
**To:** Stephen H. Burns; Mary-Anne Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Redemptions

Hello!

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4 Trafton Mill Road

Thanks!
Missy ☺

____ Melissa M. Avery ____
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AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** June 6, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Energy Efficiency Steering Committee Appointment | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Appoint Christopher Ring to the Energy Efficiency Steering Committee

**PROPOSED MOTION:** I move to approve Christopher Ring to the Energy Efficiency Steering Committee as an Alternate Member; Term to expire June 30, 2016.

**Discussion:**

**FISCAL IMPACT:**

**DEPARTMENT LINE ITEM ACCOUNT:**

**BALANCE IN LINE ITEM IF APPROVED:**

Prepared By: Melissa M Avery

Reviewed By: Robert B Gardner

**The Board of Selectmen is seeking applicants for Boards, Committees and Commissions. If you have an interest in becoming involved in your community, please fill out the following form and return to the Town Manager's Office, York Town Hall, 186 York Street, York, Maine 03909.**

**TOWN OF YORK**
**Application for Membership**
**Town Boards, Committees, Commissions**

**Date:** 11/30/2012

**Name:** Christopher Ring **Telephone:** 207-361-3295

**Address:** 41 Boban St
York, ME 03909

**Mailing Address:** Same

**State of Residency:** Maine **E-Mail Address:** cring@maine.rr.com

**Why do you wish to serve?** I am passionate about conservation. As a York citizen, I also take a strong interest in supporting smart efficient building development that is economically sustainable. I would like to see York as a model community of common sense in regards to the built environment.

**What expertise can you provide?** Currently I own and run a green building supply here in town. My work requires a deep knowledge of building design & construction techniques. As well, I have worked with a company building energy efficient structures (Winterberry Farms)

**Please check the Board(s), Committee(s), or Commission(s) you wish to apply to for membership consideration.**

| | |
|---|---|
| ___ Charter Commission | ___ Open Space Committee |
| ___ Appeals Board | ___ Parks & Recreation Board |
| ___ Assessment Review Board | ___ Planning Board |
| ___ Cable TV Regulatory Committee | ___ Senior Citizens Advisory Board |
| ___ Capital Planning Committee | ___ Shellfish Conservation Commission |
| ___ Conservation Commission | ___ Sohier Park Committee |
| ___ Harbor Board | ___ Tax Task Force Committee |
| ___ Historic District Committee | ___ York Harbor Site Design Review Board |
| ___ York Village Sub-Committee | ___ York Housing Authority |
| ___ Municipal Social Service Review Bd. | ✓ Energy Efficiency Steering Committee |

rec'd 11/30/12

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 14, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Special Event Permit Application: Parks and Recreation's "Four on the 4th Road Race" | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Permit Application

**PROPOSED MOTION:** I move to approve the Special Event Permit for Parks and Recreation's "Four on the 4th Road Race" on Thursday, July 4th, 2013, starting at 8:00AM

**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. Yandow

# 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: 4.8.13

Name of Event: Four on the 4th Road Race

Type of Event: 4mi Road Race

Organization Name: York parks & Recreation Dept Phone #: 363.1040

Organization Address: 186 York Street City York State: ME Zip: 03909

Applicant Name: Robin Cogger / Ryan Avery Phone #: 207 363.1040

Applicant Address: 186 York St. City: York State: ME Zip: 03909

Contact Name for Day of Event: Robin Cogger / Ryan Avery Contact Phone #: 752.1685

Date of Event: July 4, 2013 Day of Week: Thursday

Starting Time: 8:00am Ending Time: 11:00am

Assembly Area: York High School

Dispersal Area: York High School

Event Route: application / map attached.

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
race is limited to 1,200 runners.

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

Up to, but no more than, 1,200 runners w/ Road Marshalls on roadway.

Describe how group is organized and supervised to insure order: York parks & Rec. staff and volunteers with support from YPD and York Ambulance.

Purpose of the Event: community event - 4th of July collaboration with York Rotary Club.

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

Signature of Applicant: Robin Cogger for York parks & Recreation Dept.

**For Town Use Only**

Reviewed by:

| **Department** | **Initials** | |
|---|---|---|
| Police Department | Szeniawski | 5-23-2013 |
| Public Works | Lessard | 4-11-2013 |
| Parks/Recreation | Sullivan | 4-11-2013 |
| Village Fire | Apgar | 4-11-2013 |
| York Beach Fire | Bridges | 4-10-2013 |
| Code Enforcement | Burns | 4-10-2013 |
| York Ambulance | Prince | 5-14-2013 |

Special Conditions:

Police Department requires additional assignment detail; See attached

Town Manager

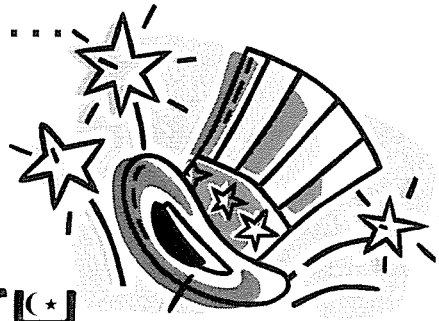
Date

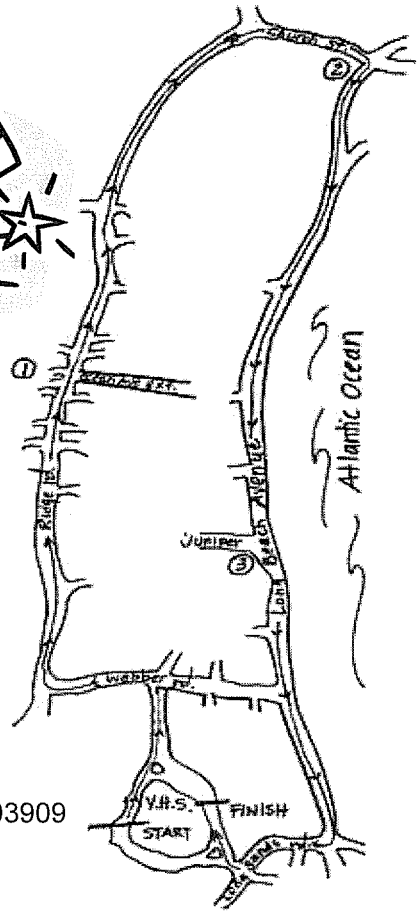
Town of York Inc. 1652

**York Rotary in conjunction with York Parks & Recreation Department presents . . .**

## The Thirty-Fourth Annual

# FOUR ON THE 4TH






***NO DOGS PLEASE***
*for their safety and ours*

| | |
|---|---|
| **Date:** | **Thursday, July 4, 2013** |
| **Start at:** | **York High School, York, ME** |
| **8:00 a.m.** | **4 Mile USATF – Certified Road Race** |
| | **1 Mile (free) FUN RUN immediately following 4 mile race** |
| | **(No registration needed for FUN RUN).** |
| **Entry Fee:** | **Mail-in Pre-registration - $25** |
| | **On-line Pre-registration - $27 (includes all fees)** |
| | **Race Day Registration - $30, space permitting** |
| **Info:** | **Registration opens at 6:00 a.m. and closes at 7:45 a.m.** |
| | **T-Shirts to anyone registered before June 4th, 2013** |
| | **Visit our website at www.yorkmaine.org** |
| | **Limited to 1,200 runners.** |

PRE-REGISTRATION DEADLINE IS JULY 1st.

**ANYONE WANTING TO REGISTER AFTER THAT MUST REGISTER ON RACE DAY.**

DIRECTIONS TO YORK HIGH SCHOOL – 1 Robert Stevens Dr., York ME 03909

From I-95: take the York Exit, bear right at the lights onto Route 1. Travel to the top of the hill and take a left at the lights onto Route 1A. Travel one mile to the monument and bear left. Travel six-tenths of a mile and turn right onto Long Sands Road. York High School is seven-tenths of a mile on the left.

*Cash prizes of $100 awarded to the overall winners. Prizes to 1st, 2nd and 3rd place in each division. Race includes water, splits, professional chip timing, and Police.*

**hospital**

**Tee Shirt Size**

❑ S ❑ M ❑ L ❑ XL

❑ Cotton
❑ Wickaway

| | 12 & Under | 13 - 17 | 18 - 29 | 30 - 39 | 40 - 49 | 50 - 54 | 55 - 59 | 60 - 64 | 65 - 69 | 70 & Over | Walking | Race Walk | Wheelchair |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MEN | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ |
| WOMEN | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ |

***Make checks payable to:***

**YORK ROTARY CLUB**

**Mail Application to:**
**York Parks & Recreation Department**
**186 York St., York, ME 03909**

**For information, call the York Parks & Recreation Department at 363-1040.**

"FOUR ON THE 4TH"

Registration Form - Please Print Clearly

Name:_____

Address:_____

Town:_____ State:_____ Zip:_____

Sex:_____ Age:_____ Telephone:_____

Email Address:_____

WAIVER *must be signed

In signing this entry, I for myself, my heirs, executors and administrators, release the manager of the race, all sponsors and promoters, the Town of York, for any and all liability in case of death or injury received during participation in this race. In the case of a minor, this entry must be signed by a parent or guardian of entrant.

Signature_____

Parent/Guardian_____

**Visit our website at www.yorkmaine.org or visit www.running4free.com**

## Erin O'Dea

**From:** Michael J. Sullivan
**ent:** Thursday, April 11, 2013 9:13 AM
**ſo:** Erin O'Dea
**Subject:** RE: Special Event - Four on the 4th Road Race

recommend approval

*Michael J. Sullivan, Director*
*Parks and Recreation*

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

---

**From:** Erin O'Dea
**Sent:** Wednesday, April 10, 2013 9:05 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - Four on the 4th Road Race

Hi everyone,
\ttached you will find a special event application for the Four on the 4th Road Race scheduled for Thursday, July 4, 2013, from 8:00am – 11:00am.
Please review when you have a chance and recommend approval/denial.
Thank you,
Erin

**Erin M. O'Dea**
*Administrative Assistant to the Town Manager*
Town of York, Maine
186 York Street
York, Maine 03909
Phone: (207) 363-1000 x222
Fax: (207) 363-1019
Email: eodea@yorkmaine.org

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## Erin O'Dea

**From:** Stephen H. Burns
**ent:** Wednesday, April 10, 2013 1:18 PM
**ſo:** Erin O'Dea
**Subject:** RE: Special Event - Four on the 4th Road Race

Erin,

I have no code issues with regard to this event.

Steve

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

---

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**From:** David K. Bridges
**Sent:** Wednesday, April 10, 2013 9:23 PM
**To:** Erin O'Dea
**Subject:** RE: Special Event - Four on the 4th Road Race

We will support this event as we have in the past.

---

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**Sent:** Thursday, April 11, 2013 6:58 AM
**To:** Erin O'Dea
**Subject:** RE: Special Event - Four on the 4th Road Race

Village Fire approval.

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

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## Erin O'Dea

**From:** Dean Lessard
**Sent:** Thursday, April 11, 2013 3:52 PM
**To:** Erin O'Dea
**Cc:** Timothy DePerrio
**Subject:** RE: Special Event - Four on the 4th Road Race

Hi Erin
DPW doesn't anticipate any problems with this event. DPW recommends approval.

Thanks
Dean

**Dean A. Lessard, P.E.** | *Director of Public Works*
**Town of York, Maine Department of Public Works**
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

---

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**Sent:** Wednesday, April 10, 2013 9:05 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
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## Melissa M. Avery

**From:** Ellen Prince [ellenprince@gmail.com]
**Sent:** Tuesday, May 14, 2013 10:01 AM
**To:** Melissa M. Avery
**Subject:** Re: Special Events

Hi Melissa,

I'm so sorry - I try to keep up with all of these but they're so many!

Yes, York Ambulance will be at both of these events and they are fine.

Ellen

On Tue, May 14, 2013 at 9:54 AM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Good Morning Ellen!

Just wondering if you had a chance to review the following Special Event Permits:

Parks and Recreation's Four on the 4th Race

Parks and Recreation's York Day's 5K Race

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

www.yorkmaine.org

## Melissa M. Avery

**From:** Charles J. Szeniawski
**Sent:** Thursday, May 23, 2013 2:11 PM
**To:** Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com; Melissa M. Avery
**Subject:** Road Races
**Attachments:** York Days Rd Race 2013.pdf; $ on the 4th 2013.pdf

These are the assignments we will need in addition to the lead cruiser do to the number of participants . I have spoken with Director Sullivan he is aware ..

**Lieutenant Charles J. Szeniawski**
*Commander, Patrol Division*
Town of York, Maine Police Department
36 Main Street, York, ME 03909-6244
i: www.yorkpolice.org
e: cszeniawski@yorkpolice.org
p: (207) 363-1031, Ext. 104
f: (207) 361.6818

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# TOWN OF YORK, MAINE
## Police Department

**Douglas P. Bracy**
**Chief of Police**

*Mailing Address:*
*36 Main Street*
*York, Maine 03909*

*Dispatch*
**Non Emergency**
*(207) 363-4444*

*Administration*
*(207)363-1031*

*Facsimile*
*(207) 361-6818*

*www.yorkpolice.org*

***Committed to excellence***

**MEMORANDUM TO:** All Personnel

**FROM:** Sgt. Martin C. Doherty

**SUBJECT:** Four on the 4Th Road Race

**DATE OF EVENT:** Thursday, July 4, 2013

The following personnel will report to the York High School parking area on Thursday, July 4, 2013 at 0745 hours to assist with the Four on the 4th Road Race.

Area Cruiser

****TOWN DETAIL Officer with Cruiser**

1. _____ ****Officer with a cruiser**

2. _____ (with bike early in for shift)

3. _____ (with bike early in for shift)

Area Cruiser will lead Road Race. **Officer #1** will shut down Ridge Road at Old Post Road intersection as bulk of runners begin race. **Officer #2** will shut down Beacon Street. **Officer #3** will shut down Ridge Road at Railroad Avenue intersection.

Flaggers will be utilized to shut down other side streets on Ridge Road.

When the bulk of racers clear Ridge Road **Officer #1** will monitor traffic on the course. **Officer #2** will respond to the Long Beach Avenue and Long Sands Road intersection to assist traffic. **Officer #3** will respond to triangle to assist traffic.

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 14, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Special Event Permit Application: Parks and Recreation's "York Day's 5K Road Race" | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Permit Application

**PROPOSED MOTION:** I move to approve the Special Event Permit for Parks and Recreation's "York Day's 5K Road Race" on Sunday, July 28th, 2013, starting at 8:00AM

**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: 4.8.13

Name of Event: York Days 5K Road Race

Type of Event: 5K Road Race

Organization Name: York parks & Recreation Dept Phone #: 363.1040

Organization Address: 186 York St. City York State: ME Zip: 03909

Applicant Name: Robin Cogger Phone #: 363.1040

Applicant Address: 186 York St. City: York State: ME Zip: 03909

Contact Name for Day of Event: Robin Cogger or Ryan Avery Contact Phone #: 752.1685

Date of Event: 7.28.13 Day of Week: Sunday

Starting Time: 8:00am Ending Time: 11:00 pm

Assembly Area: York High School (registration opens 6:00 am)

Dispersal Area: York High School

Event Route: application and map attached.

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
race is limited to 1,200 runners.

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

up to, but no more than, 1200 runners w/ road marshalls on roadway

Describe how group is organized and supervised to insure order: York parks & Rec. staff and volunteers with help from YPD and York Ambulance.

Purpose of the Event: Community event - York Days

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

Signature of Applicant: Robin Cogger for York parks & Recreation Dept.

**For Town Use Only**

Reviewed by:

| **Department** | **Initials** | |
|---|---|---|
| Police Department | Szeniawski | 5-23-2013 |
| Public Works | Lessard | 4-11-2013 |
| Parks/Recreation | Sullivan | 4-11-2013 |
| Village Fire | Apgar | 4-11-2013 |
| York Beach Fire | Bridges | 4-10-2013 |
| Code Enforcement | Burns | 4-10-2013 |
| York Ambulance | Prince | 5-14-2013 |

Special Conditions:

Police Department requires additional assignment detail; See attached

Town Manager

Date

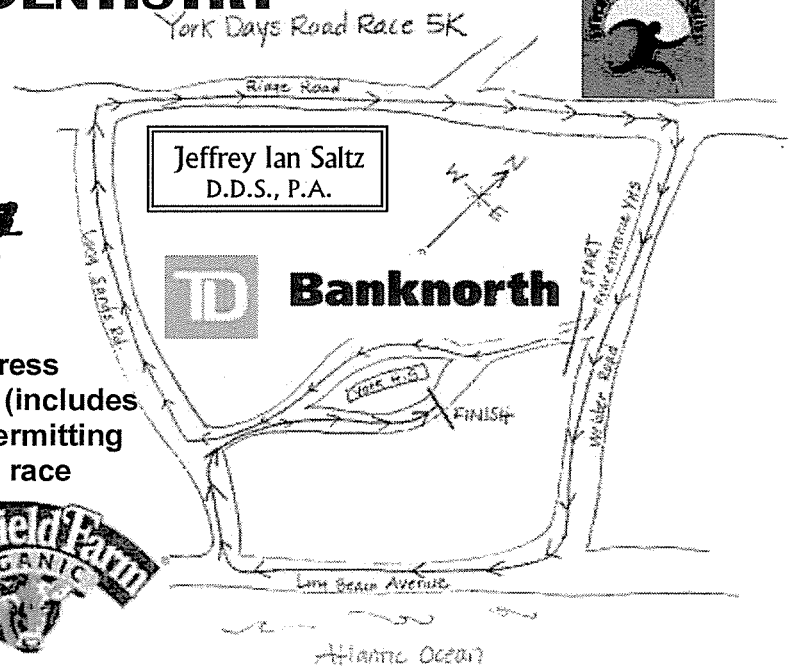
York Parks and Recreation Department Presents . . .

THE THIRTIETH ANNUAL

# AMIDON FAMILY DENTISTRY

# YORK DAYS

# ROADRACE




Jeffrey Ian Saltz
D.D.S., P.A.

Banknorth

Stonyfield Farm ORGANIC

**Date:** Sunday, July 28, 2013
**Time:** 8:00 a.m.
**Location:** York High School, York, ME
**Course:** 5K Certified by the Athletics Congress
**Entry Fee:** $20 mail-in registration/$22 online (includes all fees) or $25 Race Day, space permitting
**Info:** Registration opens at 6:00 a.m. on race day and closes at 7:45 a.m.
Race starts at 8:00 a.m.
Limited to 1,200 runners
*T-shirts to anyone Registered by July 1st*
**FREE!** 12 & Under Fun Run immediately following

PRE-REGISTRATION DEADLINE IS JULY 25TH
**ANYONE WANTING TO REGISTER AFTER THAT MUST REGISTER ON RACE DAY.**

***NO DOGS PLEASE*** *for their safety and ours*

DIRECTIONS TO YORK HIGH SCHOOL – 1 Robert Stevens Dr., York, ME 03909
From I-95: take the York Exit, bear right at the lights onto Rte. 1. Travel to the top of a hill and take a left at the lights onto Rte 1A. Travel one mile to the monument And bear left. Travel six-tenths of a mile and turn right onto Long Sands Road. York High School is seven-tenths of a mile on the left.

RUNNER'S ALLEY
Portsmouth, NH

***Cash prize to overall male and female. First, 2nd & 3rd place prizes to division winners. Race includes water, mile markers, professional chip timing, police and ambulance.***

Nadeau Orthodontics
Mark Nadeau, DMD MS

DELTA DENTAL®
Northeast Delta Dental

***PROCEEDS BENEFIT YORK PARKS & RECREATION YOUTH PROGRAMS***

## Road Race Division

| | 12 & Under | 13 - 17 | 18 - 29 | 30 - 39 | 40 - 49 | 50 - 54 | 55 - 59 | 60 - 64 | 65 - 69 | 70 - 79 | 80 & Up | Walking | Race Walking | Wheelchair |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MEN | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ |
| WOMEN | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ | ❑ |

*(Fun Run registration not required)*

**Tee Shirt Size**

❑ S ❑ M ❑ L ❑ XL

**Make checks payable to:**
**York Parks and Recreation**

**Mail application to:**
**York Parks & Recreation Department**
**186 York St., York, ME 03909**

**For information on applications, call the York Parks & Recreation Department at 363-1040 Mon – Fri 8:30 a.m. to 4:30 p.m.**

## "YORK DAY ROAD RACE" REGISTRATION FORM

Please *Print Clearly*

Name:_____

Address:_____

Town:_____ State:_____ Zip:_____

Sex:_____ Age:_____ Telephone:_____

Email Address:_____

WAIVER *must be signed

In signing this entry, I for myself, my heirs, executors and administrators, release the manager of the race, all sponsors and promoters, the Town of York, for any and all liability in case of death or injury received during participation in this race. In the case of a minor, this entry must be signed by a parent or guardian of entrant.

Signature_____

Parent/Guardian_____

***Visit our WEBSITE*** www.yorkmaine.org or www.running4free.com

## Erin O'Dea

**From:** Michael J. Sullivan
**ent:** Thursday, April 11, 2013 9:15 AM
**ro:** Erin O'Dea
**Subject:** RE: Special Event - York Days 5k Road Race

recommend approval

*Michael J. Sullivan, Director*
*Parks and Recreation*

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

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**From:** Stephen H. Burns
**ent:** Wednesday, April 10, 2013 1:19 PM
**ſo:** Erin O'Dea
**Subject:** RE: Special Event - York Days 5k Road Race

Erin,

I have no code issues with this event.

Steve

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

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**From:** David K. Bridges
**ent:** Wednesday, April 10, 2013 9:21 PM
**To:** Erin O'Dea
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## Erin O'Dea

**From:** David Apgar
**ent:** Thursday, April 11, 2013 6:58 AM
**To:** Erin O'Dea
**Subject:** RE: Special Event - York Days 5k Road Race

Village Fire approval.

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

---

**From:** Erin O'Dea
**Sent:** Wednesday, April 10, 2013 9:07 AM
**To:** Erin O'Dea; Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
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Fax: (207) 363-1019
Email: eodea@yorkmaine.org

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## Erin O'Dea

**From:** Dean Lessard
**Sent:** Thursday, April 11, 2013 3:50 PM
**To:** Erin O'Dea
**Cc:** Timothy DePerrio
**Subject:** RE: Special Event - York Days 5k Road Race

Hi Erin
DPW doesn't anticipate any problems with this event. DPW recommends approval.

Thanks
Dean

**Dean A. Lessard, P.E.** | *Director of Public Works*
**Town of York, Maine Department of Public Works**
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

---

**From:** Erin O'Dea
**Sent:** Wednesday, April 10, 2013 9:08 AM
**To:** Erin O'Dea; Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - York Days 5k Road Race

Hi everyone,
Attached you will find a special event application for the York Days 5k Road Race scheduled for July 28, 2013 from 8:00am – 11:00am.
Please review when you have a chance and recommend approval/denial.
Thank you,
Erin

**Erin M. O'Dea**
*Administrative Assistant to the Town Manager*
Town of York, Maine
186 York Street
York, Maine 03909
Phone: (207) 363-1000 x222
Fax: (207) 363-1019
Email: eodea@yorkmaine.org

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## Melissa M. Avery

**From:** Ellen Prince [ellenprince@gmail.com]
**Sent:** Tuesday, May 14, 2013 10:01 AM
**To:** Melissa M. Avery
**Subject:** Re: Special Events

Hi Melissa,

I'm so sorry - I try to keep up with all of these but they're so many!

Yes, York Ambulance will be at both of these events and they are fine.

Ellen

On Tue, May 14, 2013 at 9:54 AM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Good Morning Ellen!

Just wondering if you had a chance to review the following Special Event Permits:

Parks and Recreation's Four on the 4th Race

Parks and Recreation's York Day's 5K Race

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

www.yorkmaine.org

## Melissa M. Avery

**From:** Charles J. Szeniawski
**Sent:** Thursday, May 23, 2013 2:11 PM
**To:** Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com; Melissa M. Avery
**Subject:** Road Races
**Attachments:** York Days Rd Race 2013.pdf; $ on the 4th 2013.pdf

These are the assignments we will need in addition to the lead cruiser do to the number of participants . I have spoken with Director Sullivan he is aware ..

**Lieutenant Charles J. Szeniawski**
*Commander, Patrol Division*
Town of York, Maine Police Department
36 Main Street, York, ME 03909-6244
i: www.yorkpolice.org
e: cszeniawski@yorkpolice.org
p: (207) 363-1031, Ext. 104
f: (207) 361.6818

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# TOWN OF YORK, MAINE
## Police Department

**Douglas P. Bracy**
**Chief of Police**

*Mailing Address:*
*36 Main Street*
*York, Maine 03909*

*Dispatch*
**Non Emergency**
*(207) 363-4444*

*Administration*
*(207)363-1031*

*Facsimile*
*(207) 361-6818*

*www.yorkpolice.org*

**Committed to excellence**

**MEMORANDUM TO:** All Personnel

**FROM:** Sgt. Martin C. Doherty

**SUBJECT:** York Days Road Race

**DATE OF EVENT:** Sunday, July 28, 2013

The following personnel will report to the York High School parking area on Sunday, July 28, 2013 at 0745 hours to assist with the York Days Road Race.

Area Cruiser

****TOWN DETAIL Officer with Cruiser**

1. _____ ****Officer with a cruiser**
2. _____ (with bike early in for shift)
3. _____ (with bike early in for shift)

Area Cruiser will lead Road Race. **Officer #1** will shut down Ridge Road at Old Post Road intersection. **Officer #2** will be at Long Sands Road and Ridge Road intersection. **Officer #3** will stop traffic on Longs Sands Road at Robert Stevens Drive to let runners out.

When the bulk of runners exit High School, **Officer #3** will respond to assist at Long Sands Road and Webber Road intersection. **Officer #2** will respond to Webber Road and Long Beach Avenue

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 23, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Special Event Permit Application: "Ampsurf Learn to Surf Clinic" | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Permit Application

**PROPOSED MOTION:** I move to approve the Special Event Permit for Association of Amputee Surfers' "Ampsurf Learn to Surf Clinic" on Friday, June 7th and Saturdays, June 8th, July 13th, August 10th and September 7th, 2013, with the clinic starting at 8:00AM on Long Sands Beach.

**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: 04/15/2013 _____

Name of Event: __Ampsurf Learn to Surf Clinic
_____

Type of Event: ____Special Event
_____

Organization Name: ___Association of Amputee Surfers (Ampsurf)
_____ Phone #:_805.773.0302 _____

Organization Address: __PO Box 1034 _____City__Pismo Beach
_____ State: CA ____ Zip 93448-1034: _____

Applicant Name: Ian Gray_____ Phone #:_978.235.2278_____

Applicant Address: _22 Morse Road_____City:_Framingham_____ State: MA_____ Zip:_01701_____

Contact Name for Day of Event:__Ian Gray_____ Contact Phone #_978.235.2278_____

Date of Event: _06/07;06/08;07/13;08/10;09/07 2013_____ Day of Week: _06/07-Friday; rest of dates are Saturdays_____

Starting Time: _Set-up @ 7:00AM Clinic starts @ 8:00AM_____
Ending Time: _1:00PM Clean-up @ 2:00PM_____

Assembly Area: __Long Sands Beach
_____

Dispersal Area: ___Long Sands Beach
_____

Event Route:
____N/A_____

_____

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
____30_____

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

_____N/A_____

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

_____

Purpose of the Event: _To instruct local disabled an disabled veterans how to surf

_____

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 | 5/22/13 Szeniawski |
| Public Works | 5/22/13 Lessard |
| Parks/Recreation | 5/22/13 Sullivan |
| Village Fire | 5/21/13 Apgar |
| York Beach Fire | 5/22/13 Bridges |
| Code Enforcement | 5/21/13 Burns |
| York Ambulance | 5/21/13 Prince |

Special Conditions_____

_____

_____

_____

_____

_____

_____

_____

_____ _____

## Melissa M. Avery

**From:** Stephen H. Burns
**Sent:** Tuesday, May 21, 2013 1:43 PM
**To:** Melissa M. Avery
**Subject:** RE: Special Event Permit - Ampsurf

Missy,

I have no code issues for this event.

Steve

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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 1:38 PM
**To:** David K. Bridges; David Apgar; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; Charles J. Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Special Event Permit - Ampsurf

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.
Please let me know when you've had a chance to review!

Thank you!
Missy

Melissa M. Avery
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Ellen Prince [ellenprince@gmail.com]
**Sent:** Tuesday, May 21, 2013 1:48 PM
**To:** Melissa M. Avery
**Subject:** Re: Special Event Permit - Ampsurf

Fine with York Ambulance, thank you.

Ellen

On Tue, May 21, 2013 at 1:38 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.

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

Thank you!

Missy

____Melissa M. Avery____

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

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

www.yorkmaine.org

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## Melissa M. Avery

**From:** David Apgar
**Sent:** Tuesday, May 21, 2013 9:16 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: Tuesday, May 21, 2013 1:38 PM
To: David K. Bridges; David Apgar; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; Charles J. Szeniawski
Cc: Melissa M. Avery
Subject: Special Event Permit - Ampsurf

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org<http://www.yorkmaine.org>

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## Melissa M. Avery

**From:** Charles J. Szeniawski
**Sent:** Wednesday, May 22, 2013 1:42 PM
**To:** Melissa M. Avery
**Subject:** RE: Special Event Permit - Ampsurf

We have no issue with this as presented

**Lieutenant Charles J. Szeniawski**
*Commander, Patrol Division*
Town of York, Maine Police Department
36 Main Street, York, ME 03909-6244
i: www.yorkpolice.org
e: cszeniawski@yorkpolice.org
p: (207) 363-1031, Ext. 104
f: (207) 361.6818

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---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 11:49 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Charles J. Szeniawski
**Subject:** RE: Special Event Permit - Ampsurf

Good Morning!

Just checking to see if you guys had had a chance to look at this application, their first two dates are before the next Selectmen's meeting so as long as you all give your approvals we are going to try to get an informal OK from the selectmen for them where they have done it a few years in a row already.

Let me know when you get a chance to review,
Thanks again!
Missy

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 1:38 PM
**To:** David K. Bridges; David Apgar; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; Charles J. Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Special Event Permit - Ampsurf

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.
Please let me know when you've had a chance to review!

Thank you!
Missy

## Melissa M. Avery

**From:** Dean Lessard
**Sent:** Wednesday, May 22, 2013 1:45 PM
**To:** Melissa M. Avery
**Subject:** RE: Special Event Permit - Ampsurf

Hi Missy
DPW doesn't anticipate any problems with this event. DPW recommends approval.

Thanks
Dean

**Dean A. Lessard, P.E.** | *Director of Public Works*
**Town of York, Maine Department of Public Works**
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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 1:38 PM
**To:** David K. Bridges; David Apgar; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; Charles J. Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Special Event Permit - Ampsurf

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Michael J. Sullivan
**Sent:** Wednesday, May 22, 2013 2:18 PM
**To:** Melissa M. Avery; David K. Bridges; Dean Lessard; Charles J. Szeniawski
**Subject:** RE: Special Event Permit - Ampsurf

Parks and Recreation recommends approval

*Michael J. Sullivan, Director*
*Parks and Recreation*

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

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 11:49 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Charles J. Szeniawski
**Subject:** RE: Special Event Permit - Ampsurf

Good Morning!

Just checking to see if you guys had had a chance to look at this application, their first two dates are before the next Selectmen's meeting so as long as you all give your approvals we are going to try to get an informal OK from the selectmen for them where they have done it a few years in a row already.

Let me know when you get a chance to review,
Thanks again!
Missy

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 1:38 PM
**To:** David K. Bridges; David Apgar; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; Charles J. Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Special Event Permit - Ampsurf

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine

## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Wednesday, May 22, 2013 9:28 PM
**To:** Melissa M. Avery; Dean Lessard; Michael J. Sullivan; Charles J. Szeniawski
**Cc:** David K. Bridges
**Subject:** RE: Special Event Permit - Ampsurf

I don't have a problem with this applicant except I think 5 times is taking advantage of York and our beautiful beaches. I'm not sure about how many meters are used because of this but I guess if they pay the meter it doesn't matter. Dave

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 11:49 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Charles J. Szeniawski
**Subject:** RE: Special Event Permit - Ampsurf

Good Morning!

Just checking to see if you guys had had a chance to look at this application, their first two dates are before the next Selectmen's meeting so as long as you all give your approvals we are going to try to get an informal OK from the selectmen for them where they have done it a few years in a row already.

Let me know when you get a chance to review,
Thanks again!
Missy

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 1:38 PM
**To:** David K. Bridges; David Apgar; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince; Charles J. Szeniawski
**Cc:** Melissa M. Avery
**Subject:** Special Event Permit - Ampsurf

I have attached a Special Event Application for the Ampsurf Learn to Surf Clinic on June 6 and 7, July 13, August 10 and September 7.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 23, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Special Event Permit Application: "Great Maine Getaway" | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Permit Application

**PROPOSED MOTION:** I move to approve the Special Event Permit for National Multiple Sclerosis Society's "Great Maine Getaway" Bike Ride on Saturday, August 10th, 2013, starting at 10:00AM

**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: 2/11/13

Name of Event: Great Maine Getaway

Type of Event: Charity Bike Ride

Organization Name: National Multiple Sclerosis Society Phone #: 781·693·5158

Organization Address: 101A First Ave Ste C City Waltham State: MA Zip: 02451

Applicant Name: Drew Davis Phone #: 978·866·6955

Applicant Address: Same City: Same State: Same Zip: Same

Contact Name for Day of Event: Drew Davis Contact Phone # 978·866·6955

Date of Event: 8/10/13 Day of Week: Saturday

Starting Time: 10am Ending Time: 2pm

Assembly Area:

Dispersal Area:

Event Route: Attached

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
450

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):
6-8 support vehicles (cars + light trucks)

Describe how group is organized and supervised to insure order: Riders are given a safety speech before departing and are monitored by support vehicles

Purpose of the Event: To raise money for MS Programs + Research

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 | 2-13-2013 |
| Public Works | Lessard | 2-13-2013 |
| Parks/Recreation | Sullivan | 2-13-2013 |
| Village Fire | Apgar | 2-13-2013 |
| York Beach Fire | Bridges | 2-13-2013 |
| Code Enforcement | Burns | 2-13-2013 |
| York Ambulance | Prince | 2-14-2013 |

Special Conditions:

Police Department requires bright clothing, no pack riding and a contact number for the organizer. Fire Department requires bright clothing worn by riders, flags on each rider an a sign attached to the end vehicle stating "Caution Bikes in Road Ahead".

Town Manager

Date

## 2013 Bike MS Great Maine Getaway - Saturday 100 mile

**Net Control: 781-697-9058**

| Miles | Direction | Description | Go | Town |
|---|---|---|---|---|
| 0.00 | L | Hills Beach Rd | 0.10 | Biddeford |
| 0.10 | R | Newtown Rd | 0.10 | |
| | X | Rt. 9/Pool Rd | | |
| | | **Caution - Rt. 9 Traffic Does Not Stop** | | |
| 0.20 | S | Newtown Rd | 1.40 | |
| 1.60 | L | West St | 1.20 | |
| 2.80 | R | Pool St | 0.50 | |
| 3.30 | R | Oak Ridge Rd | 1.60 | Kennebunkport |
| 4.90 | L | Fox Farm Rd | 1.70 | |
| 6.60 | S | Oak Ridge Rd | 0.40 | |
| 7.00 | R | Gooserocks Rd | 1.00 | |
| 8.00 | L | Arundel Rd/Lester Wildes Rd | 2.70 | |
| 10.70 | S | River Rd | 1.00 | Arundel |
| 11.70 | L | Durrell's Bridge Rd | 0.30 | |
| 12.00 | R | Summer St | 1.60 | Kennebunk |
| 13.60 | L | Elm St/Portland Rd | 0.10 | |
| 13.70 | R | Fletcher St | 0.40 | |
| 14.10 | R | Enter Traffic Circle, Continue on Fletcher St | 0.50 | |
| 14.60 | | **Rest Stop - Kennebunk High School** | 0.90 | |
| 15.50 | S | Alfred St | 0.80 | |
| 16.30 | L | Mill St | 0.70 | |
| 17.00 | R | Whitten Rd | 1.50 | |
| 18.50 | L | Maguire Rd | 0.20 | |
| 18.70 | R | ME-9A/High St | 5.50 | |
| | X | Rt. 9/Sanford Rd | | |
| | | **CAUTION - RT. 9 TRAFFIC DOES NOT STOP** | | |
| 24.20 | R | ME-9W/N Berwick Rd | 5.30 | |
| 29.50 | | **Rest Stop - Pratt & Whitney** | 0.50 | |
| 30.00 | L | Elm St | 5.20 | North Berwick |
| 35.20 | R | Blackberry Hill Rd - ***Splits from 75*** | 1.50 | |
| 36.70 | S | Guinea Rd | 1.40 | |
| 38.10 | L | ME-9 W | 3.70 | Berwick |
| 41.80 | L | Allen St | 3.80 | |
| 45.60 | | **Lunch Stop - Central School** | 0.10 | South Berwick |
| 45.70 | L | ME-236 S/Dow Hwy | 1.70 | |
| 47.40 | L | ME-91 E/York Woods Rd | 3.60 | York |
| 51.00 | R | Birch Hill Rd | 2.20 | |
| 53.20 | L | Beech Ridge Rd | 1.30 | |
| 54.50 | L | Scotland Bridge Rd | 1.20 | |
| 55.70 | R | ME-91 E/Cider Hill Rd. | 1.60 | |
| 57.30 | L | Bog Rd | 1.40 | |
| 58.70 | S | Scituate Rd | 2.00 | |
| 60.70 | L | Chases Pond Rd | 0.30 | |
| 61.00 | | **Rest Stop - The Fitness Studio** | 1.00 | |
| 62.00 | S | Agamenticus Rd/Old Mountain Rd | 0.60 | |
| 62.60 | S | Mountain Rd | 0.50 | |
| 63.10 | R | Clay Rd | 1.60 | |
| 64.70 | L | N Village Rd | 2.00 | South Berwick |
| 66.70 | S | Berwick Rd/Ogunquit Rd | 1.30 | |
| 68.00 | R | N Village Rd | 1.10 | |
| 69.10 | R | Tatnic Rd - ***Rejoins 75*** | 2.30 | Ogunquit |
| 71.40 | L | Old County Rd | 0.30 | |

L=Left, R=Right, X=Cross, S=Straight, B=Bear, @=at

## 2013 Bike MS Great Maine Getaway - Saturday 100 mile

**Net Control: 781-697-9058**

| Miles | Direction | Description | Go | Town |
|---|---|---|---|---|
| 71.70 | R | Kimballs Ln | 0.10 | |
| | X | Route 1 | | |
| 71.80 | S | Bourne Ave | 0.70 | |
| 72.50 | L | Ocean Ave | 1.30 | |
| 73.80 | R | Webhannet Dr | 1.20 | Wells |
| 75.00 | L | Mile Rd | 0.90 | |
| 75.90 | R | U.S. 1 N/Post Rd | 1.40 | |
| 77.30 | | **Rest Stop - Congregational Church of Wells** | 1.40 | |
| 78.70 | R | Laudholm Farm Rd | 0.40 | |
| 79.10 | L | Skinner Mill Rd | 0.60 | |
| 79.70 | R | ME-9 E/Port Rd | 2.40 | |
| 82.10 | R | Sea Rd | 0.70 | Kennebunk |
| 82.80 | S | Beach Ave | 2.10 | |
| 84.90 | R | ME-9 E/Western Ave | 0.30 | |
| 85.20 | R | Ocean Ave | 3.10 | |
| 88.30 | S | Turbats Creek Rd | 0.40 | |
| 88.70 | R | Wildes District Rd | 0.10 | Kennebunkport |
| 88.80 | | **Rest Stop - Wildwood Fire Co.** | 1.00 | |
| 89.80 | R | ME-9 E/Main St | 0.20 | |
| 90.00 | L | ME-9 E/Mills Rd | 2.90 | |
| 92.90 | R | Dyke Rd | 0.60 | |
| 93.50 | L | Kings Hwy | 0.70 | |
| 94.20 | L | New Biddeford Rd | 0.90 | |
| 95.10 | R | ME-9 E/Mills Rd | 1.70 | Biddeford |
| 96.80 | R | Fortunes Rocks Rd | 1.70 | |
| 98.50 | L | Bridge Rd | 0.60 | |
| 99.10 | R | Old Pool Rd | 1.30 | |
| 100.40 | L | Hills Beach Rd | 0.20 | |
| 100.60 | R | Hills Beach Rd | | |
| | FINISH | **Finish Line - Congratulations! You made it!** | | |
| **Route closes at 4:00PM** | | | | |

L=Left, R=Right, X=Cross, S=Straight, B=Bear, @=at

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/04/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**
MARSH USA, INC.
445 SOUTH STREET
MORRISTOWN, NJ 07960-6454

123456-Stand--12-13 WALTH

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

| INSURER(S) AFFORDING COVERAGE | | NAIC # |
|---|---|---|
| INSURER A : | Federal Insurance Company | 20281 |
| INSURER B : | Great Northern Insurance Company | 20303 |
| INSURER C : | ACE Property & Casualty Insurance Company | 20699 |
| INSURER D : | Employers Insurance Company Of Wausau | 21458 |
| INSURER E : | | |
| INSURER F : | | |

**INSURED**
NATIONAL MULTIPLE SCLEROSIS SOCIETY
GREATER NEW ENGLAND CHAPTER
101A FIRST AVENUE, STE 6
WALTHAM, MA 02451

## COVERAGES

**CERTIFICATE NUMBER:** NYC-006577731-02 **REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | | |
|---|---|---|---|---|---|---|---|---|---|
| A | **GENERAL LIABILITY** | | | 3583-33-49 | 12/31/2012 | 12/31/2013 | EACH OCCURRENCE | $ | 1,000,000 |
| | X COMMERCIAL GENERAL LIABILITY | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ | 1,000,000 |
| | CLAIMS-MADE X OCCUR | | | | | | MED EXP (Any one person) | $ | 10,000 |
| | | | | | | | PERSONAL & ADV INJURY | $ | 1,000,000 |
| | | | | | | | GENERAL AGGREGATE | $ | 2,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | PRODUCTS - COMP/OP AGG | $ | 1,000,000 |
| | POLICY PRO-JECT X LOC | | | | | | | $ | |
| | **AUTOMOBILE LIABILITY** | | | (12)7353-02-37 | 12/31/2012 | 12/31/2013 | COMBINED SINGLE LIMIT (Ea accident) | $ | 1,000,000 |
| | X ANY AUTO | | | | | | BODILY INJURY (Per person) | $ | |
| | ALL OWNED AUTOS / SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) | $ | |
| | X HIRED AUTOS / X NON-OWNED AUTOS | | | | | | PROPERTY DAMAGE (Per accident) | $ | |
| | | | | | | | Comp/Coll Deductible | $ | 1,000 |
| C | X **UMBRELLA LIAB** X OCCUR | | | M00552835 022 | 12/31/2012 | 12/31/2013 | EACH OCCURRENCE | $ | 5,000,000 |
| | **EXCESS LIAB** CLAIMS-MADE | | | | | | AGGREGATE | $ | 5,000,000 |
| | DED RETENTION $ | | | | | | | $ | |
| D | **WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N | N / A | | WCC-Z91-451053-012 | 12/31/2012 | 12/31/2013 | X WC STATU-TORY LIMITS / OTH-ER | | |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. EACH ACCIDENT | $ | 1,000,000 |
| | | | | | | | E.L. DISEASE - EA EMPLOYEE | $ | 1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ | 1,000,000 |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**
RE: MS BIKE TOUR
THE TOWN OF YORK IS ADDED AS ADDITIONAL INSURED EXCLUDING WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY POLICY.

## CERTIFICATE HOLDER

TOWN OF YORK
186 YORK ST.
YORK, ME 03909

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.
Manashi Mukherjee Manashi Mukherjee

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**National**
**Multiple Sclerosis**
**Society**
Greater
New England
Chapter

Mr. Robert Yandow
Town Manager
186 York St.
York, ME. 03909

February 4, 2013

Dear Mr. Yandow,

The Bike MS Great Maine Getaway will be held on August 10th and 11th, 2013. I would like to ask the Town of York to permit us to use town roads for our annual two day cycling event. Approximately 450 people will be passing through town on Saturday between 8am – 4pm, as they take part in one of our 50, 75, or 100 mile routes that start and finish at The University of New England. I have included a route cue sheet for your review, and we will thoroughly mark the route and have police details where appropiate. I am sending a similar letter to the Chief of Police as well.

The 2012 Great Maine Getaway raised over $375,000, and we're looking to increase that this year to $400,000. The funds we raise through special events such as the GMG pay for our programs and services, in addition to funding research to find a cure for the 3000 Maine residents who have MS.

If we can have your permission to use the town roads this year, please fax or return one signed copy of this letter to me. Please feel free to call or email me if you have any questions or concerns. Thank you for your consideration and for your support. We greatly appreciate it.

Best Regards,

Drew Davis
Logistics Manager
National MS Society
Greater New England Chapter
(o)781-693-5158
Drew.davis@nmss.org

*Signature: _____ *Date:_____

*Printed Name: _____

## Erin O'Dea

**From:** Charles J. Szeniawski
**Sent:** Wednesday, February 13, 2013 11:13 AM
**To:** Erin O'Dea; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** RE: Special Event - Great Maine Getaway

I would request the same requirements we have been asking of the other bike rides Bright Clothing no pack riding so as to obstruct traffic and trailing vehicles for safety . A contact phone number for one of the organizer should there be an issue .

**Lieutenant Charles J. Szeniawski**
*Commander, Patrol Division*
Town of York, Maine Police Department
36 Main Street, York, ME 03909-6244
i: www.yorkpolice.org
e: cszeniawski@yorkpolice.org
p: (207) 363-1031, Ext. 104
f: (207) 361.6818

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---

**From:** Erin O'Dea
**Sent:** Wednesday, February 13, 2013 8:25 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - Great Maine Getaway

Attached you will find a special event application for the Great Maine Getaway to be held August 10th and 11th, 2013. This is a two day event however, they only expect to be passing through York on Saturday.
Please review when you have a chance and recommend approval/denial.
Thank you,
Erin

**Erin O'Dea**
*Administrative Assistant to the Town Manager*
Town of York, Maine Municipal Offices
186 York Street
York, Maine 03909
Phone: (207) 363-1000 ext. 222
Fax: (207) 363-1019

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## Erin O'Dea

**From:** Dean Lessard
**Sent:** Wednesday, February 13, 2013 11:36 AM
**To:** Erin O'Dea; Charles J. Szeniawski; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** RE: Special Event - Great Maine Getaway

Hi Erin
DPW doesn't anticipate any issues with this event. However I think they have a turn direction that is incorrect on their route description. If the bikers are doing a rest stop at the Maine district court then it would be a right on to Chases Pond Road from Scituate Road not a left as described. Also what they label as Clay Road is really Clay Hill Rd.

Thanks
Dean

---

**From:** Erin O'Dea
**Sent:** Wednesday, February 13, 2013 8:25 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - Great Maine Getaway

Attached you will find a special event application for the Great Maine Getaway to be held August 10th and 11th, 2013. This is a two day event however, they only expect to be passing through York on Saturday.
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Thank you,
Erin

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186 York Street
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## Erin O'Dea

**From:** David K. Bridges
**Sent:** Wednesday, February 13, 2013 3:43 PM
**To:** Erin O'Dea
**Cc:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Re: Special Event - Great Maine Getaway

I would ask this group to do the same as the other bike riders. Bright colored clothes, flags on end rider of each group and a sign attached to the end vehicle stating " caution bikers in toad ahead". These safety items should be a standard for all bike events. Dave

Sent from my iPhone. Dave

On Feb 13, 2013, at 8:24 AM, "Erin O'Dea" <eodea@yorkmaine.org> wrote:

> Attached you will find a special event application for the Great Maine Getaway to be held August 10th and 11th, 2013. This is a two day event however, they only expect to be passing through York on Saturday.
> Please review when you have a chance and recommend approval/denial.
> Thank you,
> Erin
>
> Erin O'Dea
> Administrative Assistant to the Town Manager Town of York, Maine
> Municipal Offices
> 186 York Street
> York, Maine 03909
> Phone: (207) 363-1000 ext. 222
> Fax: (207) 363-1019
>
>
> _____
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> <Great Maine Getaway - 8-10-13.pdf>

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## Erin O'Dea

**From:** Michael J. Sullivan
**Sent:** Wednesday, February 13, 2013 12:44 PM
**To:** Erin O'Dea; Charles J. Szeniawski; Dean Lessard; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** RE: Special Event - Great Maine Getaway

Parks and Recreation recommends approval.

*Michael J. Sullivan, Director*
*Parks and Recreation*

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

---

**From:** Erin O'Dea
**Sent:** Wednesday, February 13, 2013 8:25 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - Great Maine Getaway

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Thank you,
Erin

**Erin O'Dea**
*Administrative Assistant to the Town Manager*
Town of York, Maine Municipal Offices
186 York Street
York, Maine 03909
Phone: (207) 363-1000 ext. 222
Fax: (207) 363-1019

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## Erin O'Dea

**From:** Stephen H. Burns
**Sent:** Wednesday, February 13, 2013 11:16 AM
**To:** Erin O'Dea
**Subject:** RE: Special Event - Great Maine Getaway

Erin,

I have no code issues with this event.

Steve

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

---

**From:** Erin O'Dea
**Sent:** Wednesday, February 13, 2013 8:25 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - Great Maine Getaway

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## Erin O'Dea

**From:** David Apgar
**Sent:** Wednesday, February 13, 2013 3:28 PM
**To:** Erin O'Dea
**Subject:** RE: Special Event - Great Maine Getaway

Village Fire approval.

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

---

**From:** Erin O'Dea
**Sent:** Wednesday, February 13, 2013 8:24 AM
**To:** Charles J. Szeniawski; Dean Lessard; Michael J. Sullivan; Christopher Balentine; David Apgar; David K. Bridges; Stephen H. Burns; ellenprince@gmail.com
**Subject:** Special Event - Great Maine Getaway

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Erin

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York, Maine 03909
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## Erin O'Dea

**From:** Ellen Prince [ellenprince@gmail.com]
**Sent:** Thursday, February 14, 2013 12:58 PM
**To:** Erin O'Dea
**Subject:** [GRAYMAIL] Re: Special Event - Great Maine Getaway

OK with York Ambulance.

Thanks!
Ellen

On Wed, Feb 13, 2013 at 8:24 AM, Erin O'Dea <eodea@yorkmaine.org> wrote:

Attached you will find a special event application for the Great Maine Getaway to be held August 10th and 11th, 2013. This is a two day event however, they only expect to be passing through York on Saturday.

Please review when you have a chance and recommend approval/denial.

Thank you,

Erin

**Erin O'Dea**

*Administrative Assistant to the Town Manager*

Town of York, Maine Municipal Offices

186 York Street

York, Maine 03909

Phone: (207) 363-1000 ext. 222

Fax: (207) 363-1019

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--
*Ellen Prince*

AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 23, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Special Event Permit Application: "Graystone Builders Bonfire Benefit" | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Permit Application

**PROPOSED MOTION:** I move to approve the Special Event Permit for "Graystone Builders Bonfire Benefit" on Saturday, August 24, 2013 starting at 5:30PM at Long Sands Beach.

**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: 5-22-13

Name of Event: GRAYSTONE BUILDERS BONEFIRE BENEFIT

Type of Event: BENEFIT THE YORK FOOD PANTRY.

Organization Name: BENEFIT BONEFIRE. Phone #:

Organization Address: City State: Zip:

Applicant Name: WALTER O. WOODS PRES. Phone #: (207) 363-6085

Applicant Address: 764 US RT 1 #11 City: YORK State: ME Zip: 03909

Contact Name for Day of Event: WALTER O. WOODS. Contact Phone #: (207) 363-6085 / 207-752-0062

Date of Event: 8/24/13 Day of Week: SATURDAY EVENING.

Starting Time: 5:30 PM Ending Time: 10:00 P.M.

Assembly Area: LONGSANDS BEACH IN FRONT OF BATH HOUSE

Dispersal Area: SAME

Event Route: N/A

Approximate Number of Persons Attending (if more than 500, Insurance coverage needed)
700

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

ONE BAND, SOUND SYSTEM, 8 VEHICLES, 2 COOKOUT GRILLS, 1 firetruck

Describe how group is organized and supervised to insure order: SAME AS IN THE PAST. Well organized group of volunteers w/ experience

Purpose of the Event: BENEFIT YORK FOOD PANTRY.

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

Signature of Applicant: Walter O. Woods

**For Town Use Only**

Reviewed by:

| **Department** | **Initials** | |
|---|---|---|
| Police Department | Szeniawski | 5-22-2013 |
| Public Works | Lessard | 5-22-2013 |
| Parks/Recreation | Sullivan | 5-22-2013 |
| Village Fire | Apgar | 6-3-2013 |
| York Beach Fire | Bridges | 5-22-2013 |
| Code Enforcement | Burns | 5-22-2013 |
| York Ambulance | Prince | 5-22-2013 |

Special Conditions:

**Bridges:** $120/hour for an engine and one firefighter for 5 hours, totaling $600.

Will need to get burn permit the day of the event and will need to spate cooking area from the public with a barrier. Also show proof of insurance

Town Manager

Date

## Melissa M. Avery

**From:** David Apgar
**Sent:** Monday, June 03, 2013 8:05 PM
**To:** Melissa M. Avery
**Subject:** RE: Special Event - Graystone Builders Bonfire

Village Fire approval.

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

---

From: Melissa M. Avery
Sent: Monday, June 03, 2013 10:18 AM
To: David Apgar
Subject: FW: Special Event - Graystone Builders Bonfire

Have you had a chance to review the special event permit for the Graystone Builders Bonfire?
-Missy

From: Melissa M. Avery
Sent: Wednesday, May 22, 2013 1:50 PM
To: Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
Subject: RE: Special Event - Graystone Builders Bonfire

Here is the promised attachment!

From: Melissa M. Avery
Sent: Wednesday, May 22, 2013 1:35 PM
To: Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
Cc: Melissa M. Avery
Subject: Special Event - Graystone Builders Bonfire

Good Afternoon!

I have attached a Special Event Application for the Graystone Builders Bonfire Benefit on August 24, 2013.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org<http://www.yorkmaine.org>

## Melissa M. Avery

**From:** Ellen Prince [ellenprince@gmail.com]
**Sent:** Wednesday, May 22, 2013 1:51 PM
**To:** Melissa M. Avery
**Subject:** Re: Special Event - Graystone Builders Bonfire

OK with York Ambulance.

Ellen

On Wed, May 22, 2013 at 1:49 PM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Here is the promised attachment!

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

Good Afternoon!

I have attached a Special Event Application for the Graystone Builders Bonfire Benefit on August 24, 2013.

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

Thank you!

Missy

____Melissa M. Avery____

Assistant to the Town Manager

Town of York, Maine

## Melissa M. Avery

**From:** Dean Lessard
**Sent:** Wednesday, May 22, 2013 1:52 PM
**To:** Melissa M. Avery
**Cc:** Timothy DePerrio
**Subject:** RE: Special Event - Graystone Builders Bonfire

Missy
DPW doesn't anticipate any problems with this event. DPW recommends approval.

Thanks
Dean

**Dean A. Lessard, P.E.** | *Director of Public Works*
**Town of York, Maine Department of Public Works**
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

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:50 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

Here is the promised attachment!

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**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

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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
www.yorkmaine.org

## Melissa M. Avery

**From:** Stephen H. Burns
**Sent:** Wednesday, May 22, 2013 1:57 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

Missy,

I have no code enforcement issues with this because it's OK with the codes my Department administers. However, Beach Ordinance compliance needs to be reviewed by the Police Department, York Beach Fire and Parks & Rec.

Thanks!

Steve

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

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:50 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

Here is the promised attachment!

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**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

Good Afternoon!

I have attached a Special Event Application for the Graystone Builders Bonfire Benefit on August 24, 2013.
Please let me know when you've had a chance to review!

Thank you!
Missy

## Melissa M. Avery

**From:** Charles J. Szeniawski
**Sent:** Wednesday, May 22, 2013 2:21 PM
**To:** Melissa M. Avery; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

As long as York Beach Fire is Ok with this we are allset .

**Lieutenant Charles J. Szeniawski**
*Commander, Patrol Division*
Town of York, Maine Police Department
36 Main Street, York, ME 03909-6244
i: www.yorkpolice.org
e: cszeniawski@yorkpolice.org
p: (207) 363-1031, Ext. 104
f: (207) 361.6818

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---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:50 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

Here is the promised attachment!

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**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

Good Afternoon!

I have attached a Special Event Application for the Graystone Builders Bonfire Benefit on August 24, 2013.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

## Melissa M. Avery

**From:** Michael J. Sullivan
**Sent:** Wednesday, May 22, 2013 2:22 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

Parks and Recreation recommends approval

*Michael J. Sullivan, Director*
*Parks and Recreation*

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

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:50 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

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**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

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

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Wednesday, May 22, 2013 9:19 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** David K. Bridges
**Subject:** RE: Special Event - Graystone Builders Bonfire

This year will be the first year that we will have to pay for Fire Department coverage. He will need to pay $120/ hour for an Engine and 1 firefighter. The Engine and firefighter will need to be there for 5 hours for a total of $600. He cannot get his permit until the day of the bonfire, will need to separate his cooking area from the public area with some kind of barrier to protect the public from burns from his cooking equipment, and will need to show proof of insurance should something go wrong and a fire start in the area caused from his bonfire. If these issues are met then I can support the event. Dave

---

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:50 PM
**To:** Melissa M. Avery; Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - Graystone Builders Bonfire

Here is the promised attachment!

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**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

Good Afternoon!

I have attached a Special Event Application for the Graystone Builders Bonfire Benefit on August 24, 2013.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Walter Woods [lvtofsh2@yahoo.com]
**Sent:** Thursday, May 23, 2013 8:58 AM
**To:** Melissa M. Avery
**Subject:** Re: Special Event Permit

Good morning Melissa, all cookout areas are enclosed by caution tape, the York Food Pantry supplies the insurance policy a week prior to the event for that day and when do I need to make payment to the fire department? This is typicall of our process at every event. If you have any questions feel free to contact me at 207 752 0062.

Walter

Sent from Yahoo! Mail on Androi

---

**From:** Melissa M. Avery <mmavery@yorkmaine.org>;
**To:** lvtofsh2@yahoo.com <lvtofsh2@yahoo.com>;
**Subject:** Special Event Permit
**Sent:** Thu, May 23, 2013 12:32:25 PM

Hi Walter!

Just letting you know that Dave Bridges has the following stipulations for your Special Event Permit for your Bonfire:

This year will be the first year that we will have to pay for Fire Department coverage. He will need to pay $120/ hour for an Engine and 1 firefighter. The Engine and firefighter will need to be there for 5 hours for a total of $600. He cannot get his permit until the day of the bonfire, will need to separate his cooking area from the public area with some kind of barrier to protect the public from burns from his cooking equipment, and will need to show proof of insurance should something go wrong and a fire start in the area caused from his bonfire. If these issues are met then I can support the event. Dave

**From:** Melissa M. Avery
**Sent:** Wednesday, May 22, 2013 1:35 PM
**To:** Charles J. Szeniawski; Dean Lessard; David K. Bridges; David Apgar; Christopher Balentine; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - Graystone Builders Bonfire

Good Afternoon!

I have attached a Special Event Application for the Graystone Builders Bonfire Benefit on August 24, 2013.

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

Thank you!

Missy

---

Let me know if you are willing to meet those conditions and want to go forward with the application

Thanks Walter!

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

www.yorkmaine.org

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AGENDA ITEM NUMBER: ____

# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| | |
|---|---|
| **Date Submitted:** May 23, 2013 | **Type of Action:** |
| **Date Action Requested:** June 10, 2013 | ☐ **Procedural** ☒ **Formal Action** |
| **Regular** X **Work Session** __ | ☐ **Other:** _____ |
| **Subject:** Special Event Permit Application: "York Volunteer Fire Department's Annual Field Day" | |

**TO:** **BOARD OF SELECTMEN**

**FROM:** Melissa M. Avery

**RECOMMENDATION:** Approve Permit Application

**PROPOSED MOTION:** I move to approve the Special Event Permit for "York Volunteer Fire Department's Annual Field Day" on Saturday, August 17, 2013 starting at 11:00AM.

**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. Yandow

# 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: 5-20-13

Name of Event: York Vol Fire Dept: Annual Field Day

Type of Event: Firemen's Parade & muster

Organization Name: York Vol Fire Dp Phone #: 363 2015

Organization Address: 1 Firehouse Dr City York State: Me Zip: 03909

Applicant Name: Chris Valentine Phone #: Same

Applicant Address: Same City: Same State: ____ Zip: ____

Contact Name for Day of Event: Same Contact Phone # 207 363 2015

Date of Event: 8-17-13 Day of Week: Saturday

Starting Time: 11AM Ending Time: 4pm

Assembly Area: Woodbridge Rd @ Trinity Church

Dispersal Area: parade ends @ Library/Muster @ Mountain Park

Event Route: York St From Trinity Church to York Village Monument, parade ending @ Library

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)
300-400

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

Fire vehicles & fire men & non motorized apparatus.

Describe how group is organized and supervised to insure order:

YPD & YFD working together with area chiefs/officers

Purpose of the Event: Firefighters Reunion / Brotherhood Muster & displays.

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

Signature of Applicant: Chris Valentine

We have our own insurance coverage.

This is our 27th annual field day.

**For Town Use Only**

Reviewed by:

| **Department** | **Initials** | |
|---|---|---|
| Police Department | Szeniawski | 5-21-2013 |
| Public Works | Lessard | 5-21-2013 |
| Parks/Recreation | Sullivan | 5-21-2013 |
| Village Fire | Apgar | 5-20-2013 |
| York Beach Fire | Bridges | 5-22-2013 |
| Code Enforcement | Burns | 6-3-2013 |
| York Ambulance | Prince | 5-21-2013 |

Special Conditions:

_____

_____

_____

_____

_____

_____

_____

_____

_____ _____

Town Manager Date

## Melissa M. Avery

**From:** Michael J. Sullivan
**Sent:** Tuesday, May 21, 2013 10:54 AM
**To:** Melissa M. Avery; David K. Bridges; Dean Lessard; Stephen H. Burns; Charles J. Szeniawski; Ellen Prince
**Subject:** RE: Special Event - York Volunteer Fire Department: Annual Field Day

Parks and Recreation recommends approval

*Michael J. Sullivan, Director*
*Parks and Recreation*

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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 8:08 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Charles J. Szeniawski; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - York Volunteer Fire Department: Annual Field Day

Good Morning,

I have attached a Special Event Application for the York Volunteer Fire Department's Annual Field Day on August 17, 2013.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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## Melissa M. Avery

**From:** Ellen Prince [ellenprince@gmail.com]
**Sent:** Tuesday, May 21, 2013 8:52 AM
**To:** Melissa M. Avery
**Cc:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Charles J. Szeniawski
**Subject:** Re: Special Event - York Volunteer Fire Department: Annual Field Day

York Ambulance is all set with this and looking forward to it!

On Tue, May 21, 2013 at 8:07 AM, Melissa M. Avery <mmavery@yorkmaine.org> wrote:

Good Morning,

I have attached a Special Event Application for the York Volunteer Fire Department's Annual Field Day on August 17, 2013.

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

Thank you!

Missy

____Melissa M. Avery____

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

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

www.yorkmaine.org

Please consider the environment before printing this email.

## Melissa M. Avery

**From:** Dean Lessard
**Sent:** Tuesday, May 21, 2013 9:00 AM
**To:** Melissa M. Avery
**Subject:** RE: Special Event - York Volunteer Fire Department: Annual Field Day

Hi Missy
DPW doesn't anticipate any problems with this event. DPW recommends approval.

Thanks
Dean

**Dean A. Lessard, P.E.** | *Director of Public Works*
**Town of York, Maine Department of Public Works**
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

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 8:08 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Charles J. Szeniawski; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - York Volunteer Fire Department: Annual Field Day

Good Morning,

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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
www.yorkmaine.org

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## Melissa M. Avery

**From:** Charles J. Szeniawski
**Sent:** Tuesday, May 21, 2013 10:08 AM
**To:** Melissa M. Avery; David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Ellen Prince
**Subject:** RE: Special Event - York Volunteer Fire Department: Annual Field Day

York Police have no issue with the parade we will have detail officers for traffic control along the route.

**Lieutenant Charles J. Szeniawski**
*Commander, Patrol Division*
Town of York, Maine Police Department
36 Main Street, York, ME 03909-6244
i: www.yorkpolice.org
e: cszeniawski@yorkpolice.org
p: (207) 363-1031, Ext. 104
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**Sent:** Tuesday, May 21, 2013 8:08 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Charles J. Szeniawski; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - York Volunteer Fire Department: Annual Field Day

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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
www.yorkmaine.org

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## Melissa M. Avery

**From:** David K. Bridges
**Sent:** Wednesday, May 22, 2013 9:31 PM
**To:** Melissa M. Avery
**Subject:** RE: Special Event - York Volunteer Fire Department: Annual Field Day

No problem with this it's in the Village District

---

**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 8:08 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Charles J. Szeniawski; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - York Volunteer Fire Department: Annual Field Day

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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
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org



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## Melissa M. Avery

**From:** Stephen H. Burns
**Sent:** Monday, June 03, 2013 10:27 AM
**To:** Melissa M. Avery
**Subject:** RE: Special Event - York Volunteer Fire Department: Annual Field Day

Missy,

I have no code concerns with this event.

Steve

Stephen H. Burns
Community Development Director

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**From:** Melissa M. Avery
**Sent:** Monday, June 3, 2013 10:16 AM
**To:** Stephen H. Burns
**Subject:** FW: Special Event - York Volunteer Fire Department: Annual Field Day

Have you had a chance to review the York Fire Dept. Field Day special event permit yet?

-Missy

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**From:** Melissa M. Avery
**Sent:** Tuesday, May 21, 2013 8:08 AM
**To:** David K. Bridges; Dean Lessard; Michael J. Sullivan; Stephen H. Burns; Charles J. Szeniawski; Ellen Prince
**Cc:** Melissa M. Avery
**Subject:** Special Event - York Volunteer Fire Department: Annual Field Day

Good Morning,

I have attached a Special Event Application for the York Volunteer Fire Department's Annual Field Day on August 17, 2013.
Please let me know when you've had a chance to review!

Thank you!
Missy

____ Melissa M. Avery ____
Assistant to the Town Manager
Town of York, Maine
186 York Street, York, ME 03909
Phone: (207) 363-1000 | Fax: (207) 363-1019
www.yorkmaine.org

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