

TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

**Board of Selectmen Agenda
Village Fire Station- 32 North Street
March 8, 2018 – 6:00 PM**

1. Call to Order.
2. Joint meeting with Budget Board for fiscal year 2019 municipal budget presentation and discussion of department capital requests.
3. Approve the March 1, and February 22, 2018, selectmen meeting minutes.
4. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).
5. 7 PM. Public Hearing to consider application for liquor license for Musette, LLC, 2 Pier Road, Kennebunkport.
6. Consider a renewal liquor license application submitted by Coastal Breezes, Inc., DBA The Kennebunkport Inn, 1 Dock Square.
7. Consider a special amusement permit for Coastal Breezes, Inc., DBA The Kennebunkport Inn, 1 Dock Square.
8. Consider a renewal liquor license application submitted by W & A, Inc. , DBA Cape Pier Chowder House, 79 Pier Road.
9. Consider a renewal liquor license application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue.
10. Consider a renewal special amusement permit application submitted by Boughton Hotel DBA The Colony Hotel, 140 Ocean Avenue.
11. Consider a renewal liquor license for The Ramp Grill, LLC, DBA Pier 77 Restaurant, 77 Pier Road.
12. Consider a renewal liquor license for RL Restaurant, LLC, DBA Salt and Honey, 24 Ocean Avenue.
13. Review of Town Attorney's response to letter regarding Kings Highway addressing.

6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046
Tel: (207) 967-4243 Fax: (207) 967-8470

14. Award the bid for the one ton, chassis, cab truck with standard 96" pick up body for the Kennebunkport Fire Departments.
15. Public discussion and input regarding proposed ordinance revisions for Town Meeting Warrant:
 - a. Street Ordinance
 - b. Administrative Code
 - c. Cape Porpoise Pier
 - d. Revision to Growth Area Map
 - e. Setback from Road/ROW cleanup, Clarification
 - f. Parking Standard revision 6.9 6.10 removal of lot coverage credit for semi-pervious materials
 - g. Removal of fees from Floodplain Management Ordinance
16. Authorize Town Manager to sign the Memorandum of Understanding for Shelter Services between Kennebunkport, Kennebunk, and Arundel.
17. Authorize a Housing Committee.
18. Authorize a short-term Rental Committee.
19. Sarah Lachance to discuss proposed resolution regarding offshore drilling.
20. Other business.
21. Approve the March 8, 2018, Treasurer's Warrant.
22. Adjournment.



Agenda Item Divider



**Board of Selectmen Meeting
Village Fire Station – 32 North Street
February 22, 2018 – 6:00 PM**

Minutes of the Selectmen's Meeting of February 22, 2018

Selectmen Attending: Stuart Barwise, Patrick A. Briggs, Allen Daggett, Sheila Matthews-Bull, Edward Hutchins

Others: Dean Auriemma, Tom and Susan Boak, Michael Claus, Michael Davis, Susan Gesing, Werner Gilliam, David James, Alison Kenneway, Bill and Ki Leffler, Lee and Crystal McCurdy, Arlene McMurray, David Powell, Laurie Smith and others

1. Call to Order.

Chair Briggs called the meeting to order at 6:02 PM.

2. Approve the February 8, 2018, selectmen meeting minutes.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to approve the February 8, 2018, selectmen meeting minutes. **Vote:** 3-0-2/Selectmen Briggs and Daggett abstained because they were not present at that meeting.

3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).

Bill Leffler talked about the students at Kennebunk High School's reaction to the recent shootings at Stoneman Douglas High School in Parkland Florida. The students are working to see what can be done to prevent this from happening in Kennebunkport. He would like the Town to pass some sort of resolution to support the students at the high school who want to be part of this at the national level.

Chair Briggs said they have been proactive and have been working with the police department on ways to make the school safer for about a year now.

4. Presentation by the Ad Hoc Senior Advisory Committee regarding the Senior Questionnaire.

Chair of the Ad Hoc Senior Advisory Committee Bill Leffler thanked the Board of Selectmen for the opportunity to share their report. He also thanked the committee members and the 33% of residents who responded to their survey.

Mr. Leffler along with Susan Boak and Susan Gesing presented the results of their survey. The committee recommended that the Town consider becoming an Age-Friendly Community and appoint a Senior Advisory Committee. (See Exhibit A).

Town Manager Laurie Smith complimented the committee on their presentation and asked the Board how it would like to proceed.

The Board would like time to consider this information and have the town manager come back with a proposal at a future meeting.

5. Consider consent agreement regarding building setback violations for 25 Mills Road.

Director of Planning and Development Werner Gilliam reported that back in 1990, a previous owner received a permit to build a garage on the back of the existing house. Zoning requires a 15 ft setback from the lot's sidelines. A recent survey showed that the garage is actually 10 ft from the boundary line, and it is believed this was done in error. The current property owner (the third owner since 1990) would like to sell this property. Staff recommends approving the consent agreement so the property can be in compliance with zoning.

The Board agrees that since this property has changed hands several times, the current owners are not at fault.

Chair Briggs commented that from his own experience, it is very important to have a lot survey performed in order to avoid future problems.

Selectman Barwise suggested asking the town attorney for guidance on how to deal with future violations since some are levied fines and legal fees while others are waived.

Motion by Selectman Hutchins, seconded by Selectman Daggett, to enter into a consent agreement for a setback violation at 25 Mills Road, and to waive the fines and legal fees. **Vote:** 5-0.

6. Approve restrictions on vehicle weight limits on certain roads in accordance with 29-A M.R.S.A. Section 2395 and the Kennebunkport Traffic and Parking Control Ordinance.

Selectman Barwise said he learned from his own experience that some businesses need to receive deliveries of products or equipment during times when road weight limits are imposed. He asked if there are exceptions or if there should be some language in the ordinance to allow exceptions.

Director of Public Works Michael Claus said the Board can authorize any exceptions or the Board can give that authority to him or the Town Manager.

Ms. Smith added that there is a lot to consider. There are deliveries of concrete, etc. that could damage the roads.

Mr. Claus said he could develop a permit system that some other towns already have and e-mail the permit to people.

Motion by Selectman Hutchins, seconded by Selectman Matthews-Bull, to authorize the public works director through a permitting system to make determinations on exceptions as he deems appropriate prior to use of a posted road. **Vote:** 5-0.

Motion by Selectman Hutchins seconded by Selectman Barwise, to approve restrictions on vehicle weight limits on certain roads in accordance with 29-A M.R.S.A. Section 2395 and the Kennebunkport Traffic and Parking Control Ordinance. **Vote:** 5-0.

7. Review recommendations from Harbormaster regarding violations of the Waterfront Ordinance, Cape Porpoise Pier Ordinance and Pier Rules and Regulations.

Harbormaster Lee McCurdy reported that William McKay twice violated storage of gear by leaving it on the pier beyond the 72 hours grace period which is a \$210 fine; left diesel fuel on the punt float in open containers; and never reported damage to the ladder on the face of the pier. He recommends that due to hardship, they put the two storage violations on file for one year with the agreement that no additional violations occur within that year. If any violations are received within that year, the past violations will be reinstated. He also recommends that he pay for the materials and labor for the damaged ladder estimated to cost about \$150.

Motion by Selectman Barwise, seconded by Selectman Matthews-Bull, to accept the harbormaster's recommendations regarding William McKay's violations and keep them on file for one year with the understanding that if any new violations occur, the previous violations will be reinstated. Also, that Mr. McKay pay the costs of the material and labor for the damaged ladder. **Vote:** 4-0-1/Selectman Daggett recused himself.

8. Review of Town Attorney's response to letter regarding Kings Highway addressing.

This item was not addressed.

9. Public discussion and input regarding proposed ordinance revisions for Town Meeting Warrant:

- a. **Street Ordinance**
- b. **Administrative Code**
- c. **Cape Porpoise Pier**
- d. **Revision to Growth Area Map**
- e. **Setback from Road/ROW cleanup, Clarification**

f. Parking Standard revision 6.9 6.10 removal of lot coverage credit for semi-pervious materials

g. Removal of fees from Floodplain Management Ordinance

Ms. Smith announced that these revisions are on the Town Website and have been sent to the town attorney for review. There were no additional comments.

These revisions are included online in the February 8, 2018, selectmen meeting minutes and on the Town Website at <https://www.kennebunkportme.gov/town-clerk/pages/elections-and-voting>.

10. Authorization of Sewer Use (Wastewater) Ordinance revisions.

The revisions clarify unit and dwelling unit definitions and change the "Superintendent" title to "Public Works Director."

Ms. Smith announced that these revisions do not need Town Meeting approval.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the Sewer Use (Wastewater) Ordinance revisions as presented. **Vote:** 5-0.

11. Other business.

Ms. Smith announced the Blood Drive for employee April Jones, who has leukemia, on Wednesday, March 7, from 11 AM to 4 PM, at the Village Fire Station, 32 North Street.

12. Approve the February 8, 2018, Treasurer's Warrant.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to approve the February 8, 2018, Treasurer's Warrant. **Vote:** 5-0.

13. Adjournment.

Motion by Selectman Hutchins, seconded by Selectman Barwise, to adjourn. **Vote:** 5-0.

The meeting adjourned at 6:58 PM.

Submitted by Arlene McMurray
Administrative Assistant

Exhibit A - February 22, 2018

Ad Hoc Senior Advisory Committee

Report to
Kennebunkport Board of
Selectmen
22 February 2018

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1. Vision Statement

Our vision is for Kennebunkport to foster an age-friendly community that allows people, regardless of their age, to stay active and connected, and to thrive while aging in place.

2. Selectmen's Charge to the Committee

On January 12, 2017, the Board of Selectmen established an ad-hoc committee – The Senior Advisory Committee – to serve for a one-year period until January 31, 2018 or until their tasks have been completed, whichever is sooner. [On December 28, 2017, the Selectmen approved the extension of the committee's term of service from January 31, 2018 to March 31, 2018.]

3. Composition of Committee/Membership Profile

Committee Volunteer Members:

Bill Leffler, Chair

Susan Boak, Vice-Chair

Susan Gesing, Secretary

Dean Auriemma

Penelope Gruen

Loreta McDonnell

The six members of the committee have been residents of Kennebunkport for 3-23 years. They represent a wide age range: 50, 57, 71, 72, 78 and 88 with a median age of 71.5 years.

Their careers and other experiences include nursing, financial planning, systems engineering, teaching, religious scholarship, career consulting, sales management, marketing, entrepreneurship, real estate management, educational consulting, strategic planning, business ownership, business research, emergency medical services and school administration.

4. Summary of Committee's Completed Tasks

In the preparation of this report and its recommendations, the committee accomplished the following:

- Convened in March 2017 and met twice a month for most months through February 2018.
- Reviewed the Board of Selectmen's charge for the committee and took the following actions on the categories of the charge, each of which appears below in italics.
 - a. *Establish a liaison with other agencies and town departments, which have relevant concerns.* Committee members met with or interviewed the following:
 - * Alison Kenneway, Director of Public Health and General Assistance
 - * Carol Cook, Director of Parks and Rec.

- * Mary-Lou Boucouvalas, Graves Librarian
 - * Mary Giknis, Cape Porpoise Librarian
 - * Kennebunkport Health Council – private group affiliated with town nurse
 - * Dick Stedman, Fire Administrator, Kennebunkport Fire Department
 - * Michael Claus, Director of Public Works
 - * Werner Gilliam, Code Enforcement Officer, Town Planner
- b. *Gather information from seniors and interested entities working on behalf of seniors so that the committee may advise the Board of Selectmen.* In addition to analyzing survey data, we had meetings and/conversations with a number of people.
- * Conducted a survey of Kennebunkport property owners 65 or older to determine needs/concerns. (See Section 7 of this report and Appendix A.)
 - * Interviewed Pat Schwebler at the Center at Lower Village.
- * Communicated with Richard Elkin, founder of Nauset Neighbors, providing transportation to six Cape Cod communities.
- * Interviewed Mike Sullivan, Director of York Parks and Rec. and Janice Marshall Colby – head of programming for York Senior Center.
 - * Attended a meeting (four members) of the Tri State Learning Collaborative on Aging Summit.
 - * Attended (as a team) a Kennebunk Council on Aging meeting featuring Patricia Oh, Maine Age Friendly Communities consultant; subsequently one member conducted a lengthy follow up email conversation with her.
 - * Communicated with Jess Maurer, Executive Director of the Maine Association of Area Agencies on Aging.
 - * Talked with Alana Nucci, Habitat for Humanity, regarding weatherization and partnering agencies: York County Community Agency (YCCA) and Efficiency Maine.
 - * Interviewed Maine 211 representative to understand the types of services and referrals offered to Kennebunkport's older residents.
 - * Interviewed Debby Paradis, transportation person at York County Community Action Program to understand the limited transportation options available to Kennebunkport residents.
 - * Talked with Holly Vanderzee and others from Harpswell Aging at Home regarding home heating assistance programs.
 - * Compiled information on WHO/AARP age-friendly communities.
- c. *Identify resources needed by resident seniors through partnering with other organizations and agencies, such as medical services, home maintenance, recreation, and senior housing.*
- This should be a goal of a possible future standing committee.
- d. *Implement an educational effort to inform seniors regarding available services provided by the Town, State, and other agencies.*
- This could be a goal of a possible future standing committee.

- e. *Identify senior needs within our community that are currently not addressed by Town or other agency services.*
 (a) *Needs will be separated into immediate concerns, and potential future issues.*
 (b) *The committee will also address the difference between services not available, and those for which seniors may need financial assistance.*

See Section 8 of this report for list of Services Not Adequately Addressed by Town or Other Agency Services.

- f. *Development of a volunteer base, which may assist in the delivery of services needed.*

This should be encouraged by a possible future standing committee.

5. Kennebunkport's Demographic Profile

Kennebunkport is a coastal town in York County Maine. Its population from the 2010 federal census was 3474. Approximately 25% of the population was over the age of 65 although only 2.4% was above the age of 85.

Kennebunkport and the neighboring towns of Kennebunk and Arundel comprise school district RSU21. Kennebunkport is the smallest member of RSU21 by both population and geographic size, as shown in Table 5.1 below.

Table 5.1 Comparison of Kennebunkport, Kennebunk, Arundel

Town	Geographic Size (square mi)	Population 2010	# older than 65	65-74 Young Old	75-84 Old	85+ Old Old
Kennebunkport	20.5	3474	857 25%	511 14.7%	264 7.6%	82 2.4%
Kennebunk	35	10798	2369 22%	1153 13.7%	753 6.9%	462 4.3%
Arundel	24	4022	489 12%	304 7.6%	140 3.5%	45 1.1%

The following discussion is attributed to Lawrence Frolik, a professor at the University of Pittsburgh School of Law and an expert on housing options for the aging. In a classic article laying out the parameters affecting housing needs of the aging he points out that younger individuals often look upon retirement as a homogenous age period; that is everyone over sixty-five is about the same. This is inaccurate. Gerontologists like to classify old age into three periods:

- The young old, from 65-74, recently retired and for the most part in good health, tend to be controlled by their desires and interests rather than by physical concerns.
- The old, from 75-84, are more influenced by health, safety and frailty issues.
- The old, old, 85+ are most likely to need assistance to live independently.

Interwoven with the variations in physical need of these three groups are the limitations imposed by dwindling disposable income and the increasing need for community as spouses and friends pass away. As a result of ...[the] special needs of the very old, many who purchase a retirement house when they are in their late sixties, find that in their eighties they may need to move again, this time to congregate housing or an assisted living facility.¹

For Kennebunkport, our largest groups of retired older adults are in the younger of the two categories and still actively volunteer. We do not like to be categorized, although generalizations are needed for planning purposes. We are a caring, social community and this should be considered as survey needs are addressed.

6. Current Community Assets

- Public Health Department – One full time and one half time nurse for medical assistance and supplies, general assistance, and coordination of services among town departments
- Parks and Recreation Department – Existing programs geared at seniors, possible use of new 2700 square foot facility for senior programs, a micro bus (15 person)
- KEMS – trained in Geriatric Emergency Medical Services (GEMS)
- Fire Department – Assistance to town nurse for safety checks in crises/emergencies
- Police Department – House security checks for people away, welfare visits
- Department of Public Works – Clearing of roads and sidewalks, trash/recycling program, road maintenance and construction
- Active, caring volunteers on town boards and in community organizations
- Many social opportunities for older adults “as social as I want to be” (survey response)
- RSU 21 – Facilities for community use, potential volunteers
- Center at Lower Village – Social and health programs, FISH – driving to medical appointments
- Graves Library – Possible uses of new space, current programs geared towards older adults, new computer/business center, tax preparation support
- Cape Porpoise Library – Book deliveries, to shut ins, informal activities, reading room
- Kennebunkport Conservation Trust – Space and programs
- Kennebunk Residents Association – Communication
- Local churches – Outreach for all ages
- Community Outreach Services – Food pantry, fuel assistance, holiday food baskets
- Kennebunkport Health Council – Stuff the bus, potential programs
- 211 Maine – Toll free service with trained call specialists who can help 24/7

7. Summary of Survey

At one of the committee's first meetings on April 4, 2017, there was general consensus that as a first step, committee members needed to educate themselves so that they would have a common body of knowledge upon which to base future planning. Areas to research were identified and would include:

- Concerns/needs of Kennebunkport seniors

¹ Frolik, Lawrence A. “Three Stages of Old Age.” Cooperative Aging, Mar. 2009, www.cooperativeaging.com/2009/03/three-stages-of-old-age.html

- Demographics on Kennebunkport older adults
- Resources currently available to these residents
- General information about needs and concerns of seniors.

Most members of the committee attended an April forum sponsored by the Kennebunk Council on Aging in which Patricia Oh, a Maine Age-Friendly Communities consultant, spoke. She spoke of the benefits of a survey of older adults needs and concerns as a starting place for town committees focused on seniors. While there was also interest in holding focus groups to determine concerns, the committee agreed that the first priority was to conduct a survey of Kennebunkport homeowners 65 and older.

The age groups were separated into three categories: 65-74, 75-84 and 85+ to be consistent with classifications used by gerontologists. A one-page survey used by another Maine community, and favored by Patricia Oh for its simplicity, was customized to represent the needs of Kennebunkport. The survey was mailed with the tax bills and extra copies were printed for town offices and libraries. It was also available on-line.

The survey focused on six key areas, asking questions to solicit information from residents:

1. ABOUT YOU – basic demographic information including full and part time residence, years in town, male/female, and zone.
2. ABOUT YOUR HOUSING SITUATION – more questions about living arrangements, home maintenance, aging in place, and winter safety.
3. TRANSPORTATION – how do you get around and how do you feel about driving after dark.
4. AT HOME IN YOUR COMMUNITY – seven questions touching on communication, socialization, volunteering, Internet use, and safety using public spaces.
5. HEALTH AND WELLNESS – four questions about using the services of the town nurse, food insecurity and exercise.
6. AS YOU AGE – where do you want to live and how will you get around?

The survey also provided opportunities for residents to add comments and even essays for further feedback.

The committee received 335 completed surveys from a total of about 1000 full time residents – a 33% return. (Number of residents was taken from the 2010 Census updated by deaths to 2015.) Another 100 or so seasonal residents also replied. Over 90% of completed surveys were returned with tax payments.

Committee member, Susan Boak, entered survey results into Excel. She created PowerPoint slides with charts to explain the data.

7.1 Survey Highlights

DEMOGRAPHICS: About 77% of the responses were from full time residents. More than half of respondents have lived in town in excess of 21 years. Females outnumbered males slightly: 54% to 46%. The age spread was consistent with Census data. Town zones were well

represented with Village Residential, Cape Porpoise, and Goose Rocks comprising about 70% of the entries.

HOUSING: in Kennebunkport, those 65 and older are predominately homeowners (98%). The most common household size is two; the makeup is shown in the figures below.

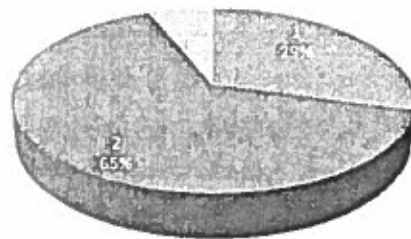


Figure 7-1 Number in Household

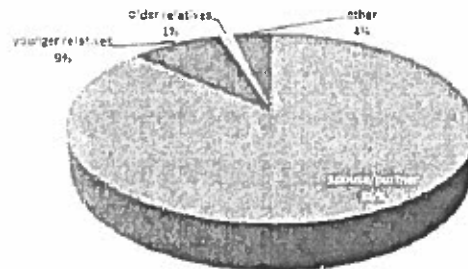


Figure 7-2 Living Arrangements if not Alone

About 9% of respondents report difficulty taking care of home maintenance for the following reasons:

- No longer able to do the work (43%)
- Can't afford to pay for services (38%)
- Difficulty finding service providers (19%)

Residents were familiar with the concept of aging safely in place and 83% felt their home did not need modification, at least at this time. Of the 15% acknowledging the need, first floor living topped the list; see Figure 7-3 below. There seems to be a reluctance to perform modifications ahead of time. One resident opined, "I will take care of it when I need to."

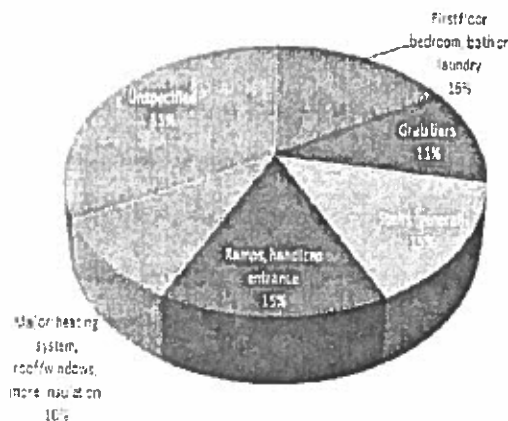


Figure 7-3 Planned modifications for Aging Safely in Place

When asked if their homes were warm and safe enough in winter, about 4% indicated there were some issues with heat, typically a lack of insulation and the high cost of fuel. This was most

common in Cape Porpoise, Farm and Forest, and Village Residential zones which have older homes, mobile homes and reconditioned cottages.

About 6% of residents indicated shoveling their walks and steps was a problem.

TRANSPORTATION: Overwhelmingly, 96%, residents report driving their own car. Those who don't, report that family, including spouse, drive them. Once you can't drive, options become much more restricted. The living arrangement for those who can't drive is shown in Figure 7-4; it is shocking to note that over 70% live alone. To continue to age in place, residents need availability of transportation services.

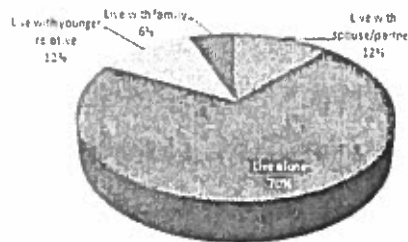


Figure 7-4 Living Arrangement of those who Do Not Drive and are Driven by Spouse/Family

Residents were queried about whether they were comfortable driving at night. About 27% self-reported some qualifications. Of those who reported qualifications, some don't drive at night at all (16%), others prefer to drive in familiar areas (33%), others would drive only as a last resort (41%), and 10% report both familiar areas and last resort.

AT HOME IN YOUR COMMUNITY: Most frequently, folks find out what is happening by reading the Newspaper and by talking to family and friends. The ages from 65-74 report the Internet as an information source just behind family and friends; 93% use the Internet daily or several times a week, 5% do not have Internet connection. Internet use falls off with age: from 75-84 about 82% use the Internet daily or several times a week, at 85+, the number falls to 51%.

The most reliable way to reach older adults is through the newspaper. Younger members of this group may also be reached reliably through the Internet. It is hard to quantify the "buzz" created by common knowledge of family and friends.

Kennebunkport is a very social community. Over 80% of residents report getting out of the house at least five times per week if not daily. When asked if as social as you want to be, an incredible 83% responded yes. The biggest reason for not being social was not having anyone to go with.

Volunteering is alive and well in Kennebunkport. The most common response was helping others on my own, followed by service organizations and church. Clearly Kennebunkport is a caring community.

Residents were queried about their use of public spaces and if there was difficulty using them. They were also asked if there were public spaces in town where they did not feel safe walking.

About 10% of residents reported issues with walking safety, naming granite outcroppings, the combination of narrow roads and speeding cars, and lack of sidewalks as contributing factors.

HEALTH AND WELLNESS: Most of the town, about 70%, seems to be aware we have a town nurse whose services are free to and much lauded by residents. About 37% report having used these services. The town nurse also serves as the general assistance officer and gateway to needed programs for low-income residents.

There does not appear to be much food insecurity in town (only 2 instances, but still too many) and there are existing programs to handle this.

The most common form of exercise for older adults is walking, followed by gardening.

AS YOU AGE: It's practically unanimous: 90% wish to age in their current home and the same 90% want to "drive as long as I can".

Full survey data results may be found in appendix A to this report.

8. Services Not Adequately Addressed

(by Town or Other Agency Services—From Section 4-e, page 5)

- * Transportation for any older adult needs other than medical (provided in a limited way by FISH.) Social and shopping transportation is not available except by family and friends.
- * Assistance with finding or paying for contractors for home repairs and shoveling
- * Coordination among Town and community providers of services to older adults.
- * Communication about existing services for older adults.

9. Committee Recommendations to Board of Selectmen

Based on the survey of older adults and other information gathered, the ad hoc committee recommends the creation of a standing committee (Senior Advisory Committee) to oversee the process of making Kennebunkport more age friendly though engaging the community, continuing to identify needs of older residents and coordinating or initiating programs to help them age successfully in this community.

The following are suggested actions for a standing committee to consider.

- Strengthen relationships, through the Town Manager, with each Town department to discuss survey data as it relates to their departments, suggesting new programs or services and helping in publicizing all programs.
- Give serious consideration to becoming a WHO/AARP age friendly community. Study the eight domains for livability that influence the quality of life of older adults (from The Maine Guide – Building Livable Age-Friendly Communities: www.who.int/ageing/projects/age-friendly-cities-communities/en/); identify what is going well in each domain, determine areas of concern and how they could be addressed; implement responses.

- Assess, beyond the survey, the qualitative needs of residents. Increase community involvement by holding focus groups, listening sessions, and forums.
- Encourage the options for providing transportation services for older residents, including FISH, volunteer groups and local, county and state programs.
- Understand the ways the town and various town organizations communicate and provide useful information to older residents and also how they promote their programs for older adults. Recommend improvements to increase likelihood that residents are aware of what is offered.
- Respond to the needs of older adults by encouraging other organizations to provide workshops and appropriate programs.
- Encourage formation of a volunteer network to facilitate the aging in place for older adults with tasks associated with home maintenance and seasonal transitions.
- Promote coordination of services for older adults amongst town organizations.

10. Conclusion

The Ad Hoc Senior Advisory Committee has met 21 times since it was organized last year. Our research and discussions around issues impacting older adults in Kennebunkport (about 30% of our population) were wide ranging, varied and in depth. Our work included interviews with a number of Town employees involved with seniors and consultations with representatives of agencies, organizations and facilities serving this demographic in York County and beyond. As a result of this effort, the committee has put together this report, as well as an appendix with supplementary information, to present to the Selectmen.

Our work concludes with eight recommendations. They deal with improving relationships and communication among those offering and providing services, encouraging a volunteer effort to assist seniors when needed, exploring ways to provide transportation services for those who no longer drive, considering affiliation with the WHO/AARP Age Friendly Communities network, and continuously striving to make Kennebunkport an even more age friendly community.

To accomplish these goals, the committee is recommending that the Selectmen establish a permanent Senior Advisory Committee to address these concerns in a formal fashion.



Agenda Item Divider



**Town of Kennebunkport
Budget Board/Selectmen's Meeting
March 1, 2018
6 p.m. – Village Fire Station – 32 North Street**

Minutes of the Selectmen's Meeting of March 1, 2018

Selectmen attending: Stuart E. Barwise, Sheila Mathews-Bull, and Allen A. Daggett

Selectman absent: Patrick A. Briggs and Ed Hutchins

Others: Grace Adams, Barbara Barwise, Dan Beard, Carol Cook, Michael Claus, Michael Davis, Doug Dicey, Werner Gilliam, David James, Ali Kenneway, Scott Lantagne, Kathryn Leffler, Jennifer Lord, Leo Martin, Dawn Morse, Tracey O'Roak, Michelle Powell, Breese Reagle, Craig Sanford, Laurie Smith, Dick Stedman

1. Call to Order.

Selectman Barwise called the meeting to order at 6:00 P.M.

Budget Board Chair Leo Martin also called the Budget Board Meeting to order.

2. Joint meeting with Budget Board for fiscal year 2018 municipal budget presentation and discussion.

Town Manager Laurie Smith gave a PowerPoint presentation explaining the highlights of the fiscal year 2019 departments' operational budget.

Department Directors presented their budgets and answered questions.

3. Adjournment.

Mr. Martin adjourned the Budget Board meeting.

Motion by Selectman Daggett, seconded by Selectman Matthews-Bull, to adjourn the meeting. **Vote:** 3-0.

The meeting adjourned at 8:45 P.M.

Submitted by

Laurie A. Smith
Town Manager



Agenda Item Divider



5

musette LLC
3/8/18

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Roak

Town Clerk



BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
 8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
 10 WATER STREET, HALLOWELL, ME 04347
 TEL: (207) 624-7220 FAX: (207) 287-3434
 EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☒ Yes ☐ No

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: ☐ MALT ☐ VINOUS ☐ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>Musette LLC</u>			Business Name (D/B/A)		
APPLICANT(S) -(Sole Proprietor) <u>Jonathan Cartwright</u>			Physical Location: <u>2 Pier Road</u>		
DOB: _____			City/Town	State	Zip Code
DOB: _____			<u>Kennebunkport</u>	<u>ME</u>	<u>04046</u>
Address <u>2 Pier Rd</u>			Mailing Address <u>PO Box 1254</u>		
City/Town	State	Zip Code	City/Town	State	Zip Code
<u>Kennebunkport</u>	<u>ME</u>	<u>04046</u>	<u>Kennebunkport</u>	<u>ME</u>	<u>04046</u>
Telephone Number	Fax Number		Business Telephone Number	Fax Number	
			<u>207-251-3903</u>		
Federal I.D. # <u>820657705</u>			Seller Certificate #: or Sales Tax #: <u>1186433</u>		
Email Address: Please Print _____			Website: <u>musettebyjc.com</u>		

If business is NEW or under new ownership, indicate starting date: 5/5/2017

Requested inspection date: _____ Business hours: _____

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
- State amount of gross income from period of last license: ROOMS \$ 0 FOOD \$ 500,000 LIQUOR \$ 0
- Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

License #	Name of Business
Physical Location	City / Town

5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: No bar manager hired yet.
7. Business records are located at: 2 Pier Road
8. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐
10. 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
Jonathan M. Cartwright		Sheffield, England

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

Kennebunk, ME Kennebunkport, ME

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒
- Name: _____ Date of Conviction: _____
- Offense: _____ Location: _____
- Disposition: _____ (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes ☐ No ☐ If Yes, give name: _____
13. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐
14. Does/do applicant(s) own the premises? Yes ☒ No ☐ If No give name and address of owner: _____
15. Describe in detail the premises to be licensed: (On Premise Diagram Required) 60 Seat Dining Room
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES ☐ NO ☐ Applied for: _____
17. 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? 298.6 ft.
- Which of the above is nearest? The Church on the Cape
18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☒ NO ☐
- If YES, give details: Mortgage held by Biddeford Savings Bank

The Division of Liquor Licensing & Enforcement 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: KENNEBUNK PORT on FEBRUARY 1ST, 2018
Town/City, State Date

Please sign in blue ink

J. P. Cartwright
Signature of Applicant or Corporate Officer(s)
JONATHAN M. CARTWRIGHT
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)..... \$ 10.00

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.

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

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Kennebunkport, Maine York
City/Town (County)

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises 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-premises license or transfer of the location of an existing on-premises 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-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

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

C. Conditions of record such as waste disposal violations, health or safety violations 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; [2009, c. 81, §1 (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; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (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).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]
[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. 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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

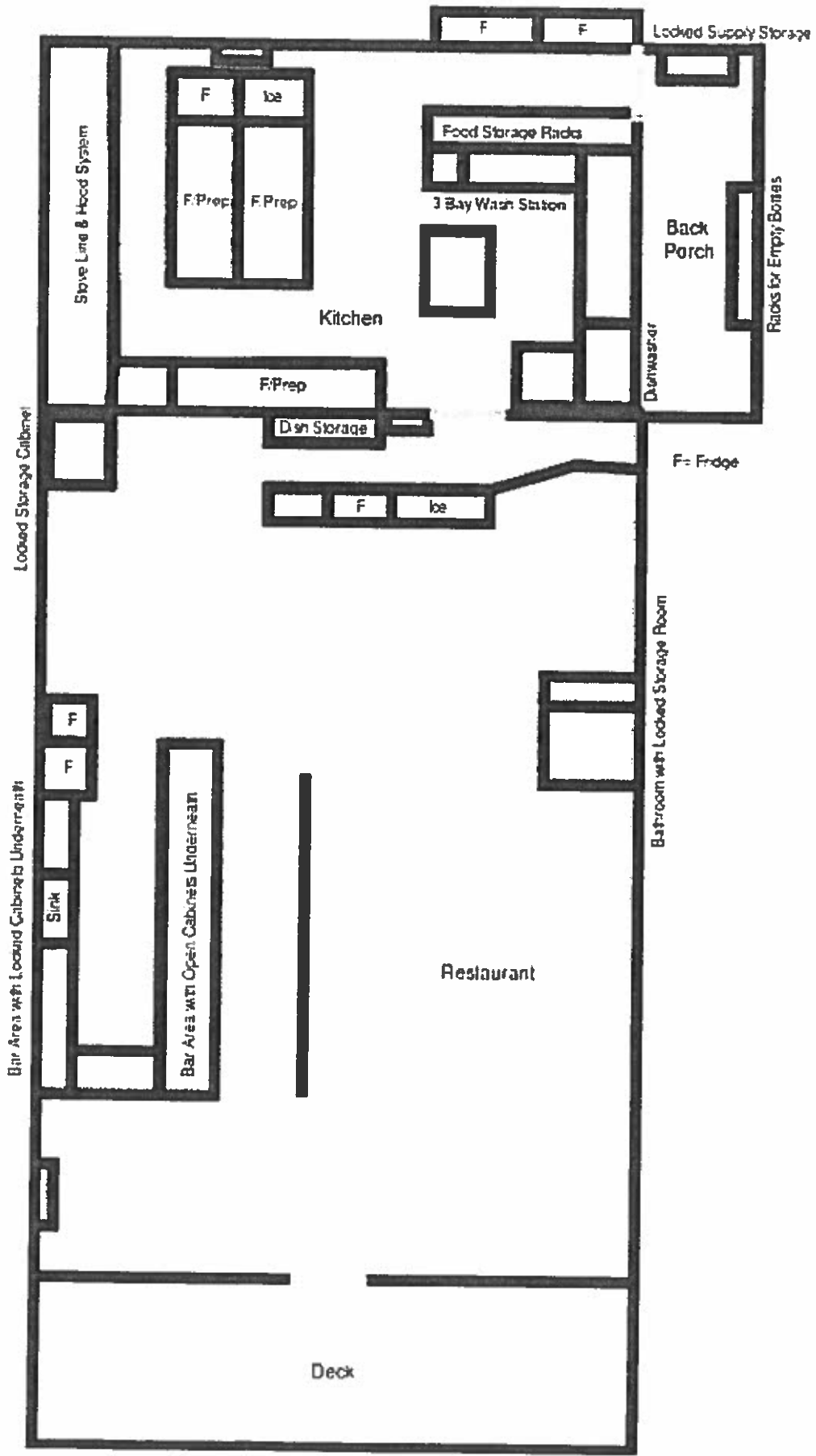
Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

Ground floor



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

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

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

Yes ☐ No ☒

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

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

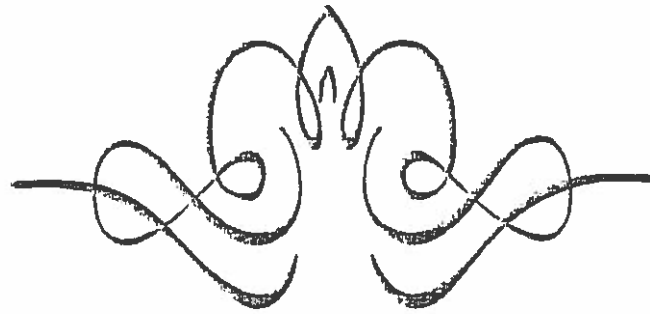
Signature:

Signature of Duly Authorized Person Date

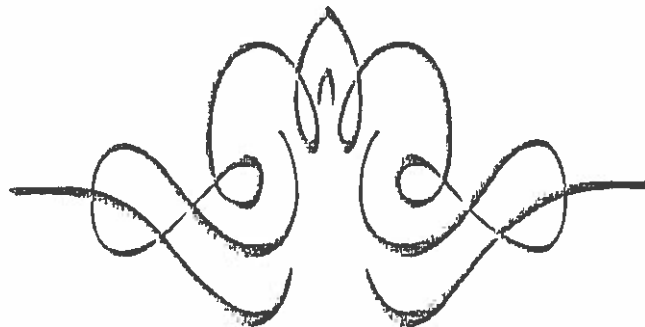
Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



Agenda Item Divider



6

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☐ Yes ☒ No

PRESENT LICENSE EXPIRES 3/15/18

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|---|--|--|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input checked="" type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: Coastal Breezes INC		Business Name (D/B/A) The Kennebunkport Inn	
APPLICANT(S) –(Sole Proprietor) _____		DOB: _____	
DOB: _____		Physical Location: 1 Dock Square	
Address 2 Livewell Drive Suite #203		Mailing Address 2 Livewell Drive Suite #203	
City/Town Kennebunk, ME 04043	State ME	Zip Code 04046	
City/Town Kennebunk, ME 04043	State ME	Zip Code 04043	
Telephone Number 207-967-1503	Fax Number 207-967-1516	Business Telephone Number 207-967-2621	Fax Number
Federal I.D. # 01-0758533		Seller Certificate #: or Sales Tax #: 1067587	
Email Address: Please Print _____		Website: www.kennebunkportinn.com	

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

Requested inspection date: _____ Business hours: _____

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: 34
- State amount of gross income from period of last license: ROOMS \$ 1.2M FOOD \$ 550k LIQUOR \$ 200k
- Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

- Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐
- If manager is to be employed, give name: Morgan Campbell
- Business records are located at: 2 Livewell Drive #203 Kennebunk, ME 04043
- Is/are applicants(s) citizens of the United States? YES ☒ NO ☐
- Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐

9. 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
Tim Harrington		Lexington, MA
Morgan Campbell		Biddeford, ME
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Morgan Campbell - Kennebunkport, Kennebunk, Portland, ME		
Tim Harrington - Kennebunkport, ME & Miami, FL		

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

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

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

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

14. Describe in detail the premises to be licensed: (On Premise Diagram Required) See attached

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

16. 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? 1/10th of a mile

Which of the above is nearest? Church

17. 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 & Enforcement 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


Signature of Applicant or Corporate Officer(s)
Justin Grimes
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)..... \$ 10.00

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.

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

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

STATE OF MAINE

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

On: _____
Date

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

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises 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-premises license or transfer of the location of an existing on-premises 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-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an

amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).] [2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

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

C. Conditions of record such as waste disposal violations, health or safety violations 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; [2009, c. 81, §1 (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; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]

[2009, c. 81, §§1-3 (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).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. 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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

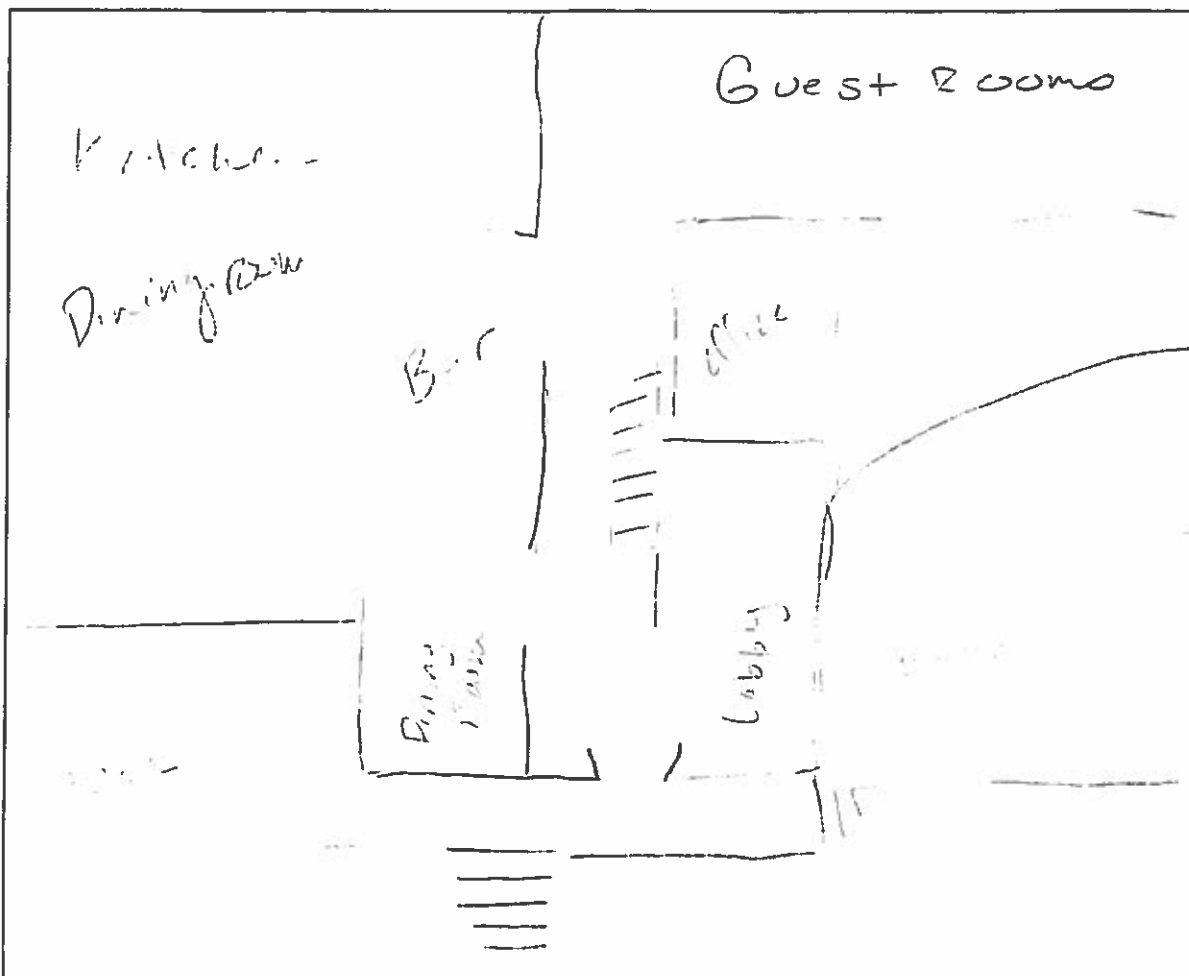
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

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





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: Coastal Breezes Inc
2. Doing Business As, if any: Kennebunkport Inn
3. Date of filing with Secretary of State: 12/13/2002 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

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

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Tim Harrington	Kennebunkport, ME & Miami, FL	8/24/1962	Partner	33.3%
Marc Granetz	Wilton, CT	4/24/1964	Partner	33.3%
Michael Shea	Anchorage, KY	2/25/1964	Partner	33.3%
Justin Grimes	Kennebunk, ME	5/7/1987	Director of Ops	0%

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

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

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

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

Yes ☐ No ☒

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

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

 2/6/18
Signature of Duly Authorized Person Date

Justin Grimes
Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



Bureau of Alcoholic Beverages
Division of Liquor Licensing & Enforcement
8 State House Station
Augusta, ME 04333-0008
Tel: (207) 624-7220 Fax: (207) 287-3434

**The following licenses/permits must be obtained
prior to your permanent liquor license being issued:**

ON PREMISE LICENSES

Obtained	License/Permit	State Agency to Contact	Telephone Number
	Seller Certificate or Sales Tax Number	Maine Revenue Services www.maine.gov/revenue	(207) 624-9693
	Health License	Health and Human Services www.maine.gov/dhhs	(207) 287 5671
	Victualer's License	Municipality where premise is located.	
	Shellfish License	Marine Recourses www.maine.gov/dmr	(207) 624-6550
	Dance License	Fire Marshall's Office www.maine.gov/dps/fmo	(207) 626-3882
	Federal I.D. Number	www.irs.gov	(800) 829-4933
	Municipal Approval needed for ALL applications	Municipality where premise is located.	
	Corporation Names & Doing Business As Names	Secretary of State www.maine.gov/sos	(207) 624-7752



Bureau of Alcoholic Beverages & Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station
Augusta, ME 04330-0008
Tel: (207) 624-7220 Fax: (207) 387-3434
Email inquiries: MaineLiquor@Maine.gov

WARNING

It is required by law that you submit your application to local authorities for approval by Municipal Officers. If you are located in an unorganized territory you must submit your application to the County Commissioners.

The Municipal Officers or the County Commissioners may need 6 to 8 weeks lead time to properly advertise and hold public hearings.

ALL MUNICIPAL AND/OR COUNTY COMMISSIONERS
APPROVALS EXPIRE IN
"60 DAYS"

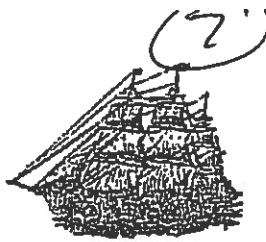
APPLICATIONS SHOULD BE IN THIS OFFICE AT LEAST THIRTY (30)
DAYS PRIOR TO THE OPENING OF YOUR BUSINESS.

If you have any further questions, please feel free to contact us at (207) 624-7220



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

—INCORPORATED 1653—
MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

Name of Applicant Coastal Breezes
Residence Address 2 Linwell Dr Ste 203 Kennebunk, ME 04043
Home Telephone Number
Name of Business The Kennebunkport Inn
Business Address 1 Dock Square Kennebunkport, ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207-967-2621
Nature of Special Amusement Live Entertainment

Has your liquor and or amusement license ever been denied or revoked?

Yes No X

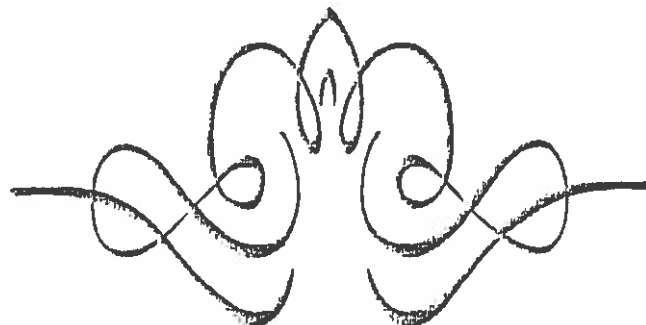
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.

Justin [Signature]
applicant



Agenda Item Divider



(8)

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☒ Yes ☐ No

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☐ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input type="checkbox"/> CLASS A LOUNGE (Class X) |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV) | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V) |
| <input type="checkbox"/> CLUB w/o Catering (Class V) | <input type="checkbox"/> CLUB with CATERING (Class I) | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> OTHER: _____ |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: W & A INC		Business Name (D/B/A) Cape Pier Chowder House	
APPLICANT(S) -(Sole Proprietor) Wanda L Daggett		Physical Location: 79 Pier Road	
DOB: Allen A Daggett		City/Town Cape Porpoise	State ME
DOB: Allen A Daggett		Zip Code 04014	
Address PO Box 7217		Mailing Address PO Box 7217	
City/Town Cape Porpoise	State ME	Zip Code 04014	
City/Town Cape Porpoise	State ME	Zip Code 04014	
Telephone Number 207-967-0900	Fax Number 207-967-3511	Business Telephone Number 207-9670123	Fax Number
Federal I.D. # 82-4091988		Seller Certificate #: or Sales Tax #: 1189302	
Email Address: Please Print orders@capeporpoiselobster.com		Website: capeporpoiselobster.com	

If business is NEW or under new ownership, indicate starting date: 1/22/18

Requested inspection date: been in business for 20 yrs Business hours: just breaking from Cape Porpoise Lobster

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: n/a
2. State amount of gross income from period of last license: ROOMS \$ n/a FOOD \$ 546,489 LIQUOR \$ 35287.15
3. Is applicant a corporation, limited liability company or limited partnership? YES ☐ NO ☒
If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you own or have any interest in any another Maine Liquor License? ☒ Yes ☐ No
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

5472 Cape Pier Chowder House (Use an additional sheet(s) if necessary.)
License # Name of Business
79 Pier Rd Cape Porpoise
Physical Location City / Town see attached memo

5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: Wanda Daggett or Andrea MacAlpine
7. Business records are located at: 70 R Mills Rd, Kennebunkport
8. Is/are applicants(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐
10. 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
Wanda L Daggett	01-15-1971	Kittery, ME
Allen A Daggett	01-15-1971	Charlottesville, VA
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Kennebunkport, ME		
Kennebunkport, ME		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒
- Name: _____ Date of Conviction: _____
- Offense: _____ Location: _____
- Disposition: _____ (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?
Yes ☐ No ☒ If Yes, give name: _____
13. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐
14. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: Town of Kennebunkport, Elm St., Kennebunkport, ME
15. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?
YES ☒ NO ☐ Applied for: _____
17. 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 miles
- Which of the above is nearest? Church
18. 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 & Enforcement 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: Kennebunkport, ME

on February 2

, 20 18

Town/City, State

Date

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Wanda L Daggett

Print Name


Signature of Applicant or Corporate Officer(s)

Allen A Daggett

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)..... \$ 10.00

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.

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

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008.
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

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

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises 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-premises license or transfer of the location of an existing on-premises 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-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987,c.45, Pt. A, §4 (NEW).]

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

C. Conditions of record such as waste disposal violations, health or safety violations 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; [2009, c. 81, §1 (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; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (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).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993,c.730,§27 (AMD) .]
[1995,c.140,§6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. 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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing & Enforcement
 8 State House Station, Augusta, ME 04333-0008
 10 Water Street, Hallowell, ME 04347
 Tel: (207) 624-7220 Fax: (207) 287-3434
 Email Inquiries: MaineLiquor@maine.gov

DIVISION USE ONLY

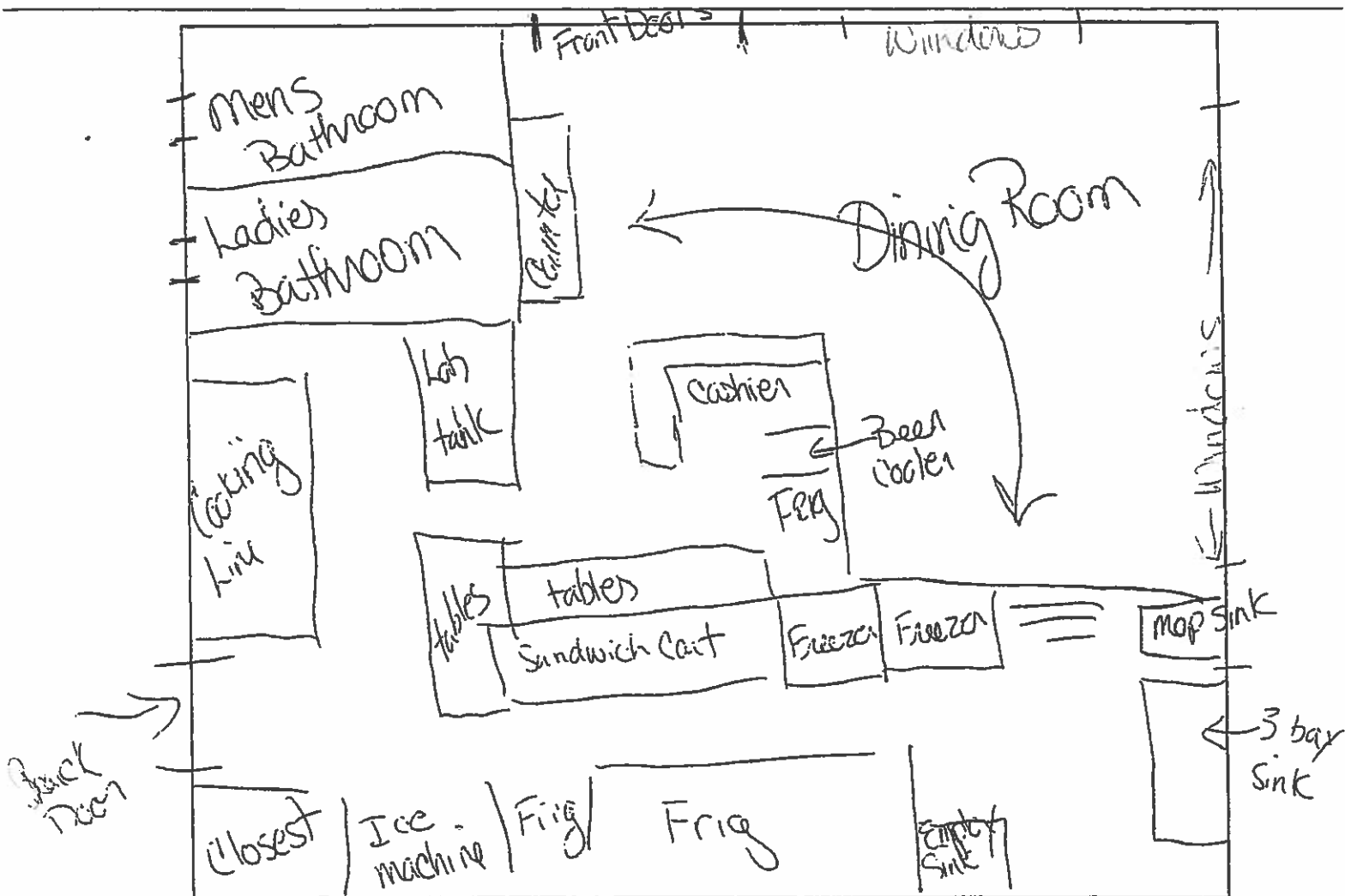
☐ Approved
☐ Not Approved

BY:

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

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





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: A and W INC
2. Doing Business As, if any: Cape Pier Chowder House
3. Date of filing with Secretary of State: 2018 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

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

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Wanda L Daggett	21 Kenneth Ln	- -	co owner	50
Allen A Daggett	21 Kenneth Ln		co owner	50

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

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

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

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

Yes ☐ No ☒

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

Name: _____

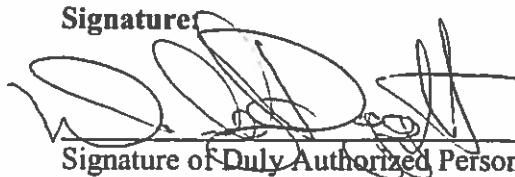
Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature: _____

 2/2/18

Signature of Duly Authorized Person

Date

Wanda L Daggett

Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

February 2, 2018

Memo to: Division of Liquor Licensing

From: Wanda L Daggett

Subject: License

We have been in business for over 20 years in this location, all we are doing is separating from the main business Cape Porpoise Lobster, Co. to A and W Inc., dba Cape Pier Chowder House.

In hopes that my husband will semi-retire and maybe sell his business someday.

Thank you for your time.

A handwritten signature in black ink, appearing to read "Wanda L Daggett". The signature is fluid and cursive, with a long horizontal stroke extending to the right.



Agenda Item Divider



(9)

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**



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

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

DEPARTMENT USE ONLY

LICENSE NUMBER:

CLASS:

DEPOSIT DATE

AMT. DEPOSITED:

BY:

CK/MO/CASH:

PRESENT LICENSE EXPIRES 05-15-2018

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.)			2. Business Name (D/B/A)		
DOB:			The Colony Hotel		
DOB:					
Boughton Hotel Corp			Location (Street Address)		
DOB:			140 Ocean Avenue		
Address			City/Town	State	Zip Code
140 Ocean Avenue			Kennebunkport	Maine	04046
			Mailing Address		
City/Town	State	Zip Code	City/Town	State	Zip Code
Kennebunkport	Maine	04046			
Telephone Number		Fax Number	Business Telephone Number		Fax Number
207-967-3331		207-967-8738	207-967-3331		207-967-8738
Federal I.D. # 01-020192300			Seller Certificate # 0002699		

3. If premises are a hotel, indicate number of rooms available for transient guests: 125

4. State amount of gross income from period of last license: ROOMS \$ 3,520,317 FOOD \$ 1,900,655 LIQUOR \$ 826,346

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: John E. Martin, General Manager

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

Requested inspection date: Anytime Business hours: 24/7

9. Business records are located at: 140 Ocean Avenue, Kennebunkport, Maine 04046

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
John E. Martin		Biddeford, Maine

Residence address on all of the above for previous 5 years (Limit answer to city & state)
Kennebunk, Maine (17 years)

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

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

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) _____
All building owned by Boughton Hotel Corporation (see attached diagram)

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

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? 1.1 miles Which of the above is nearest? Village Baptist 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: Kennebunkport, Maine on _____, 2018
Town/City, State Date

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

John E. Mearns
Print Name

Print Name

NOTICE – SPECIAL ATTENTION

All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners 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 the **Treasurer of Maine**. This application must be completed and mail to Bureau of Alcoholic Beverages and Lottery Operations, Division of Liquor Licensing and Enforcement, 8 State House Station, Augusta ME 04333-0008. Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

STATE OF MAINE

Dated at: Kennebunkport, Maine York SS
City/Town (County)
 On: _____
Date

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

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place 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 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 application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of 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 within 120 days of the filing of the application. [1999, c.589, §1 (amd).]

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

- A. Conviction of the applicant of any Class A, Class B or Class C crime: [1987, c.45, Pt.A§4 (new).]
- B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
- C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
- D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
- E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
- F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]

[1993, c.730, §27 (amd).]

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

- A. [1993, c.730, §27 (rp).]

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

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

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of 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
Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement

**Supplemental Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

Date Filed: _____

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. Please clearly complete this form in its entirety.

1. Exact legal name:

Boughton Hotel Corporation

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

DBA The Colony Hotel

3. Date of filing with the Secretary of State: March 18, 1948

4. State in which you are formed: Maine

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

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

Name	Address for Previous 5 years	Date of Birth	Ownership %
Jestena Boughton	Delray Beach, Fl	2/22/11	80 %
Hilary Roche	Boca Ratan, Fl	3	10 %
John Martin	Kennebunk, Maine		10 %

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

Yes ☐ No ☒

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

Name: _____ Agency: _____

**BUREAU OF ALCOHOLIC BEVERAGES
DIVISION OF LIQUOR LICENSING & ENFORCEMENT
8 STATE HOUSE STATION
AUGUSTA, ME 04333-0008**

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

Yes ☐ No ☒

10. If Yes to Question 9, please complete the following: (attached additional sheets as needed)

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:



Signature of Duly Authorized Person

Feb 14, 2018
Date

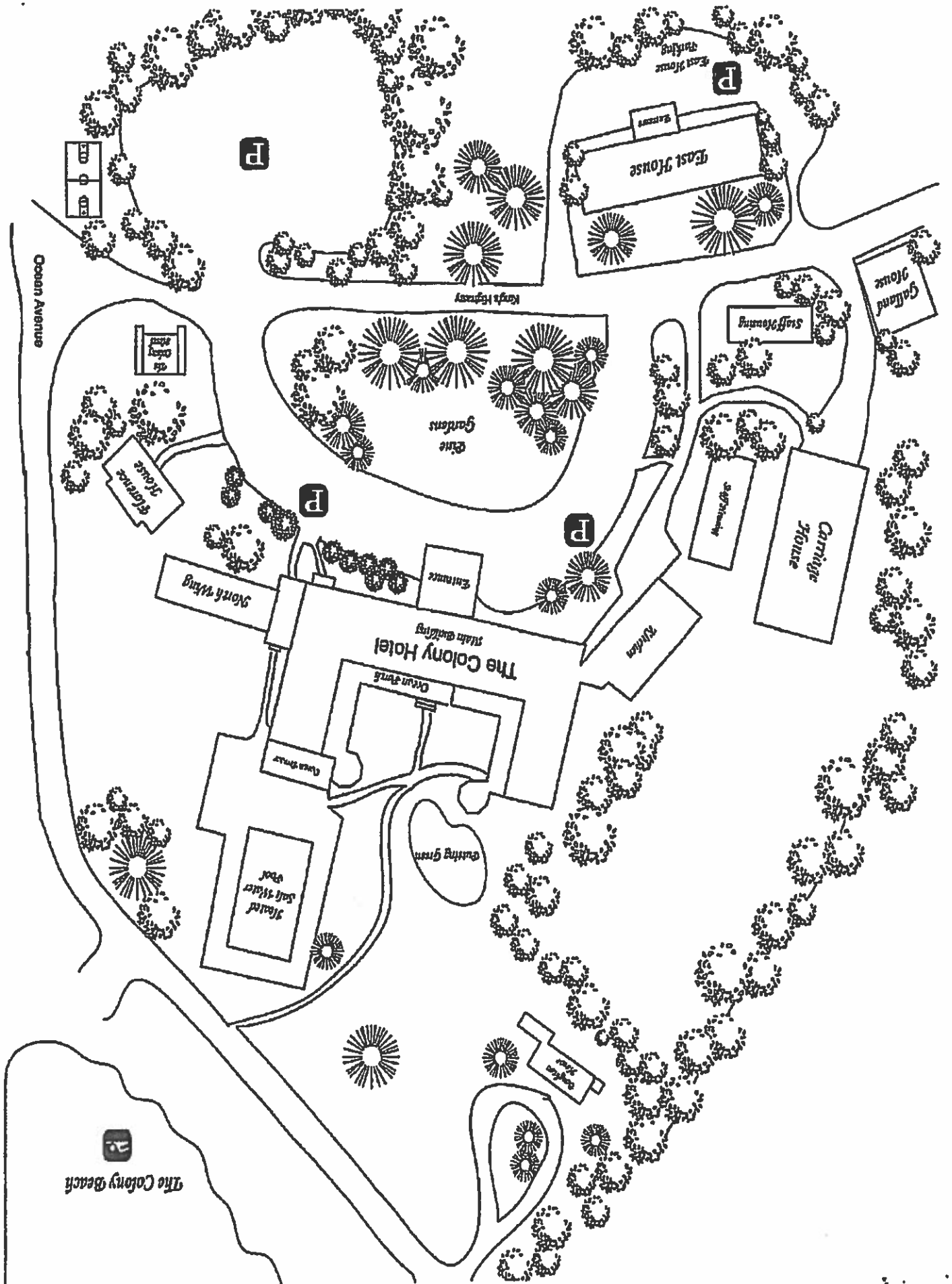
John E. Martine

Print Name of Duly Authorized Person

If you have questions regarding the legal name or assumed (DBA) name on file with the Secretary of State's office, please call (207) 624-7752. The SOS can only speak to the information on file with their office, not the filing of this supplemental information – please direct any questions about this form to our office at the number below.

Submit Completed Forms To:

Bureau of Alcoholic Beverages and Lottery
Operations Division of Liquor Licensing Enforcement
8 State House Station Augusta, Me 04333-0008
Telephone Inquiries: (207) 624-7220
Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov





Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

MAINE'S FINEST RESORT

APPLICATION

SPECIAL AMUSEMENT PERMIT FOR DANCING AND ENTERTAINMENT

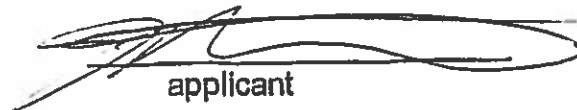
Name of Applicant Boughton Hotel Corp
Residence Address 140 Ocean Avenue, Kennebunkport, ME 04046
Home Telephone Number 207-967-3331
Name of Business Colony Hotel
Business Address 140 Ocean Avenue, Kennebunkport, ME 04046
Type of Business Hotel / Restaurant
Business Telephone Number 207-967-3331
Nature of Special Amusement Live and Recorded Music for Events

Has your liquor and or amusement license ever been denied or revoked?

Yes _____ No X

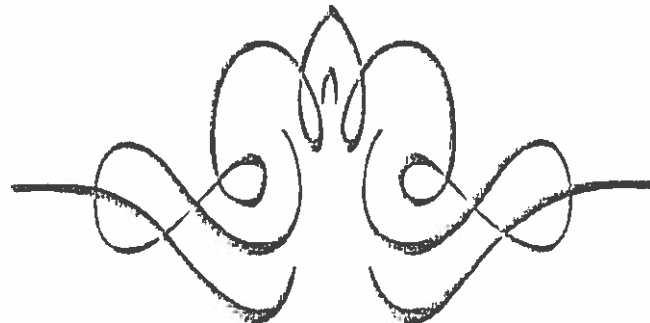
If yes, describe circumstances specifically. (Attach additional page if necessary)

1. Permit Fee: \$ 50.00 (payable to the Town of Kennebunkport)
2. By making application for this permit and signing this application form, I acknowledge that I am familiar with the rules and regulations governing this permit.


applicant



Agenda Item Divider



(11)

Pier 77
3/8/18

This application has been reviewed and approved by the following Municipal Officials,
whose signatures are on file with the Town Clerk:

✓

Police Chief

✓

Fire Inspector

✓

Code Enforcement Officer

Tracy O'Leary

Town Clerk

11

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☐ Yes ☒ No

PRESENT LICENSE EXPIRES 05/04/2018

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV)
<input type="checkbox"/> HOTEL (Class I,II,III,IV)
<input type="checkbox"/> CLUB w/o Catering (Class V)
<input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI)
<input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A)
<input type="checkbox"/> CLUB with CATERING (Class I)
<input type="checkbox"/> QUALIFIED CATERING | <input type="checkbox"/> CLASS A LOUNGE (Class X)
<input type="checkbox"/> BED & BREAKFAST (Class V)
<input type="checkbox"/> GOLF COURSE (Class I,II,III,IV)
<input type="checkbox"/> OTHER: _____ |
|--|--|--|

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: The Ramp Grill, LLC		Business Name (D/B/A) Pier 77 Restaurant	
APPLICANT(S) –(Sole Proprietor)		DOB:	
		Physical Location: 77 Pier Rd	
		DOB:	
		City/Town Kennebunkport, ME	State 04046
Address		Mailing Address PO Box 487	
City/Town	State	Zip Code	
City/Town	State	Zip Code	
Telephone Number	Fax Number	Business Telephone Number 603-967-8500	Fax Number No Fax
Federal I.D. # 81-0798056		Seller Certificate #: or Sales Tax #: 1178042	
Email Address: Please Print: info@pier77restaurant.com		Website: www.pier77restaurant.com and www.rampgrill.com	

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

Requested inspection date: Any day Monday thru Friday Business hours: Winter Hrs – 11:30am-09:00pm Wed-Mon

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____
2. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 1,773,046 LIQUOR \$ \$806,101
3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
 If Yes, please complete the Corporate Information required for Business Entities who are licensees.
4. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No
 If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

License #	Name of Business	
Physical Location	City / Town	

5. Do you permit dancing or entertainment on the licensed premises? YES ☒ NO ☐
6. If manager is to be employed, give name: Owner Managed – Yalcin Kaya, Owner
7. Business records are located at: Lee, NH 03861
8. Is/are applicant(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☒ (6 months/yr) NO ☐
10. 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
Yalcin Kaya		Istanbul, Turkey
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Lee, NH		

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

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

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

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

15. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____
_____ Restaurant, Bar, On-site Catering _____

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

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

18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☒ NO ☐
If YES, give details: _____ Mortgage – Camden National Bank, Kennebunk, ME _____

The Division of Liquor Licensing & Enforcement 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: Kennelbunkport, ME on 02-06, 20 18
Town/City, State Date

Please sign in blue ink

Yalcin Kaya
Signature of Applicant or Corporate Officer(s)

Signature of Applicant or Corporate Officer(s)

Yalcin Kaya
Print Name

Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt 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.	\$ 900.00
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only) CLASS I-A: Hotels only that do not serve three meals a day.	\$1,100.00
Class II Spirituous Only 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.	\$ 550.00
Class III Vinous Only 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.	\$ 220.00
Class IV Malt Liquor Only 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.	\$ 220.00
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) CLASS V: Clubs without catering privileges.	\$ 495.00
Class X Spirituous, Vinous and Malt – Class A Lounge CLASS X: Class A Lounge	\$2,200.00
Class XI Spirituous, Vinous and Malt – Restaurant Lounge CLASS XI: Restaurant/Lounge; and OTB.	\$1,500.00

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

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Kennebunkport, Maine York
City/Town (County)

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE – SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises 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-premises license or transfer of the location of an existing on-premises 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-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

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

C. Conditions of record such as waste disposal violations, health or safety violations 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; [2009, c. 81, §1 (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; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (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).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]
[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. 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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

*Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov*

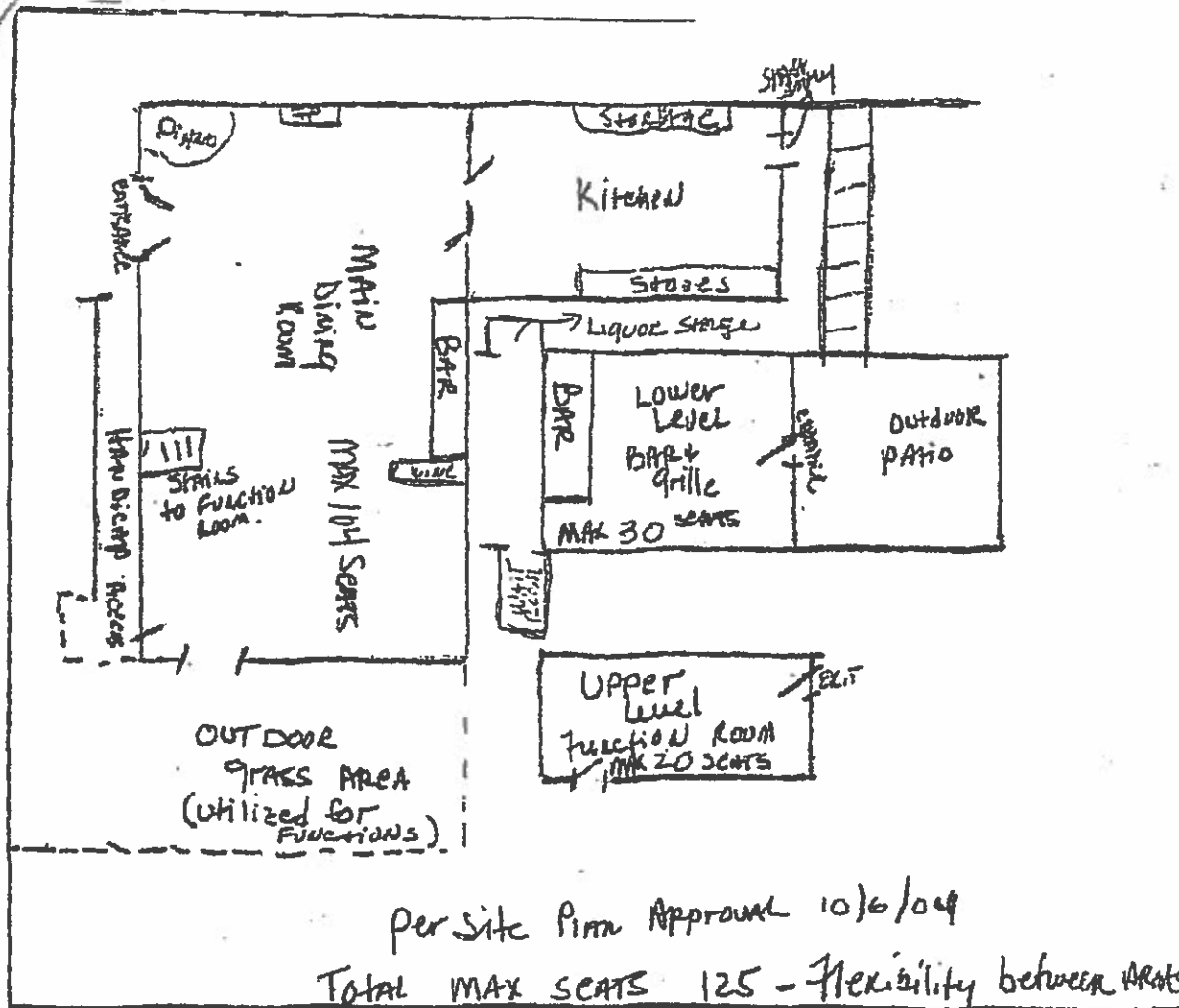
DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

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

See Attached



OnPremDiag2003

PIER 77



Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:

License #: _____

SOS Checked: _____

100% Yes ☐ No ☐

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

1. Exact legal name: _____ The Ramp Grill, LLC _____
2. Doing Business As, if any: _____ Pier 77 Restaurant _____
3. Date of filing with Secretary of State: _____ 12/10/2015 _____ State in which you are formed: _____ Maine _____
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

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

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Yalcin Kaya	21 Lamprey Lane, Lee, NH 03861		Owner	50%
Igor Mihailov	1011 Banfield Rd, Portsmouth, NH 03801		Owner	50%

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: _____ (list primary officers in the above boxes)

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

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

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

Yes ☐ No ☒

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

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:

Yalcin Kaya 2-5-18
Signature of Duly Authorized Person Date

Yalcin Kaya
Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



Agenda Item Divider



12

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT
8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008
10 WATER STREET, HALLOWELL, ME 04347
TEL: (207) 624-7220 FAX: (207) 287-3434
EMAIL INQUIRIES: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☐ Yes ☒ No

PRESENT LICENSE EXPIRES

3/26/2018

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- ☒ RESTAURANT (Class I,II,III,IV) ☐ RESTAURANT/LOUNGE (Class XI) ☐ CLASS A LOUNGE (Class X)
☐ HOTEL (Class I,II,III,IV) ☐ HOTEL, FOOD OPTIONAL (Class I-A) ☐ BED & BREAKFAST (Class V)
☐ CLUB w/o Catering (Class V) ☐ CLUB with CATERING (Class I) ☐ GOLF COURSE (Class I,II,III,IV)
☐ TAVERN (Class IV) ☐ QUALIFIED CATERING ☐ OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>RL Restaurant LLC</u>			Business Name (D/B/A) <u>Salt and Honey</u>		
APPLICANT(S) - (Sole Proprietor) <u>Jackson Jordan</u> DOB: _____			Physical Location: <u>24 Ocean Ave</u>		
Address <u>Alison Aggieri</u> <u>29 High St</u>			City/Town State Zip Code <u>Kennebunkport Me 04046</u>		
City/Town State Zip Code <u>Kennebunk Me 04093</u>			Mailing Address <u>Po Box 1459</u>		
Telephone Number Fax Number <u>207-204-0195</u>			City/Town State Zip Code <u>Kennebunkport Me 04046</u>		
Federal I.D. # <u>46-5393392</u>			Seller Certificate #: <u>1169914</u> Business code: <u>013</u>		
Email Address: Please Print <u>Wahana.com</u>			Website: <u>TheSaltandHoney.com</u>		

If business is NEW or under new ownership, indicate starting date: No

Requested inspection date: 3/15/2018

Business hours: 8:30am - 9:00pm

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: No
2. State amount of gross income from period of last license: ROOMS \$ — FOOD \$ 400,000 LIQUOR \$ 150,000
3. Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐
If Yes, please complete the Corporate Information required for Business Entities who are licensees. RL Restaurant LLC
DBA Salt and Honey
4. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

(Use an additional sheet(s) if necessary.)

License #

Name of Business

Physical Location

City / Town

5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: Beth Komizchek
7. Business records are located at: 29 High St Kennebunk, Me 04043
8. Is/are applicant(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☒ NO ☐
10. 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
<u>Jackson Yordan</u>	<u>(DOB)</u>	<u>Tallahassee, FL</u>
<u>Alison Riggieri</u>	<u>(DOB)</u>	<u>Worcester, Mass</u>

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

Kennebunk, Maine

Kennebunkport, Maine

Bayside, New York

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____ (use additional sheet(s) if necessary)

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

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

14. Does/do applicant(s) own the premises? Yes ☐ No ☒ If No give name and address of owner: Ray Shmalo
1023 Wagon Wheel drive Sarasota, FL 34290

15. Describe in detail the premises to be licensed: (On Premise Diagram Required) A 44 seat
Restaurant in Kennebunkport, Me

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

17. 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? Nearest to a church

Which of the above is nearest? 1/4 mile away 1,500 Ft away

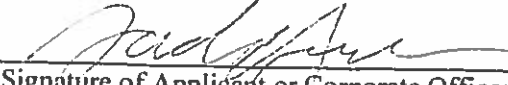
18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒

If YES, give details: _____

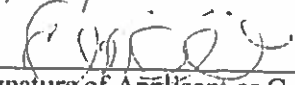
The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

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: Kennebunkport, Maine on 02/16/, 20 18
Town/City, State Date


Signature of Applicant or Corporate Officer(s)
Jackson Gordon
Print Name

Please sign in blue ink


Signature of Applicant or Corporate Officer(s)
Alison Bennett
Print Name

FEE SCHEDULE

FILING FEE: (must be included on all applications)\$ 10.00

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.

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

All fees must accompany application, make check payable to the Treasurer, State of Maine.

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Kennebunkport, Maine York
City/Town (County)

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE - SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises 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-premises license or transfer of the location of an existing on-premises 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-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

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

C. Conditions of record such as waste disposal violations, health or safety violations 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; [2009, c. 81, §1 (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; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]
[2009, c. 81, §§1-3 (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).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD).]
[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

5. 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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

Please be sure to include the following with your application:

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Town's signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

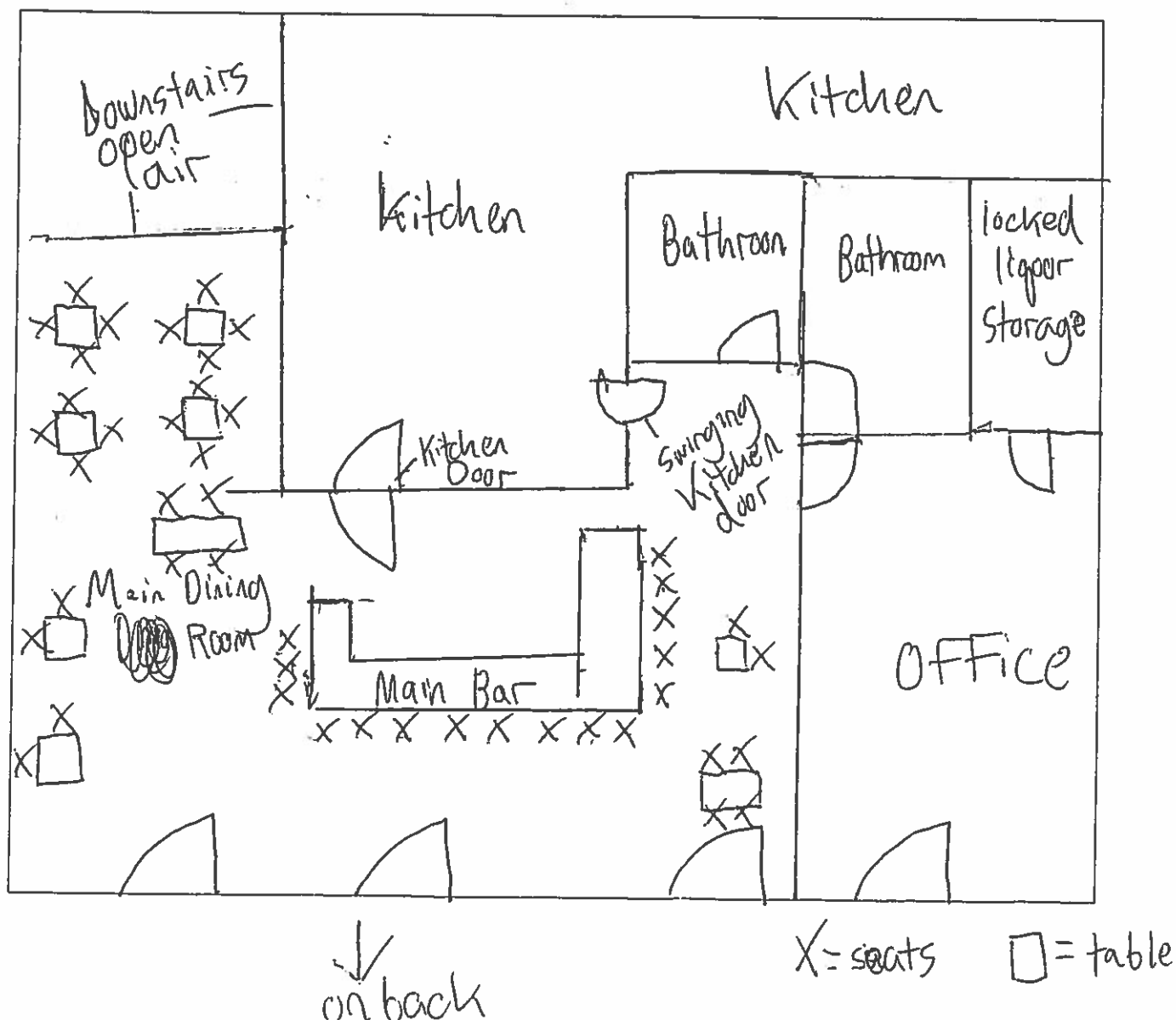
Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing & Enforcement
 8 State House Station, Augusta, ME 04333-0008
 10 Water Street, Hallowell, ME 04347
 Tel: (207) 624-7220 Fax: (207) 287-3434
 Email Inquiries: MaineLiquor@maine.gov

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

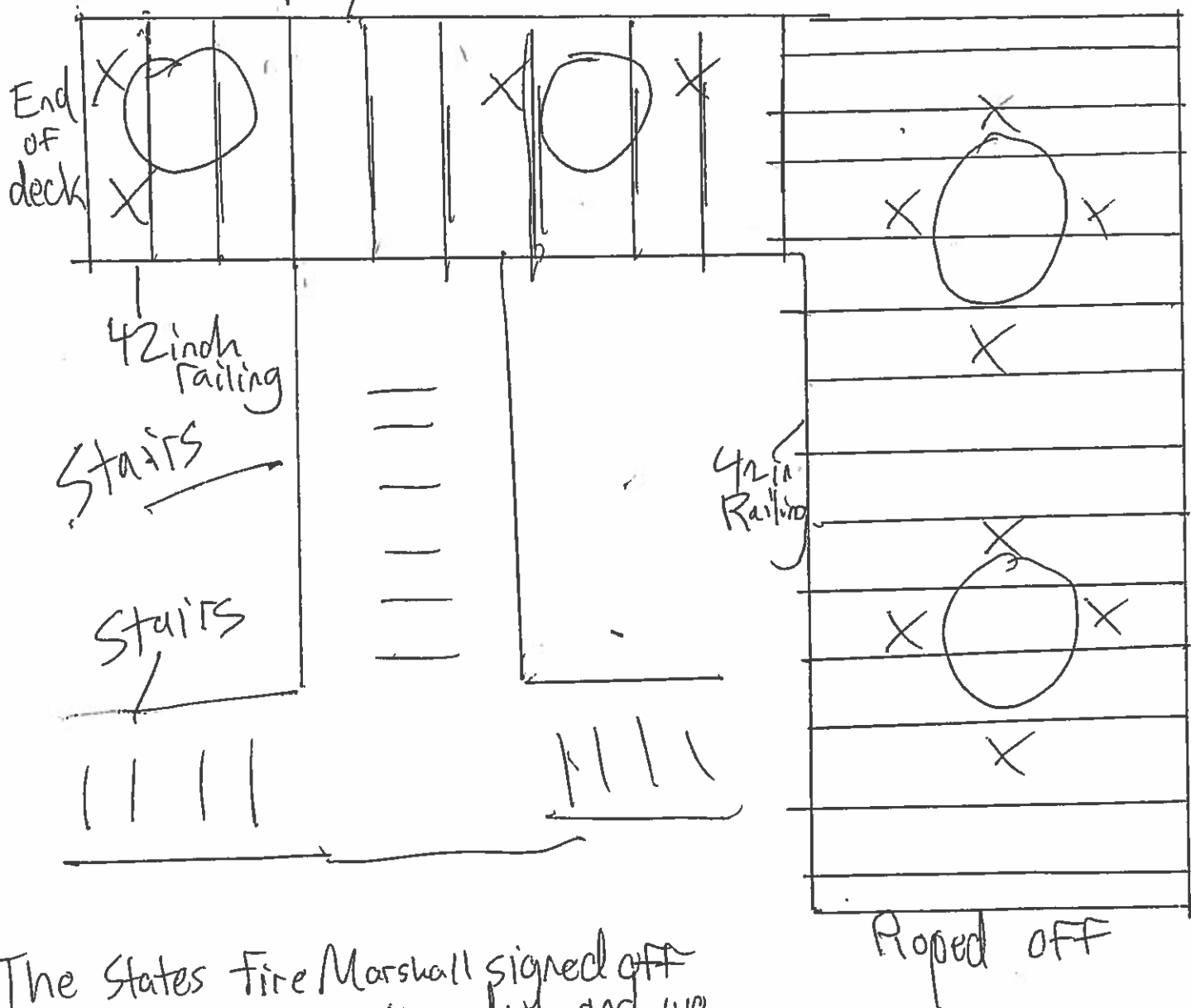
Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division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



Restaurant
is on
2nd floor.

Entrance to
Restaurant

Front Deck



The States Fire Marshall signed off
on Occupancy of the deck and we
ask that the liquor license cover the
upstairs portion of our deck which
is assigned to us in our lease with
building owner Raymond Shmalo.

(Seasonal outside
seating)
O = table
X = seat

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

Yes ☐ No ☒ If Yes, Name: _____ Agency: _____

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

Yes ☐ No ☒

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

Name: _____

Date of Conviction: _____

Offense: _____

Location of Conviction: _____

Disposition: _____

Signature:


Signature of Duly Authorized Person

Date

2/16/2018


Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov



Agenda Item Divider



13

Laurie Smith

From: Amy K. Tchao <ATchao@dwmlaw.com>
Sent: Friday, February 16, 2018 2:24 PM
To: Laurie Smith
Subject: FW: Renumbering of Kings Highway
Attachments: AddressGuidebook3.1.pdf

Laurie -

I'm writing to you in response to your request for a legal review of a November 9, 2017 letter sent by Mr. Donovan to the Board of Selectmen concerning the E-911 renumbering of Kings Highway. In short, Mr. Donovan seems to contend that the Town is not required to comply with the State's recommended E-911 addressing standards and is not required to renumber *all* of the properties on Kings Highway. Rather, he suggests that the Town renumber only the 15 or so addresses that have been identified as potentially confusing.

The renumbering of properties on Kings Highway falls squarely within the scope of the Town's Street Ordinance, which was adopted pursuant to its home rule authority for the purpose of enabling quick, easy identification and location of properties by emergency responders. Although any renumbering efforts must comply with that Ordinance, the Town is well within its authority to adopt a renumbering scheme for Kings Highway that is also consistent with the State's E-911 recommended addressing standards—so long as those standards do not conflict with its Street Ordinance.

For reference, I've attached a document prepared by the Maine Office of GIS to assist municipalities in implementing the E-911 system. Pages 14-15 set forth recommended E-911 addressing standards for streets with existing physical addresses such as Kings Highway. Based on my quick review, none of those recommended standards are at odds with the Town's Street Ordinance.

With regard to Mr. Donovan's suggestion that the Town focus its renumbering efforts on only the 15 or so properties that have been flagged as confusing, it appears that such an approach would make it challenging, if not impossible, for the Town to comply with its Street Ordinance. For example, Article IV(1) of the Street Ordinance provides that "[n]umbers shall be assigned in anticipation of future growth and increases in density" and identifies a rule-of-thumb numbering interval of 100 feet for assigning property numbers in order to provide sufficient room to assign unused numbers to accommodate future growth. Because the Kings Highway properties are currently numbered sequentially without any intervals, it seems unlikely that the Town could renumber only the 15 properties on Kings Highway and also comply with this Ordinance provision.

It also bears mention that Mr. Donovan states in his letter that the Fire Department and emergency personnel have advised that renumbering Kings Highway would help alleviate confusion as firefighters and EMTs respond to emergency calls. While renumbering Kings Highway will impose some burdens on property owners, the Town's action to reduce the likelihood of error in dispatching emergency responders is both a lawful and responsible act of local government.

Finally, attached to Mr. Donovan's letter were several exhibits containing information about the location and status of Kings Highway, which documents he believes prove that Kings Highway is a private way or street, and therefore, in his view, cannot be made subject to the Town's street renumbering efforts. However, there are numerous historical documents, including town road inventory records, which indicate that significant portions of Kings Highway were accepted as a town way and Kings Highway has been maintained along its entire length as a town way for many decades. Even if this were not the case, the Town's street ordinance makes clear that privately owned streets are subject to the same street numbering requirements as public streets. Again, I believe the Town is well within its authority to adopt a street renumbering plan for Kings Highway that is consistent with state E-911 standards and other requirements in its Street Ordinance, pursuant to its police power and under its home rule authority.

Please let me know if you have any questions or would like to discuss this further.

Best regards,

Amy

Amy K. Tchao
Attorney

207.772.1941 ext. 552
ATchao@dwmlaw.com

84 Marginal Way, Suite 600, Portland, ME 04101-2480
800.727.1941 | 207.772.3627 Fax | dwmlaw.com

DrummondWoodsum

ATTORNEYS AT LAW

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Brendan R. Donovan
238 Kings Highway
Kennebunkport, ME. 04046

November 9, 2017

Re: The Board of Selectmen
Meeting: Concerning The
Re-numbering of Kings
Highway.

The Board of Selectmen
Town of Kennebunkport

Gentlemen:

My name is Brendan Donovan and my wife and I have enjoyed a home at the above captioned address since approximately 2007 and before that at 6 Bel Air Avenue beginning in 1981. My family has been coming to the beach since 1939 (before my time).

The purpose of this letter and supporting documents is to discuss the proposal currently under consideration by the Board for the possible re-numbering of each home along Kings Highway and possible name change of the Street. The Town is responding to "GUIDELINES" from the State and not a "MANDATE", concerning the e911 issue.

In general, the renumbering of any street in any community would / will have dramatic consequences and disruption for any of the citizens in the community directly involved, and therefore should only be considered and implemented on a highly selective basis after the citizens are at least consulted and not read about it in a weekly newspaper, which they may or may not receive.

The Town should also consider all new "technologies" as they currently exist and evolve almost on a daily basis. By this I mean, but not limited to, GPS, Global Positioning Systems and GIS, Geographic Information Systems. Each of these technologies implement satellite technology for public, accurate, positioning and public location, mapping, systems for public safety and more. I do not claim to be an expert on any of this, just that the systems exist.

I personally have consulted with the following individuals in recent days and, hopefully, will share with you their comments as accurately as possible:

- 1) Ms. Laurie Smith, Town Manager, Kennebunkport. We briefly discussed that there are app. 240 homes / lots along Kings Highway (per tax map) and app. 15 addresses were / are potentially causing the e911 confusion. I am glad that Laurie is here tonight to concur or disagree with my comments of our conversation and the discussion tonight.

Thus, 15 out of 240 homes (or 6.3%) is causing the conversations and should be discussed with this ratio in mind.

- 2) Mr. Craig Sanford, Chief of Police, Kennebunkport. We discussed the problem, if any, that his officers were having patrolling the Kings Highway area. He indicated that his patrolling officers were not having a e911 patrolling problem, and if any it was the area behind and west of Kings Highway. Again, I hope this characterizes our conversation accurately.
- 3) Mr. Matthew Drown, Postmaster USPS, Kennebunkport. He indicated that his postal carriers were having no delivery problems in the area in question and in fact he receives very few negative calls from the postal patrons in general from this defined territory. I cannot believe that FEDEX or UPS have an ongoing delivery problem with residents since I receive numerous packages from each on a weekly basis. Summer rentals, who change on a weekly or biweekly basis, would have delivery issues where-ever they rented.
- 4) Ms. Debra L. Anderson, Registrar of Deeds, County of York, Alfred, Me. See exhibits below
- 5) Ms. Deborah Briggs, P.L.S. Principal, Lower Village Survey, Kennebunk, Me. She explained to me the legalities of a public road, private way, public easements (for utilities, travel, biking, walking, maintenance, safety etc.) See exhibit entitled "M S B A Practice Series 101". She also, briefly, explained to me the concepts of GPS and GIS technologies and how satellites are playing an increasing role in their business. See exhibits below.
- 6) I spoke with Messrs. Alan Moir and Richard Stedman relative to Fire Department issues relative re-numbering of Kings Highway. Alan felt it would help alleviate any confusion as the firemen were responding to a call. Richard felt it would also alleviate any confusion relative to ambulance (KEMS) responding to a call. Again, I hope this characterizes our conversations accurately.
- 7) I was unable to meet with Mr. Michael Claus, Director of Roads, Kennebunkport. He was unable to get together because of the extensive disruptions caused by the recent storm.

I am enclosing documents as exhibits to this letter:

- A) A copy of the 10/13/17 cover article contained in The Kennebunk Post, which is self-explanatory and widely read.
- B) A copy of the taxpayers along Kings Highway. This document indicates that there are 240 taxable units along Kings Hghy and app. 14 lots with "rear lot designations or As and Bs .
- C) Goose Rocks Beach Kings Hghy map (drawn from Public Rights of Way Map). This map indicates that Kings Hghy stretches from the bridge on the East End (at Sand Point Rd.) to the Batson River on the West End and app. 1.5 miles long.

- D) M S B A Practice Series 101 – Number 1-2003 entitled Road and Easements. This complete document is considered “the Bible” by surveyors as noted by Deborah Briggs of Lower Village Survey Company.
- E) A copy of a survey of 238 Kings Highway indicating Kings Highway as a Private Way with public easements.
- F) “Plan of Land of A. Isabelle Fearing & Orlando Dow Beachwood- Kennebunkport, Maine Dated Sept.20, 1926”. This document indicates that the streets shown on the Plan are private streets with public easement. This document was recorded.

In general, these documents strongly indicate that the Town of Kennebunkport cannot arbitrarily consider changing the addresses, name or any other substantive changes / amendments without counseling those directly and / or indirectly affected. The safety issue as outlined in the article in the Kennebunk Post and discussed at the Sept. 28th meeting of this Board concerns app. 15 lots out of app. 240 lots 9 (or 6.3%) are limited and should be discussed as such.

Thank you for your time and your timely consideration of the above.

Sincerely,

Memo To: The Board of Selectmen
Thursday 22, 2018

From: Brendan R. Donovan

Re: Renumbering of Kings Highway

Ladies and Gentlemen:

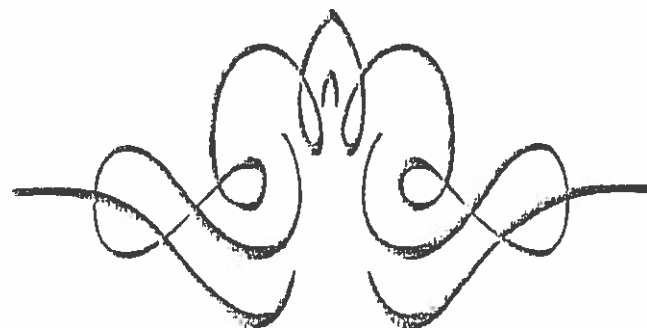
I am writing to you as a follow-up on my conversations with the Board relative to the renumbering issue and my comments based on Att. Amy K. Tchao's memorandum dated 2/16/2018. Unfortunately, based on a family issue, I cannot appear personally before you this evening, and I will hopefully do my best in this memorandum to present my response to Ms. Tchao's conclusions.

- 1) I said that the issuance by the State are 'Guidelines' for the E-911 issue not 'Mandated' by the State. I never suggested that the Town renumber 15 or so problem homes.
- 2) What I did say was that Kings Highway is probably as straight a road as exists in Kennebunkport. Town Manager Laurie Smith thought that there were 20 problem homes relative to postal addresses. I thought the number of homes was closer to 10. She and I discussed the issue and agreed to split the difference at say 15 by mutual agreement. There are, by Town records, 240 homes along the straight line known as Kings Highway. I asked: Should 15 problem home addresses affect the entire Street. That is 6.3% of the total. Should the tail wag the dog or should the dog wag the tail???
- 3) I have spoken to the Chief of Police, Fire Department, Postmaster, UPS and FEDEX and no one or entity has a problem making deliveries or historically making emergency calls to the Kings Highway properties. I never said that renumbering would alleviate emergency firefighters or EMT emergency calls, since my contention is no confusion currently exists.
- 4) The entire network of roads in the Goose Rocks Beach area are private ways and not accepted by the Town as built to Town standards, construction or otherwise. According to the MSBA Practice Series guidelines, the Town enjoys certain easements and responsibilities, but not ownership. These include easements to traverse and maintain the roads and for utilities and safety.
- 5) In summery, I believe that the Town can alleviate its perceived E-911 issues, issued by the State as 'Guidelines', by utilizing current technological advances like GPS (Global Positioning Systems) and GIS (Geographic Information Systems). As I said "Each of these technologies implement satellite technology for public, accurate positioning and public location, mapping, systems for public safety and more". This technology EXISTS today, the Town should just use it. One does by using the internet and transferring information and pictures today in our homes and classrooms. Don't let our school children continue to out maneuver in their classrooms (taught by the Town) as we are asleep 'at the wheel'.

Thank You For Your Time, I am sorry I can't be here this evening, Brendan Donovan



Agenda Item Divider



14

Kennebunkport Fire Department

Purchase of Truck to Replace Existing Brush Truck (# B5)

March 2, 2018

Ref: Capital Account #3904-3009 Account Balance \$60,000

In accordance with the FY2018 Capital Budget, we are requesting the purchase of a 2018 Chevrolet 3500D 1-Ton 4 Wheel Drive Pick Up Truck from Quirk Chevrolet, Portland, Maine, to serve as a Brush/Utility truck.

Requests to bid for this vehicle were sent 12 area truck dealers, per the attached list.

The only bid received was from Quirk Chevrolet for a price of \$30,600.00 .

The bid from Quirk Chevrolet is attached. Also attached is a detailed spec sheet for the equipment and options included with this vehicle. The spec sheet indicates a retail sticker price of \$41,413.00.

This purchase is the first part of this project. The department is presently preparing specs for a forestry "skid unit", a self-contained slide-in unit that includes a tank and pump intended for brush and wildland firefighting. This skid unit will slide in to the pick-up truck body and be removable to allow the truck to serve in a utility role during storms and other situations. The truck will also be tasked with towing one of the department's two rescue boats. Additional cost, to be determined, will be incurred in the installation of emergency lights, siren, radios, and department lettering.

This vehicle is replacing a 1974 GMC pick up truck that the department has operated for 44 years.

Dick Stedman

Fire Administrator

	A	B	C	D	E	F
	SALESMAN	DEALER	ADDRESS	TOWN - state- zip	e-MAIL	PHONE
1	Rod Bracket	Arundel Ford	1561 Portland Road	Arundel, ME 04046	rbracket@arundelford.com	800-889-7171
2	John Hale	Bill Dodge Auto Group	2 Saunders Way	Westbrook, ME 04092	johnhale@bdbag.com	207-854-3200
3	Joe Cook	Casco Bay Ford	1213 US -1	Yarmouth, ME 04096	joe@cascohayford.com	207-846-5577
4	Dan Mahoney	Lee Dodge	20 Main Street	Westbrook, ME 04092	danmahoney@leeautomall.com	877-829-8943
5	John Mynahan	O'Connor Auto Park	199 Riverside Drive	Augusta ME 04330	john.mynahan@oconnorwheels.com	866-237-7909
6	Tim Rogers	Pape Chevrolet	425 Westbrook Street	South Portland, ME 04106	timrogers@papechevrolet.com	207-775-6111
7	Daren Chisholm	Prime Ford Saco	857 Portland Road	Saco, ME 04072	dchisholm@driveprime.com	855-347-9584
8	Josh Conley	Quirk Chevrolet	1000 Brighton Ave.	Portland, ME 04102	jconley@quirkauto.com	866-559-9332
9	Greg West	Rowe Westbrook Ford	91 Main Stret #1	Westbrook, ME 04092	gwest@roweford.com	207-854-2555
10	Ron McIntyre	Southern Maine Chrysler Dodge Jeep Ram	824 Portland Road	Saco, ME 04072	rmcintyre@xmcjdj.com	207-835-3420
11	Chris Anderson	Weirs Buick GMC	1513 Portland Road	Arundel, ME 04046	canderson@weirsbuickgmc.com	877-861-0700
12	Scot Bonney	Yanke Ford Sales and Service	165 Waterman drive	South Portland, ME 04106	scott@yankeeford.com	207-799-5591

Corrected Bidders List

Rowe Ford tcaron@roweford.com
 Lee Dodge dmahoney@leeautomall.com
 Bill Dodge john.hale@bdbag.com

854-2555
 856-6685
 854-3200

Quirk Chevrolet of Portland

1000 Brighton Avenue
Portland, ME 04102
(207) 774-5971

Date
02/28/2018

Sales Associate

Deal Number

Multi Payment

GUEST INFORMATION

Guest Name
TOWN OF KENNEBUNKPORT

Co-Buyer

Address
PO BOX 566 KENNEBUNKPORT, ME 040460566

Home Telephone No.
(207) 967-5728

Work Telephone No.
967-5728

Email

Driver's License No.

VEHICLE DESCRIPTION

Make/Model Description
CHEVROLET SILVERADO 1 TON

Year
2018

Color

Miles

Stock No.

Vin No.

Option "A" Base Retail Payments

Down Payment \$0.00

** Based on Avg. A.P.R., 45 Days to 1st Pmt.

Fast, Friendly, Simple, Fair

Retail Value	40,563.00
Savings	2,363.00
Rebate	7,800.00
Adjusted Sale Price	30,400.00
Trade Value	0.00
Trade Difference	30,400.00
Preferred Package	200.00
Documentation Fee	0.00
Sales Sub Total	30,600.00
Tax	0.00
Non Taxable Fees	0.00
Trade Balance	0.00
Tag Fee	0.00
Net Sales Price	30,600.00
Down Payment	0.00
Balance Remaining	30,600.00

Guest Approval

Estimated Payments based on average APR. Final terms of your loan may differ depending on actual terms of financial institutions' acceptance and are negotiable. This is an offer to sell/purchase see dealership Buyer's Order for final figures, terms and conditions.

Management Approval

* With Lender Approval

BID PROPOSAL FORM

SECTION 2

KPFD One-Ton Truck Contract No. KPFD 2018-01

SUBMIT TO: Town Manager's Office
Town of Kennebunkport
6 Elm Street / P.O. Box 566
Kennebunkport, Maine 04046

BID DATE: March 1, 2018 2:00 p.m.

The undersigned hereby certifies he/she has examined and fully comprehends the requirements of these specifications for the above equipment and offers to furnish all labor, materials, equipment, supplies and related to do the work as detailed for the following lump sum price. Bid Prices (1-3) should reflect the price of one truck.

Model Bid Chevrolet Silverado / 1-ton Reg Cab. 4x4

1. Base Bid for Chassis Cab \$ \$30,000.00 (In Numbers)

Expected Delivery Time after Receipt of Purchase Order 8-10 weeks + Subject to manufacturer picking up order from his yard

NAME OF FIRM:

Orrick Chevrolet

ADDRESS:

100 Brighton Ave

Portland, Me. 04102

AUTHORIZED SIGNATURE:

[Signature]

PRINT NAME AND TITLE:

Steve Locke Fleet Commercial Mgr.

TELEPHONE:

207-321-5500

DATE:

2/28/18

Required Attachments: 1. Detailed one ton Truck Manufacturer Specifications with Town Selected Options

DETAILED SPECIFICATIONS

SECTION 3

1 – 2017-2018-2019 One-Ton Truck with standard 96" pick-up body 2-door cab

The Town of Kennebunkport Fire Department are requesting bid quotes on 1 –2017-2018-2019 One-Ton chassis cab pick-up trucks with standard 96" pick-up body. This specification is based on a Ford F350 XL single rear gasoline automatic chassis cab. Other makes or models which meets or exceeds the specifications and as detailed will be given the same and equal consideration. Bidders must supply manufacturers specifications for the completed unit including options that will meet or exceed the units noted for bid quotes. Each bidder shall complete the following section supplying the information requested for the equipment bid. Failure to complete this section may be considered grounds for rejecting the bid.

KPFD One-Ton Truck:

Make:

Chevrolet

Model:

Silverado 1 ton 4x4 Reg Cab

Year

2018

Option Equipment List Attached

Yes:

✓

Specification Description
Supply

Minimum Required

Bidder to

3.01 2017-2018-2019 Ford F350 Single Rear Wheel Chassis Cab

- ☒ a. Gasoline Engine (6.2L V8) 6.0L
- ☒ b. Automatic Transmission
- ☒ c. Single Rear Wheel
- ☒ d. 4 Wheel Drive (4 x 4 Drive Type)
- ☒ e. XL Trim Level with Power Equipment Group
- ☒ f. Truck Colors Red and Magnetic Gray Interior.
- ☒ g. 4 Up-fitter switches on dashboard
- ☒ h. Limited Slip Differential
- ☒ i. No Spare Tire
- ☒ j. Water-based undercoating on under-side of platform
- ☒ k. Flush mount marker light package FMVSS 108
- ☒ l. Rear Mud Flaps

- m. Back Up Alarm
- n. 96" pick-up bed (Maximum over-all length of truck shall be under 21'-0")
- o. 2 – door regular cab
- p. Reece-Trailer Hitch

END OF SECTION

steve parke
QUIRK CHEVROLET

ATTENTION ALL USERS: When using Order Workbench (OWB), please DO NOT disable pop-up windows functionality. OWB uses pop-up windows to display business critical alerts, confirmations and warning messages while in transactions. For assistance, contact the OWB Help Desk at 1-888-337-1010.

jvm001 Logout

Main > Order Vehicles > Configure a New Vehicle: Choose Options

PLAN & FORECAST

ORDER VEHICLES

MANAGE INVENTORY

LOCATE VEHICLES

DELIVER VEHICLES

REPORTS & TOOLS

Configure a New Vehicle: Choose Options

Choose Model

Choose Options

Customer/Other info

View Summary

MY CONFIGURATION

Choose the options that are available for the selected PEG, and then click "Next: Configuration Summary". Click "Cancel" to cancel the entire configuration. You can see what changes you have made to the original PEG by expanding the "Options Added and Removed" section and view the "As Configured" pricing in the "My Configuration" box.

2018 CHEVROLET TRUCK
CREGHD - CK35903 - 3500HD
Silverado, LWB, 4WD, Reg Cab

PEG 1WT

Distrib. Entry FLT Fleet
Order Type FNR-Fleet
Commercial

Options Added and Removed

* indicates a required field

Select Vehicle Options

View Weekly Constraints Report (Retail)

Expand / Collapse All Options

Select	Option Code	Description	MSRP	MSRP
Primary Color* [G7C]				
<input type="checkbox"/>	G1K	Deep Ocean Blue Metallic	\$395.00	\$395.00
<input type="checkbox"/>	G2X	Havana Metallic	\$0.00	\$0.00
<input checked="" type="checkbox"/>	G7C	Red Hot	\$0.00	\$0.00
<input type="checkbox"/>	GAN	Silver Ice Metallic	\$0.00	\$0.00
<input type="checkbox"/>	GAZ	Summit White	\$0.00	\$0.00
<input type="checkbox"/>	GBA	Black	\$0.00	\$0.00
<input type="checkbox"/>	GPA	Graphite Metallic	\$0.00	\$0.00
<input type="checkbox"/>	GPJ	Cajun Red Tintcoat	\$495.00	\$495.00
Trim* [H2R]				
<input type="checkbox"/>	H0U	Jet Black, Cloth seat trim	\$0.00	\$0.00
<input type="checkbox"/>	H2Q	Dark Ash with Jet Black Interior Accents, Vinyl seat trim	\$0.00	\$0.00
<input checked="" type="checkbox"/>	H2R	Dark Ash with Jet Black Interior Accents, Cloth seat trim	\$0.00	\$0.00
<input type="checkbox"/>	H2S	Dark Ash with Jet Black Interior Accents, Cloth seat trim	\$0.00	\$0.00
<input type="checkbox"/>	H2T	Cocoa/Dune, Cloth seat trim	\$0.00	\$0.00
Body Code [E63]				
<input checked="" type="checkbox"/>	E63	Pickup box	\$0.00	\$0.00
<input type="checkbox"/>	ZW9	Pickup box, delete	-\$955.00	-\$955.00
GVWR [C7A]				
<input type="checkbox"/>	9G4	GVWR, 13,400 lbs. (6078 kg) with dual rear wheels	\$0.00	\$0.00
<input checked="" type="checkbox"/>	C7A	GVWR, 10,000 lbs. (4536 kg) with single rear wheels	\$0.00	\$0.00
<input type="checkbox"/>	C7W	GVWR, 11,400 lbs. (5171 kg) with single rear wheels	\$0.00	\$0.00
<input type="checkbox"/>	CHX	GVWR, 13,025 lbs. (5908 kg) with dual rear wheels	\$0.00	\$0.00
<input type="checkbox"/>	JFK	GVWR, 10,700 lbs. (4854 kg) with single rear wheels	\$0.00	\$0.00
Engine* [L96]				
<input type="checkbox"/>	L5P	Engine, Duramax 6.6L Turbo-Diesel V8, 820-Diesel compatible	\$9,395.00	\$9,395.00
<input checked="" type="checkbox"/>	L96	Engine, Vortec 6.0L Variable Valve Timing V8 SFI E85-compatible, FlexFuel	\$0.00	\$0.00
<input type="checkbox"/>	LC8	Engine, 6.0L V8 SFI Gaseous CNG/LPG capable with hardened valves and valve seats. Capable of operating on both gasoline and CNG/LPG. E85 compatible prior to gaseous fuel conversion.	\$300.00	\$300.00
Transmission* [MYD]				
<input type="checkbox"/>	MW7	Transmission, Allison 1000 6-speed automatic, electronically controlled	\$0.00	\$0.00
<input checked="" type="checkbox"/>	MYD	Transmission, 6-speed automatic, heavy-duty, electronically controlled	\$0.00	\$0.00
Emissions [NE1]				

RELATED LINKS

- View List of All Options and Their Detailed Descriptions
- US On-Line Order/Reference Guide

<input type="checkbox"/>	FE9	Emissions, Federal requirements	\$0.00	\$0.00
<input checked="" type="checkbox"/>	NE1	Emissions, Connecticut, Delaware, Maine, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements	\$0.00	\$0.00
<input type="checkbox"/>	YF5	Emissions, California state requirements	\$0.00	\$0.00
Rear Axle [GT5]				
<input type="checkbox"/>	GT4	Rear axle, 3.73 ratio	\$100.00	\$100.00
<input checked="" type="checkbox"/>	GT5	Rear axle, 4.10 ratio	\$0.00	\$0.00
Tires [QWF]				
<input type="checkbox"/>	QGM	Tires, LT265/70R18E all-terrain, blackwall	\$200.00	\$200.00
<input type="checkbox"/>	QOQ	Tires, LT235/80R17E all-season highway	\$0.00	\$0.00
<input checked="" type="checkbox"/>	QWF	Tires, LT265/70R18E all-season, blackwall	\$0.00	\$0.00
<input type="checkbox"/>	QZT	Tires, LT235/80R17E all-terrain	\$200.00	\$200.00
Wheels [PYT]				
<input checked="" type="checkbox"/>	PYT	Wheels, 18" (45.7 cm) painted steel	\$0.00	\$0.00
<input type="checkbox"/>	PYV	Wheels, 18" (45.7 cm) chromed aluminum	\$0.00	\$0.00
<input type="checkbox"/>	PYW	Wheels, 17" (43.2 cm) painted steel	\$0.00	\$0.00
<input type="checkbox"/>	RT4	Wheels, 18" (45.7 cm) Black aluminum	\$0.00	\$0.00
Radio [IOB]				
<input type="checkbox"/>	IO5	Audio system, Chevrolet MyLink Radio with 8" diagonal color touch-screen, AM/FM stereo	\$0.00	\$0.00
<input type="checkbox"/>	IO6	Audio system, Chevrolet MyLink Radio with Navigation and 8" diagonal color touch-screen, AM/FM stereo	\$495.00	\$495.00
<input checked="" type="checkbox"/>	IOB	Audio system, Chevrolet MyLink Radio with 7" diagonal color touch-screen, AM/FM stereo	\$0.00	\$0.00
Seats* [AE7]				
<input checked="" type="checkbox"/>	AE7	Seats, front 40/20/40 split-bench, 3-passenger, driver and front passenger recline	\$0.00	\$0.00
<input type="checkbox"/>	AZ3	Seats, front 40/20/40 split-bench, 3-passenger	\$435.00	\$435.00
Paint Scheme [ZY1]				
<input checked="" type="checkbox"/>	ZY1	Paint, solid	\$0.00	\$0.00
Ship- Through Codes				
<input type="checkbox"/>	A4I	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Brand FX Body Company and returned to Ft. Wayne Assembly for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	ANO	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Canfield Equipment in Warren, MI.	\$0.00	\$0.00
<input type="checkbox"/>	BI7	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Adrian Steel in Wentzville, MO. Returned to Wentzville Assembly for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	CJD	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Reading Truck Equipment, Pontiac MI, and returned to Flint Assembly for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	TBR	Ship Thru, Produced in Ft. Wayne Assembly and shipped to ECO Vehicle Systems, Union City, Indiana.	\$0.00	\$0.00
<input type="checkbox"/>	TCM	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Monroe Truck Equipment, Flint, MI. Returned to Flint Assembly for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	TRE	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Auto Truck Group in Roanoke, IN. Returned to Ft. Wayne Assembly for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	TVY	Ship Thru, Produced and shipped to Anchorage VDC then to TK Services and returned to Anchorage VDC for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	VDE	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Knapheide Truck Equipment, Flint, MI and returned to Flint Assembly for shipping to final destination.	\$0.00	\$0.00
<input type="checkbox"/>	VWH	Ship Thru, Produced in Ft. Wayne Assembly and shipped to Leggett and Platt CVP Taylor, MI. Returned to Flint Assembly for shipping to final destination.	\$0.00	\$0.00
Additional Options				
BUMPER FRT				
<input checked="" type="checkbox"/>	V46	Bumper, front chrome	\$0.00	\$0.00
BUMPER RR				
<input type="checkbox"/>	9JA	Bumper, rear, delete	-\$380.00	-\$380.00
<input checked="" type="checkbox"/>	VJH	Bumper, rear chrome with bumper CornerSteps	\$0.00	\$0.00
COMMUNICATION SYSTEM				

<input checked="" type="checkbox"/>	UE0	OnStar, delete	\$0.00	\$0.00
<input type="checkbox"/>	UE1	OnStar	\$0.00	\$0.00
COVERING FLOOR				
<input type="checkbox"/>	B30	Floor covering, color-keyed carpeting	\$100.00	\$100.00
<input checked="" type="checkbox"/>	BG9	Floor covering, Graphite-colored rubberized-vinyl	\$0.00	\$0.00
DIGITAL AUDIO SYSTEM				
<input checked="" type="checkbox"/>	U2J	SiriusXM Satellite Radio, delete	\$0.00	\$0.00
<input type="checkbox"/>	U2K	SiriusXM Satellite Radio	\$195.00	\$195.00
Fleet Management Company				
<input type="checkbox"/>	R6A	ARI	\$0.00	\$0.00
<input type="checkbox"/>	R6R	Donlen Corp	\$0.00	\$0.00
<input type="checkbox"/>	R6T	Emkay	\$0.00	\$0.00
<input type="checkbox"/>	R6U	GE	\$0.00	\$0.00
<input type="checkbox"/>	R7A	Enterprise Fleet	\$0.00	\$0.00
<input type="checkbox"/>	R7G	LeasePlan	\$0.00	\$0.00
<input type="checkbox"/>	R7H	Mike Albert	\$0.00	\$0.00
<input type="checkbox"/>	R7W	PHH	\$0.00	\$0.00
<input type="checkbox"/>	R8N	Wheels	\$0.00	\$0.00
GENERATOR				
<input checked="" type="checkbox"/>	KG4	Alternator, 150 amps	\$0.00	\$0.00
<input type="checkbox"/>	KHB	Alternators, dual, 150 amps and 220 amps each	\$380.00	\$380.00
<input type="checkbox"/>	KW5	Alternator, 220 amps	\$150.00	\$150.00
GM Commercial Link				
<input type="checkbox"/>	P0G	GM Commercial Link - 1 year of Service	\$120.00	\$120.00
<input type="checkbox"/>	P0H	GM Commercial Link - 2 years of Service	\$240.00	\$240.00
<input type="checkbox"/>	P0I	GM Commercial Link - 3 years of Service	\$360.00	\$360.00
HANDLE O/S DOOR				
<input type="checkbox"/>	D75	Door handles, body-color	\$0.00	\$0.00
HVAC SYSTEM				
<input checked="" type="checkbox"/>	C67	Air conditioning, single-zone	\$0.00	\$0.00
LOCK CONTROL, ENTRY				
<input checked="" type="checkbox"/>	AQQ	Remote Keyless Entry	\$0.00	\$0.00
MIRROR O/S				
<input type="checkbox"/>	DF2	Mirrors, outside high-visibility vertical trailing, Black	\$0.00	\$0.00
<input checked="" type="checkbox"/>	DPN	Mirrors, outside heated power-adjustable vertical trailing, upper glass, manual-folding and extending, Black;	\$0.00	\$0.00
ONSTAR R-CODES				
<input type="checkbox"/>	R8W	OnStar 2 Additional Yrs of OnStar Safe and Sound	W/A	W/A
<input type="checkbox"/>	RFH	OnStar Additional 30 Months of OnStar Security Service	W/A	W/A
SPEAKER SYSTEM				
<input checked="" type="checkbox"/>	UQ3	6-speaker audio system	\$0.00	\$0.00
TIRE SPARE				
<input type="checkbox"/>	ZQ0	Tire, spare LT235/80R17E highway	\$0.00	\$0.00
<input checked="" type="checkbox"/>	ZWF	Tire, spare LT265/70R18E all-season, blackwall	\$0.00	\$0.00
<input type="checkbox"/>	ZZT	Tire, spare LT235/80R17E all-terrain	\$0.00	\$0.00
TRANSFER CASE				
<input type="checkbox"/>	NQF	Transfer case, electronic shift with rotary dial controls	\$200.00	\$200.00
WHEEL SPARE				
<input checked="" type="checkbox"/>	N79	Wheel, 18" x 8" (45.7 cm x 20.3 cm) full-size, steel spare.	\$0.00	\$0.00
<input type="checkbox"/>	SKP	Wheel, 17" x 6.5" (43.2 cm x 16.5 cm) full-size, steel spare.	\$0.00	\$0.00
WINDOW TYPE				

<input type="checkbox"/>	AKO	Glass, deep-tinted	\$100.00	\$100.00
Other				
<input type="checkbox"/>	5JY	LPO, Tri-Fold Soft Tonneau cover	\$0.00	\$0.00
<input checked="" type="checkbox"/>	9L7	Upfitter switches, (4)	\$125.00	\$125.00
<input checked="" type="checkbox"/>	A31	Windows, power	\$0.00	\$0.00
<input type="checkbox"/>	A60	Tailgate, locking, utilizes same key as ignition and door	\$0.00	\$0.00
<input checked="" type="checkbox"/>	A91	Remote Locking Tailgate	\$0.00	\$0.00
<input type="checkbox"/>	AG1	Seat adjuster, driver 10-way power	\$0.00	\$0.00
<input type="checkbox"/>	ANQ	Alaskan Snow Plow Special Edition	\$2,010.00	\$2,010.00
<input checked="" type="checkbox"/>	AU3	Door locks, power	\$0.00	\$0.00
<input checked="" type="checkbox"/>	AY0	Air bags, single-stage frontal and thorax side-impact, driver and front passenger, and head curtain side-impact, front and rear outboard seating positions	\$395.00	\$395.00
<input type="checkbox"/>	B86	Moldings, bodyside, body-color	\$0.00	\$0.00
<input type="checkbox"/>	BTV	Remote vehicle starter system	W/A	W/A
<input type="checkbox"/>	C49	Defogger, rear-window electric	\$225.00	\$225.00
<input type="checkbox"/>	CGN	Bed Liner, Spray-on	\$495.00	\$495.00
<input type="checkbox"/>	CTD	Cargo ties downs (4), movable upper	\$60.00	\$60.00
<input checked="" type="checkbox"/>	DB8	Mirror, inside rearview auto-dimming	\$0.00	\$0.00
<input type="checkbox"/>	DMQ	Decal - Alaskan	\$0.00	\$0.00
<input type="checkbox"/>	FPF	DPF, diesel particulate filter, manual regeneration	\$250.00	\$250.00
<input type="checkbox"/>	FVX	National Fleet Incentive	\$0.00	\$0.00
<input checked="" type="checkbox"/>	G80	Differential, heavy-duty locking rear	\$0.00	\$0.00
<input checked="" type="checkbox"/>	JL1	Trailer brake controller, integrated	\$0.00	\$0.00
<input type="checkbox"/>	K05	Engine block heater	\$100.00	\$100.00
<input checked="" type="checkbox"/>	K34	Cruise control, steering wheel-mounted	\$0.00	\$0.00
<input type="checkbox"/>	K40	Exhaust brake	\$0.00	\$0.00
<input checked="" type="checkbox"/>	K47	Air cleaner, high-capacity	\$0.00	\$0.00
<input type="checkbox"/>	K4B	Battery, 730 cold-cranking amps, auxiliary	\$135.00	\$135.00
<input checked="" type="checkbox"/>	KC4	Cooling, external engine oil cooler	\$0.00	\$0.00
<input type="checkbox"/>	KI4	Power outlet, 110-volt AC	\$150.00	\$150.00
<input checked="" type="checkbox"/>	KNP	Cooling, auxiliary external transmission oil cooler	\$0.00	\$0.00
<input type="checkbox"/>	N37	Steering column, manual Tilt-Wheel and telescoping	W/A	W/A
<input type="checkbox"/>	NB8	Emissions override, California	\$0.00	\$0.00
<input type="checkbox"/>	NB9	Emissions override, state-specific	\$0.00	\$0.00
<input type="checkbox"/>	NC7	Emissions override, Federal	\$0.00	\$0.00
<input type="checkbox"/>	NZZ	Underbody Shield, frame-mounted shields	\$150.00	\$150.00
<input type="checkbox"/>	P03	Wheel trim, painted trim skins and painted center caps	\$0.00	\$0.00
<input type="checkbox"/>	P06	Wheel trim, Chrome trim skins and chrome center caps	\$0.00	\$0.00
<input type="checkbox"/>	PCM	WT Convenience Package	\$1,255.00	\$1,255.00
<input type="checkbox"/>	PCO	LPO, Essentials Package	\$1,115.00	\$1,115.00
<input checked="" type="checkbox"/>	PCR	WT Fleet Convenience Package	\$1,005.00	\$1,005.00
<input type="checkbox"/>	PCY	LT Fleet Convenience Package	\$830.00	\$830.00
<input type="checkbox"/>	PDO	LPO, Protection Package	\$310.00	\$310.00
<input type="checkbox"/>	PEA	TI Processing Option	\$0.00	\$0.00
<input type="checkbox"/>	PPA	Tailgate, EZ-Lift and Lower	\$0.00	\$0.00
<input type="checkbox"/>	PQF	OnStar 6 months of OnStar Protection Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQG	OnStar 18 months of OnStar Protection Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQH	OnStar 30 months of OnStar Protection Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQI	OnStar 6 months of OnStar Security Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQL	OnStar 18 months of OnStar Security Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQM	OnStar 30 months of OnStar Security Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQP	OnStar Additional 6 months of OnStar Fleet Guidance Service.	\$0.00	\$0.00
<input type="checkbox"/>	PQQ		\$0.00	\$0.00

	OnStar Additional 18 months of OnStar Fleet Guidance Service.		
<input type="checkbox"/> PQT	OnStar Additional 30 months of OnStar Fleet Guidance Service.	\$0.00	\$0.00
<input type="checkbox"/> PR6	SiriusXM Satellite Radio Additional 9 months of the SiriusXM All Access Package.	\$0.00	\$0.00
<input type="checkbox"/> PR7	SiriusXM Satellite Radio Additional 21 months of the SiriusXM All Access Package.	\$0.00	\$0.00
<input type="checkbox"/> PR8	SiriusXM Satellite Radio Additional 33 months of the SiriusXM All Access Package.	\$0.00	\$0.00
<input type="checkbox"/> PRD	OnStar 42 months of OnStar Protection Service.	\$0.00	\$0.00
<input type="checkbox"/> PRE	OnStar 42 months of OnStar Security Service.	\$0.00	\$0.00
<input type="checkbox"/> PRF	OnStar Additional 42 months of OnStar Fleet Guidance Service.	\$0.00	\$0.00
<input type="checkbox"/> R6L	Override for GAM orders	\$0.00	\$0.00
<input type="checkbox"/> R6P	Fleet Customer	\$0.00	\$0.00
<input type="checkbox"/> R88	LPO, Illuminated Black bowtie emblem	\$425.00	\$425.00
<input type="checkbox"/> R8F	ZB2 Trailing delete	-\$585.00	-\$585.00
<input type="checkbox"/> R9Y	Fleet Free Maintenance Credit.	-\$90.00	-\$90.00
<input type="checkbox"/> RIA	LPO, All-weather floor liner	\$120.00	\$120.00
<input type="checkbox"/> RN2	LPO, Gold illuminated front bowtie emblem	\$375.00	\$375.00
<input type="checkbox"/> ROV	OnStar with 4G LTE for Fleet (20GB/12 months)	\$0.00	\$0.00
<input type="checkbox"/> ROW	OnStar with 4G LTE for Fleet (36GB/24 months)	\$0.00	\$0.00
<input type="checkbox"/> RVS	LPO, Assist steps - 4" Black - Round	\$530.00	\$530.00
<input checked="" type="checkbox"/> SAF	Tire carrier lock	\$0.00	\$0.00
<input type="checkbox"/> SFE	LPO, Wheel locks, set of 4	\$65.00	\$65.00
<input type="checkbox"/> SFZ	LPO, Black Bow-Tie Emblems, front and rear	\$220.00	\$220.00
<input type="checkbox"/> SNO	LPO, Hitch Package, Gooseneck ball and chain tiedown kit with case	\$295.00	\$295.00
<input type="checkbox"/> T3U	Fog lamps, front, halogen	W/A	W/A
<input type="checkbox"/> TG5	Single-slot CD/MP3 player	\$0.00	\$0.00
<input type="checkbox"/> TRW	Provision for cab roof-mounted lamp/beacon	\$30.00	\$30.00
<input checked="" type="checkbox"/> U01	Lamps, Smoked Amber roof marker	\$55.00	\$55.00
<input type="checkbox"/> U2L	Radio, HD	\$0.00	\$0.00
<input type="checkbox"/> UD5	Front and Rear Park Assist, Ultrasonic	\$0.00	\$0.00
<input type="checkbox"/> UD7	Rear Parking Assist, Ultrasonic	\$295.00	\$295.00
<input type="checkbox"/> UF2	LED Lighting, cargo box	\$125.00	\$125.00
<input type="checkbox"/> UF3	Switch, High idle	\$200.00	\$200.00
<input type="checkbox"/> UFL	Lane Departure Warning	\$0.00	\$0.00
<input type="checkbox"/> UK3	Steering wheel audio controls	\$0.00	\$0.00
<input type="checkbox"/> UTJ	Theft-deterrent system, unauthorized entry	\$0.00	\$0.00
<input checked="" type="checkbox"/> UVC	Rear Vision Camera	\$0.00	\$0.00
<input type="checkbox"/> UY2	Trailing wiring provisions, for camper, fifth wheel and gooseneck trailer	\$35.00	\$35.00
<input type="checkbox"/> V10	Cover, 1-piece	\$55.00	\$55.00
<input checked="" type="checkbox"/> V22	Grille surround, chrome	\$0.00	\$0.00
<input checked="" type="checkbox"/> V76	Recovery hooks, front, frame-mounted, black	\$0.00	\$0.00
<input type="checkbox"/> VAV	LPO, All-weather floor mats	\$95.00	\$95.00
<input type="checkbox"/> VBR	LPO, Rubber bed mat	\$155.00	\$155.00
<input checked="" type="checkbox"/> VK3	License plate kit, front	\$0.00	\$0.00
<input type="checkbox"/> VQ1	Fleet Processing Option	\$0.00	\$0.00
<input type="checkbox"/> VQ2	Fleet Processing Option	\$0.00	\$0.00
<input type="checkbox"/> VQ3	Fleet Processing Option	\$0.00	\$0.00
<input type="checkbox"/> VQK	LPO, Molded splash guards, Black	\$225.00	\$225.00
<input type="checkbox"/> VQT	LPO, Tri-Fold Hard Tonneau cover	\$995.00	\$995.00
<input type="checkbox"/> VQY	LPO, Chrome recovery hooks	\$250.00	\$250.00
<input type="checkbox"/> VV4	OnStar 4G LTE and available built-in Wi-Fi hotspot offers a fast and reliable Internet connection for up to 7 devices;	\$0.00	\$0.00
<input type="checkbox"/> VXH	LPO, Assist Steps - 6" Chromed Rectangular	\$650.00	\$650.00
<input type="checkbox"/> VXJ	LPO, Assist Steps - 4" Chromed Round	\$585.00	\$585.00

<input type="checkbox"/>	VYU	Snow Plow Prep Package	\$385.00	\$385.00
<input type="checkbox"/>	Y65	Driver Alert Package	\$845.00	\$845.00
<input checked="" type="checkbox"/>	YK6	SEO Processing Option	\$0.00	\$0.00
<input type="checkbox"/>	YM8	LPO Processing Option	\$0.00	\$0.00
<input type="checkbox"/>	Z6A	Gooseneck / 5th Wheel Prep Package -- Hitch platform to accept Gooseneck or Fifth wheel hitch	\$370.00	\$370.00
<input type="checkbox"/>	Z71	Z71 Package, Off-Road	\$0.00	\$0.00
<input checked="" type="checkbox"/>	Z82	Trailering equipment	\$0.00	\$0.00
<input checked="" type="checkbox"/> Special Equipment Options [8S3]				
<input type="checkbox"/>	01U	Special Paint	\$0.00	\$0.00
<input type="checkbox"/>	4GM	Tire, Spare LT265/70R18E all-terrain	\$66.00	\$66.00
<input type="checkbox"/>	5F9	Rear Camera Calibrations without Guidelines	\$50.00	\$50.00
<input type="checkbox"/>	5H1	Key equipment, two additional keys for single key system	\$45.00	\$45.00
<input type="checkbox"/>	5L5	Theft deterrent system fleet immobilizer modifications	\$50.00	\$50.00
<input type="checkbox"/>	5M7	Speedometer calibration	\$50.00	\$50.00
<input type="checkbox"/>	5V1	Carrier with spare wheel - no tire	\$118.00	\$118.00
<input type="checkbox"/>	5Z4	Spare wheel, carrier and lock delete	-\$20.00	-\$20.00
<input type="checkbox"/>	8F2	Ornamentation, delete	\$0.00	\$0.00
<input checked="" type="checkbox"/>	8S3	Backup alarm, 97 decibels	\$138.00	\$138.00
<input type="checkbox"/>	8W9	Increased front GAWR	\$45.00	\$45.00
<input type="checkbox"/>	8X1	Label, fasten safety belts	\$4.00	\$4.00
<input type="checkbox"/>	9B9	Governor, electronic speed sensor set to 70 MPH	\$50.00	\$50.00
<input type="checkbox"/>	9G3	Suspension Package, off-road, for base decor vehicles	\$275.00	\$275.00
<input type="checkbox"/>	9L3	Spare tire delete	-\$80.00	-\$80.00
<input type="checkbox"/>	9M4	Decal and name plate delete, tailgate	\$0.00	\$0.00
<input type="checkbox"/>	9R1	Decal delete, Pickup box	\$0.00	\$0.00
<input type="checkbox"/>	9S1	Seats, driver and passenger front, individual seats in vinyl trim	\$0.00	\$0.00
<input type="checkbox"/>	9U3	Seats, driver and passenger front, individual seats in cloth trim	\$0.00	\$0.00
<input type="checkbox"/>	9V5	Paints, solid, Woodland Green	\$425.00	\$425.00
<input type="checkbox"/>	9W3	Paints, solid, Wheatland Yellow	\$425.00	\$425.00
<input type="checkbox"/>	9W4	Paints, solid, Tanger Orange	\$425.00	\$425.00
<input type="checkbox"/>	SFW	Backup alarm calibration	\$0.00	\$0.00
<input type="checkbox"/>	TGK	Special Paint, Solid, one color	\$425.00	\$425.00

☒ Fleet Customer Codes — Apply Fleet Customer Code

Base Price:	\$38,300.00	\$38,300.00
Total Options:	\$1,718.00	\$1,718.00
Total Price:	\$40,018.00	\$40,018.00
Destination Charge:	\$1,395.00	\$1,395.00
TOTAL PRICE W/ DFC†	\$41,413.00	\$41,413.00

CANCEL

BACK

NEXT: VIEW SUMMARY

† North American Order Workbench is intended solely for business use by GM Dealers. Pricing shown is for illustration purposes only. Refer to GMPricing.com for official GM Price schedules. GM pricing is subject to change by GM at anytime without notice. The GSA Price Level is for GM use only.

[Order Workbench](#) [FAQs](#) [Site Map](#)

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Kennebunkport, Maine

SPECIFICATIONS

***1 – 2017-2018-2019 One Ton
Chassis Cab Trucks with
Standard 96" Pick-up Body***

Kennebunkport Fire Departments

Contract No. KPFD 2018-01

TOWN OF KENNEBUNKPORT
Laurie Smith, Town Manager

Feb. 15, 2018

Kennebunkport Fire Department
32 North Street
Kennebunkport, Maine 04046
(207) 967-2114

BID DATE: Thursday March 1, 2018, 2:00 p.m.

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1– 2017-2018-2019 One Ton Trucks w/ Standard 96” Pick-up body

Kennebunkport Fire Department
Contract No. KPFD 2018-01

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INVITATION TO BID

The Town of Kennebunkport, Maine will accept sealed bids until 2:00 p.m., Thursday, March 1, 2018 at the Town Manager's Office, 6 Elm Street, Kennebunkport, Maine for the furnishing of one (1) – One-Ton Chassis 2-door Cab / Single Rear axle with standard 96" Pick-up Body, for the Kennebunkport Fire Departments. Bids shall be submitted in sealed envelopes with the name and address of the Bidder and marked "KPFD One-Ton Truck" on the face of the envelope. The bids will be opened and publicly read aloud at 2:00 p.m. on the same date.

A complete set of the contract documents may be downloaded from the Town of Kennebunkport website. Bids shall be submitted on the provided forms in accordance with the Information for Bidders. No Bidder may withdraw a bid within thirty (30) days after opening thereof.

The Owner reserves the right to waive any informalities in or to reject any and all bids.

James Burrows Acting Chief
Scott Lantagne Acting Chief
Kennebunkport Fire Department
Town of Kennebunkport

GENERAL INFORMATION

SECTION 1

1.01 INFORMATION FOR BIDDERS

- A. Sealed unit price proposals will be received by the Town Manager of the Town of Kennebunkport, Maine up until 2:00 p.m., Thursday, March 1, 2018, then to be publicly opened and read aloud for the furnishing of one (1) One-Ton to the Fire Department in accordance with these specifications.
- B. Bids shall be submitted on the attached "Bid Proposal Form" and shall be signed by an authorized person indicating full knowledge and acceptance of the specifications. The sealed bid shall be submitted to the Town Manager's Office and the envelope shall be clearly marked with the name and address of the bidder and the specific contract for which the bid is being submitted.
- C. No bidder may withdraw his bid within thirty (30) days after opening thereof.
- D. Qualified bids will be deemed to be only bids from authorized One-Ton Truck Dealers.
- E. Each Bidder shall indicate on the appropriate place on the Bid Proposal Form the manufacturer and product name for the material to be supplied under this bid. Literature describing the physical and performance characteristics of the equipment bid shall be attached and included with the bid. All such descriptive literature furnished shall be clearly marked (underline specific items in red or highlight the items) to indicate the specific equipment to be furnished under this bid. Do not submit any brochures without first marking the item to be supplied if more than one selection or option is shown in the catalog. The Town, however, reserves the right to request additional information deemed necessary for proper evaluation of bids.
- F. Each Bidder shall fully complete and submit with the bid the attached "Detailed One-Ton Truck Specifications" form. Failure to complete and submit the attached form will be grounds for rejection of the bid.
- G. Bidders may submit separate proposals for sale of new 2017, 2018 or 2019 Trucks that meet or exceed Detailed Specifications and are available for immediate delivery to the Town of Kennebunkport.

1.02 BID COMPLIANCE

- A. The Town of Kennebunkport will regard all bids received as an agreement by the Bidder to conform to all items of these specifications. If the equipment offered differs from the provisions contained in this specification, such differences must be explained in detail, and the bid will receive careful consideration if such differences do not depart from the intent of this specification and are in the best interest of the Town.
- B. The Manufacturer's name and model designation must be shown on the bid form in the designated spaces, however, that information is not sufficient evidence that the bidder is taking exception to the detailed specification. If no exceptions or deviations are specifically shown and explained, equipment shall be furnished exactly as specified.

1.03 DELIVERY

- A. The One-Ton Truck shall be delivered as soon as possible and guaranteed delivery may be considered in making the award. Delivery time shall be expressed on the bid proposal form in the space provided (in number of calendar days required to make delivery after receipt of a purchase order).
- B. The One-Ton Truck shall be delivered to the Kennebunkport Fire Department, 32 North Avenue, Kennebunkport, Maine.

1.04 DELIVERY CONDITION

- A. The vehicle delivered shall be in strict accordance with these specifications. If the vehicle is delivered with deviations or improper servicing, the Bidder must arrange to have the necessary work done within five (5) business days after notification from the Town of Kennebunkport.
- B. Provide one (1) copy each of the maintenance and the operational manual, and a complete parts list for all electrical, mechanical and hydraulic equipment as may be furnished with the One-Ton Truck (See Detailed Specs for further requirements)

1.05 TAX EXEMPTION

- A. The Town of Kennebunkport (a municipal government) is an exempt entity under law of the State of Maine and is, therefore, exempt from payment of the State of Maine sales or use tax on purchases made directly for its own use. These taxes are not to be included in the bid prices for any equipment, materials and supplies sold to the Town under this Contract.
- B. The Town of Kennebunkport is exempt from Federal Excise Tax and Federal Transportation Tax on all equipment, materials and supplies sold to the Town for its own use. These taxes are not to be included in the bid prices under this contract.

1.06 GUARANTEE

- A. The Bidder guarantees that the One-Ton Truck furnished under this bid is a new and unused product of regular manufacture.
- B. The decision of the designed officer appointed by the Kennebunkport Town Manager shall be the person to reasonable compliance with these specifications and guarantee shall be final.
- C. The manufacturer's standard warranty shall apply to the One-Ton Truck and warranty service shall be gratis at any dealer's shop in Maine or New Hampshire.
- D. The successful Bidder shall further guarantee the One-Ton Truck and all equipment furnished for a period of one (1) year from date of delivery in addition to any standard warranties offered with the One-Ton truck. This guarantee shall include defective materials and workmanship. If, during this period, warranty repairs and/or parts replacement become necessary due to defective materials and/or workmanship, all labor and material to make satisfactory repair shall be furnished at no cost to the Town by the Bidder.

1.07 BASIS FOR AWARD

- A. The Town of Kennebunkport reserves the right to accept or reject any or all bids in whole or in part, to waive any formality and technicality in any bid, and to accept any item or items in any bid. The Town reserves the right to accept or reject any or all bids as may best serve the interest of the Town.
- B. Bids shall be submitted in a sealed envelope or package with the type of bid clearly indicated on the outside.
- C. The Town will accept the bid most advantageous to the Town, not necessarily the lowest bid. Alternative quotations will be considered only when clearly explained. They will be considered only if the specifications are met and the alternatives are submitted as an alternative bid.
- D. The base bid price plus Town Selected Options bid price quoted shall be the net amount and shall include all costs necessary to furnish and deliver the One-Ton Truck as required by these specifications.

1.08 PAYMENT

- A. When the One-Ton Truck is delivered and after inspection of the vehicle and equipment to ensure compliance with these specifications, the Town will process a request for payment. However, if poor workmanship and/or minor deviations exist, the Town may withhold up to 20% of the contract price upon delivery and delay payment of the balance until the Bidder has made all necessary corrections.
- B. The Town may withhold the full payment of the contract price if, in its opinion, the One-Ton Truck contain major deviations from the specifications.
- C. The Town of Kennebunkport will pay the amount due upon delivery acceptance.

1.09 SERVICE

- A. Service by an authorized dealer of the One-Ton Truck shall be available within a 100-mile radius of the Town of Kennebunkport
- B. Prior to delivery, the One-Ton truck furnished shall be completely serviced by the Bidder or by an authorized dealer of the manufacturer. Service will include; lubrication, wash, Maine Inspection, and all other checks and adjustments required for proper servicing of a new vehicle.
- C. It shall be the Bidder's responsibility to insure at the time of servicing that all components and accessories specified have been properly installed.
- D. It shall be the Bidder's responsibility to ensure that the One-Ton Truck is road worthy.

BID PROPOSAL FORM
SECTION 2
KPFD One-Ton Truck Contract No. KPFD 2018-01

SUBMIT TO: Town Manager's Office
Town of Kennebunkport
6 Elm Street / P.O. Box 566
Kennebunkport, Maine 04046

BID DATE: March 1, 2018 2:00 p.m.

The undersigned hereby certifies he/she has examined and fully comprehends the requirements of these specifications for the above equipment and offers to furnish all labor, materials, equipment, supplies and related to do the work as detailed for the following lump sum price. Bid Prices (1-3) should reflect the price of one truck.

Model Bid _____

1. Base Bid for Chassis Cab \$ _____
(In Numbers)

Expected Delivery Time after Receipt of Purchase Order _____

NAME OF FIRM: _____

ADDRESS: _____

AUTHORIZED SIGNATURE: _____

PRINT NAME AND TITLE: _____

TELEPHONE: _____ **DATE:** _____

Required Attachments: 1. Detailed one ton Truck Manufacturer Specifications with Town Selected Options

DETAILED SPECIFICATIONS

SECTION 3

1 – 2017-2018-2019 One-Ton Truck with standard 96" pick-up body 2-door cab

The Town of Kennebunkport Fire Department are requesting bid quotes on 1 –2017-2018-2019 One-Ton chassis cab pick-up trucks with standard 96” pick-up body. This specification is based on a Ford F350 XL single rear gasoline automatic chassis cab. Other makes or models which meets or exceeds the specifications and as detailed will be given the same and equal consideration. Bidders must supply manufacturers specifications for the completed unit including options that will meet or exceed the units noted for bid quotes. Each bidder shall complete the following section supplying the information requested for the equipment bid. Failure to complete this section may be considered grounds for rejecting the bid.

KPFD One-Ton Truck: **Make:** _____

Year _____ **Model:** _____

Option Equipment List Attached Yes:

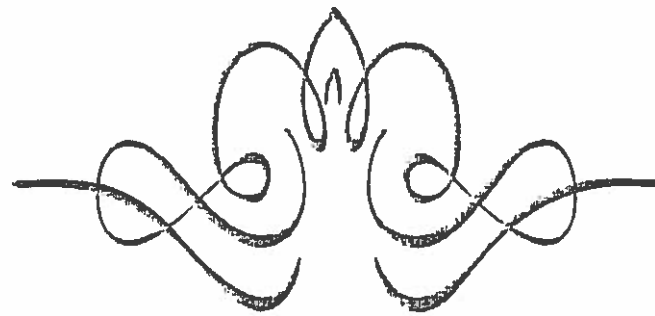
<i>Specification Description</i>	<i>Minimum Required</i>	<i>Bidder</i>	<i>to</i>
<i>Supply</i>			

3.01 2017-2018-2019 Ford F350 Single Rear Wheel Chassis Cab

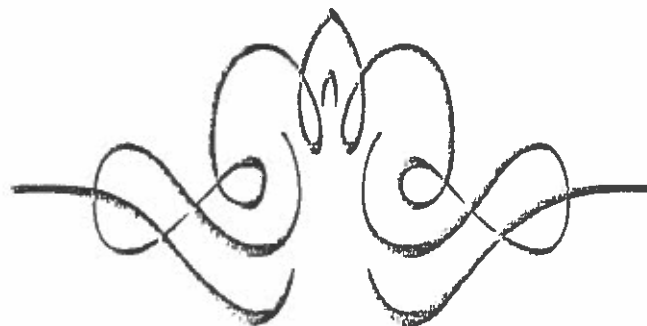
- a. Gasoline Engine (6.2L V8)
- b. Automatic Transmission
- c. Single Rear Wheel
- d. 4 Wheel Drive (4 x 4 Drive Type)
- e. XL Trim Level with Power Equipment Group
- f. Truck Colors Red and Magnetic Gray Interior.
- g. 4 Up-fitter switches on dashboard
- h. Limited Slip Differential
- i. No Spare Tire
- j. Water-based undercoating on under-side of platform
- k. Flush mount marker light package FMVSS 108
- l. Rear Mud Flaps

- m. Back Up Alarm
- n. 96" pick-up bed (Maximum over-all length of truck shall be under 21'-0")
- o. 2 – door regular cab
- p. Reece-Trailer Hitch

END OF SECTION



Agenda Item Divider



15e

Proposed Revisions to LUO to clarify setbacks related to lot lines and Rights of Way.

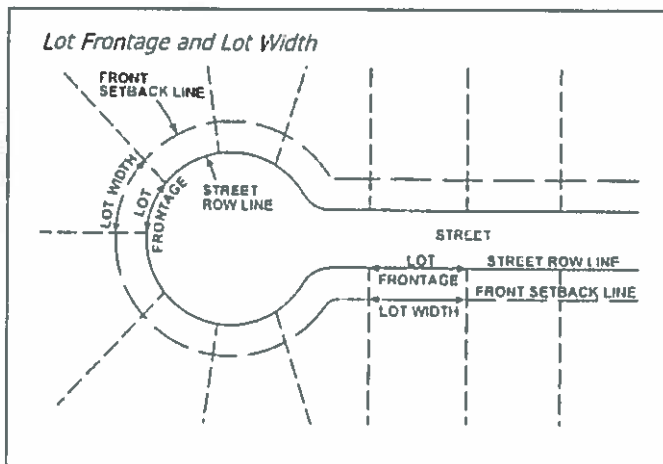
Frontage, Street: The horizontal distance measured in a straight line between the intersections of the side lot lines with the right-of-way of a street or road public or private.

Lot, Corner: A lot with at least two (2) contiguous sides abutting upon a street, road or right-of-way.

Lot Lines: The property lines bounding a lot as defined below:

- a. Front Lot Line: On an interior lot the line separating the lot from ~~the street or private road.~~ the right of way containing a street or private road providing vehicular access to the lot or capable of providing vehicular access to the lot. On a corner or through lot, the line separating the lot from each ~~street or right-of-way.~~ right of way containing the street or private road providing vehicular access to the lot .

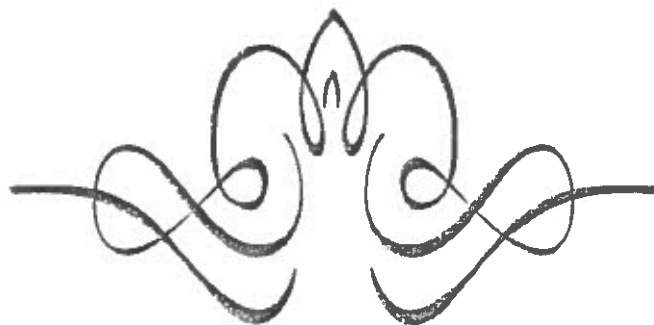
Lot Width: The width of any lot as measured wholly within the lot at the required front setback to the road or street right of way along a line parallel to the straight line connecting the intersections of the front lot line with the side lot lines.

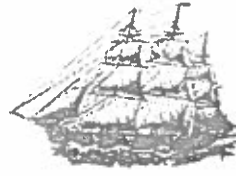


Setback: The horizontal distance from a lot line or right of way containing the street or private road providing vehicular access to the lot or capable of providing vehicular access to the lot to the nearest part of a structure.



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Memorandum

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Emergency Shelter MOU
Dt: March 5, 2018

After the 2017 October storm, that left parts of Kennebunkport without power for a week, I contacted the Towns of Kennebunk and Arundel, as well as the RSU, to begin conversations in earnest about a joint shelter. Although Kennebunkport has the Consolidated School as a backup emergency shelter, the October storm also showed us that school could be in session while people remained without power. Shelter operations are a complex issue in today's world. Although the core issue of offering shelter and basic necessities has remained the same over the years, the needs of the population have changed. We have a senior population, some with medical issues, others with dementia. A shelter situation would be chaotic for them and medical care for this population would be necessary. Citizens don't want to leave home without their pets, which begs the question where will we house the animals during the storm? Lastly, there are students with a variety of concerns including a growing autistic population. A shelter needs to be run over an extended period of time, which involves the following teams – food preparation, maintenance, public safety, and a medical team. Unfortunately, shelters are usually either maxed at capacity or have a small group of people who still need all these same teams. A regional approach made the most sense to me as we seek to stretch our limited resources over an extended time period.

All three Towns and the RSU are in agreement that a regional center makes the most sense. We have met over the past few months with our EMA Directors and are proposing this Memorandum of Understanding. The three communities would split the cost of setup and would also split the costs of replenishment (if not covered by FEMA funds). The RSU has offered the Middle School of the Kennebunks as it fully operational with a generator and offers the public use functionality while maintaining school operations. The Dot Stevens Community Center (next door to the Middle School) will be the first location opened (for a small group) and will also house pets in case of an extended stay. The next steps will be for the EMA Directors to establish protocols for opening and operations. We would then like to publish a phone number and location to the public so in an emergency they would know where they should go for shelter and who to call to determine whether the shelter is open.

6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046
Tel: (207) 967-4243 Fax: (207) 967-8470



KENNEBUNK FIRE RESCUE KENNEBUNK, MAINE

1-31-18

Shelter Budget proposal

This document contains the budget that the shelter committee came up with so that each of the three communities could plan a budget. The final shelter capacity is slated to be 200 persons. This proposal is to start smaller at 50 people and then add to it annually.

I have not included \$4200.00 dollars in this budget for a new container and its delivery because we are still looking to acquire a box thru surplus equipment.

The following is the make-up of this budget:

50 cots	\$2100.00
4 transfer carts	\$600.00
Misc. supplies	\$200.00
Rodent control	\$200.00
Hygiene kits	\$125.00
Towels/facecloth	<u>\$120.00</u>
Total	\$3345.00

Divided by the 3 communities = \$1115.00

If the container were added in it would be an additional \$4200.00 total of \$1400.00 to each community.

The School Department is going to purchase the hallway barrier (\$1200.00), and York County EMA is donating the needed blankets.

If we plan to increase our capacity by 50 people each year until we reach our goal of 200, the annual amount per community would be \$832.63. This would be 50 cots, 5 dozen towels and facecloths, 2 packages of hygiene kits, and 1 additional transfer cart per year.

The other thought was that each community should plan for some type of annual funds to operate the shelter in the event of an emergency. This fund, if possible, should be a reserve account so that it carries forward annually if not used. The possible uses may be the repayment to the School District should we use food from their supply.

If you have any additional questions, please feel free to contact me.

Sincerely,

Chief Jeff Rowe
Kennebunk EMA Director

Preparing to Go to a Shelter

A shelter is a place to go in the event of an evacuation or a disaster either man-made or natural, but it can be noisy, crowded and have few personal comforts. Shelters should be your last resort if you have nowhere else to go. A shelter is a stressful environment for everyone; please treat your fellow evacuees with courtesy and kindness.

Residents going to a shelter need to take their own supplies, some of which may be found in your disaster supply kit:

- Bring your own pillows, sheets, blankets, portable cot, or air mattress, or sleeping bags.
- If you are on a special diet, bring a supply of nonperishable food that will be sufficient for 3 days per person.
- All required medications and medical support equipment:
- Wheelchair/walker, oxygen, dressings, feeding and suction equipment, diapers, etc.
- Any specific medications or care instructions (2-week supply)
- Personal hygiene items, like toothbrush, toothpaste, deodorant, towels, brush/comb, dentures, glasses, eye drops, diapers, etc.
- Entertainment items, like games, cards, books, magazines, etc.

Persons with Disabilities, Barriers, or Impairments

By evaluating your own personal needs and making an emergency plan, you can be better prepared for any situation.

- Inventory what you every day to live independently. Identify the essential items you will need for at least three days.
- Stock custom essentials in your kit like: durable medical equipment, assistive technology, etc.
- Have a method to communicate your impairments and needs.

Remember, being ready is the key to maintaining your independence.

Shelter Options

DO WE MENTION PET OPTIONS HERE? SHELTER LOCATION HERE?

Shelter openings are incident-specific

Never go to a shelter unless local officials have announced it is open. Shelter opening will be announced through local television, radio stations, social media, and municipal Website.

Shelters are designed to be a last resort. You should first seek alternate accommodations in this order:

- Relatives or friends
- Motels/hotels

If you choose to go to a shelter, follow these instructions:

- Stay as calm as possible and take your disaster supply kit.
- Bring your own cots or sleeping materials.
- Bring changes of clothing and wear sturdy shoes.
- If you have dietary restrictions, bring food that you will be able to eat.
- Bring what you need to stay comfortable and entertained.
- Not all shelters will have electricity throughout the emergency.

Shelter Rules – If staying in a shelter, be aware of the shelter rules:

- We are guests. Please treat the facility, equipment, and staff respectfully.
- No disorderly or disruptive behavior will be allowed.
- No smoking, alcohol, or drugs allowed.
- No guns or weapons of any kind permitted.
- You must sign in when you arrive and sign out when you leave

Shelters are intended to keep you safe, not necessarily comfortable. The municipalities are not responsible for lost and stolen items while shelters are in operation.

Need logo from Kennebunk

Need Emergency numbers

Need a map?

Other information?

EMERGENCY SHELTERING AGREEMENT
MEMORANDUM OF UNDERSTANDING BETWEEN THE
TOWNS OF KENNEBUNK, KENNEBUNKPORT AND ARUNDEL
AND RSU 21

This Memorandum of Understanding is made and entered into this ____ day of, _____ 2018, by and between the TOWNS OF KENNEBUNK, KENNEBUNKPORT, AND ARUNDEL, in collaboration with RSU 21.

The communities of Kennebunk, Kennebunkport and Arundel agree to equally provide the resources necessary to equip, operate and manage the Dorothy Stevens Center and the Middle School of the Kennebunks' facility (RSU 21) as emergency shelters for the citizens and pets of the 'said' communities. The parties hereto desire to coordinate a program of disaster relief to protect public health and welfare by providing emergency sheltering for citizens, and to provide pet sheltering by means of this Memorandum of Understanding.

Therefore, it is mutually agreed and understood as follows:

Each party shall develop a mutually compatible plan providing for the effective mobilization of the necessary resources and facilities to cope with a disaster that requires the sheltering of people and pets.

The Towns of Kennebunk, Kennebunkport and Arundel, working in collaboration with RSU 21, will accept the responsibility for coordinating sheltering activities. These efforts will include, but are not limited to, committing staff personnel to manage the facility, registering individuals arriving at the shelter, providing for feeding of sheltered individuals, and providing a safe location for sheltering pets.

In the event of a situation requiring disaster response, all parties agree to participate in the purchase of emergency sheltering supplies to be housed in a container located on the property of the Kennebunk Fire and Rescue grounds, or any other mutually agreed upon site. Such supplies shall generally include a quantity of cots, blankets, and other required shelter operations equipment, and to include a contingency supply of food and water.

Each party in this agreement acknowledges they must provide sheltering relief assistance through the direction of M.R.S.A Title 37-B "Emergency Management," and each community's Local Emergency Operations Plan (EOP). All actions of the parties in this agreement will be coordinated with other participating governmental agencies during a disaster.

Each party agrees to participate without assurance of cost recovery. Each party agrees to participate in meetings and drills related to disaster relief.

The parties also agree to furnish educational materials and appropriate training relative to dealing with citizens and animals in a disaster.

TOWN OF KENNEBUNK

Michael Pardue, Town Manager

Jeffrey Rowe, Fire Chief/EMA Director

TOWN OF KENNEBUNKPORT

Laurie Smith, Town Manager

Craig Sanford, Police Chief/EMA Director

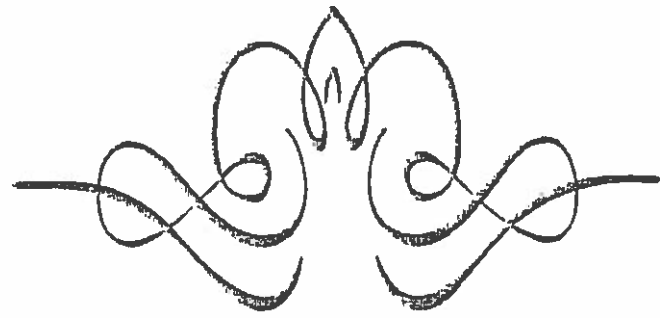
TOWN OF ARUNDEL

Keith Trefethen, Town Manager

Renald Tardif, Deputy Fire Chief/EMA Director

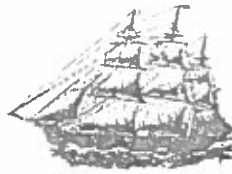
RSU 21

Katie Hawes, Superintendent



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Memorandum

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Housing Committee
Dt: March 5, 2018

The BOS adopted the Housing Assessment Study in January and charged me with developing the strategies identified in the study. I have requested funds as part of the FY 19 budget process to review the zoning and land use regulations and study public land that may be used for housing. Additionally, I am requesting that the BOS appoint two committees the first being a housing committee. The Housing Committee would be comprised of approximately 5 individuals with a term of office to last 2 years. Their purpose would be to further the strategies outlined in the Housing Assessment Study.

Strategies and Tools to Consider

The appropriate approach for addressing Kennebunkport's housing challenges depends on the target populations that the Town wishes to assist. There are three key demographic groups the Town may choose to target: existing year-round residents, year-round workers, and seasonal workers. Strategies for ensuring housing affordability will vary across these groups. No matter which market segment the Town chooses to target, solutions will need to address the cost of development in Kennebunkport. Due to relatively high land costs, this must include policies to reduce the cost of land. The private market has not and likely will not take care of housing issues without partnerships to reduce development costs so housing units (both rental and for-sale units) can be delivered at various levels of affordability. Success will require partnerships between the Town and other stakeholders or entities with complementary interests. This might include landowners, developers, affordable housing organizations, the State, and other communities within the region. The following are strategies and tools that the Town may wish to consider:

Housing Alliance or Housing Trusts – typically a nonprofit or quasi-governmental entity whose mission is to develop and implement policies or programs for affordable housing. Such an entity could be partially or fully

6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046
Tel: (207) 967-4243 Fax: (207) 967-8470

TOWN OF KENNEBUNKPORT, MAINE

– INCORPORATED 1653 –

funded by private sources and assist with the development of new units or with buying down the cost of existing units.

Donation of Land to Developer or Housing Entity – involves the Town providing land to a developer at little or no cost in exchange for the creation of a specified development plan to ensure affordability.

Zoning Policies – including policies such as clustering or density bonuses to increase development potential of a given site relative to land costs.

Affordable Housing Tax Increment Financing – program of Maine State Housing that allows municipalities to dedicate future property tax revenues from affordable housing development to be used to help developers pay for the costs of development including land acquisition, site and infrastructure costs, and management costs.¹

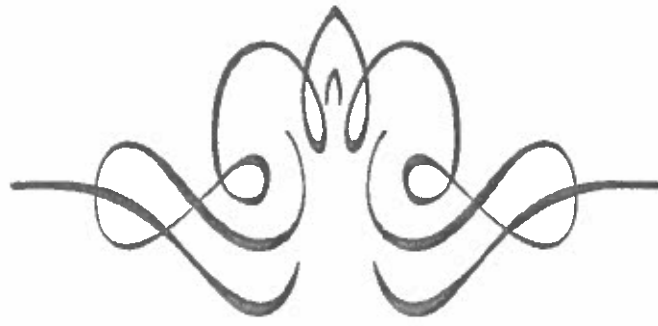
Partnering with Affordable Housing Developers – this can be accomplished through issuance of a request for qualifications or proposals in which the Town provides clarity on objectives and policies it is willing to use to achieve them and then solicits development plans through an open process. Resulting partnerships, if proposals are brought to fruition, would likely include a combination of tools to create affordability including land-use policies to allow density, land contributions, or tax increment financing. This can include non-profit development entities such as Habitat for Humanity.

In all cases to be sure the Town is addressing affordable housing over the long term for the target populations it chooses to address, policies or programs implemented must contain methods for:

- (1) ensuring units remain affordable regardless of turnover in owners or renters; and

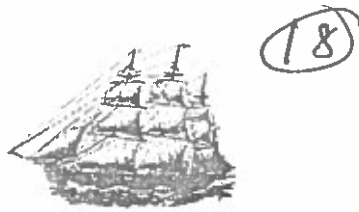
ensuring existing residents or workers have an opportunity to access the housing in addition to interested new residents.

¹ <http://www.mainehousing.org/programs-services/housing-development/developmentdetails/affordable-housing-tax-increment-financing>



Agenda Item Divider





TOWN OF KENNEBUNKPORT, MAINE

— INCORPORATED 1653 —

Memorandum

To: Board of Selectmen
Fr: Laurie Smith, Town Manager
Re: Short Term Rental Committee
Dt: March 5, 2018

Over the past few years the Town has seen increased complaints relative to the increase in short term rentals in neighborhoods across the community. Although sections of Kennebunkport have long lived with the changeover of summer rentals, the phenomenon has invaded small subdivisions as well. Kennebunkport is not alone as towns and cities across the nation are grappling with the best course of action when dealing with the complaints raised from these type of rentals. Concerns include excessive noise, a “vacation atmosphere” from abutting properties, parking, and not knowing who will be in your neighborhood next week. The Housing Assessment Study also identified short term rentals as one of the potential causes for increasing market values in Town as people see homes as business opportunities. Attached please find some analysis of the issue which our intern, Laura Henny, completed last summer.

I am requesting that the Board of Selectmen appoint an ad-hoc short term rental committee that would meet from April – November of 2018. The goal would be to review the issues created by short term rentals, provide for public input and feedback, analyze solutions adopted by other communities throughout the State/Nation and report back their recommendations to the Board of Selectmen by the end of November 2018. This would allow the Board to consider any strategies, rules, or regulations in time for the FY 20 budget and the June, 2019 town meeting.

Kennebunkport Short-Term Rental Summary

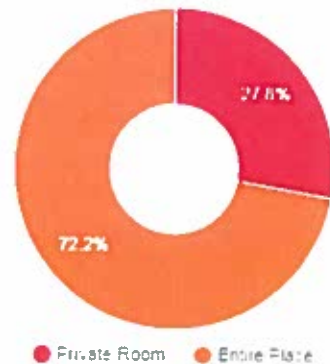
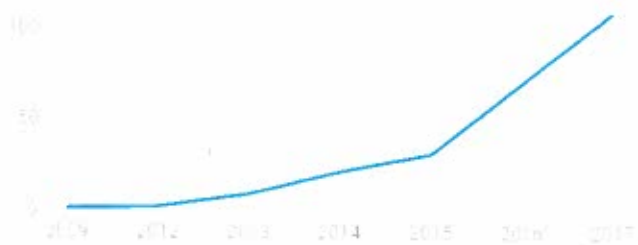
Data:

- **Kennebunkport Airbnb data as of August 2017:**
 - A total of 79 properties actively available
 - 60 active hosts (hosts with at least one property listed within the past 30 days)
 - 13 multiple-listing hosts (hosts that manage more than one Airbnb listing)
 - 19 Superhosts (hosts recognized by Airbnb for providing exceptional service)
 - Hosts by number of listings managed:
 - 47 single-listing hosts
 - 8 two-listing hosts
 - 4 three-listing hosts
 - 1 four-listing host

History of Kennebunkport's Airbnb activity, and types of rentals offered:

The number of Airbnbs in Kennebunkport has greatly increased over the last 5 years, and the vast majority of available listings are for entire houses.

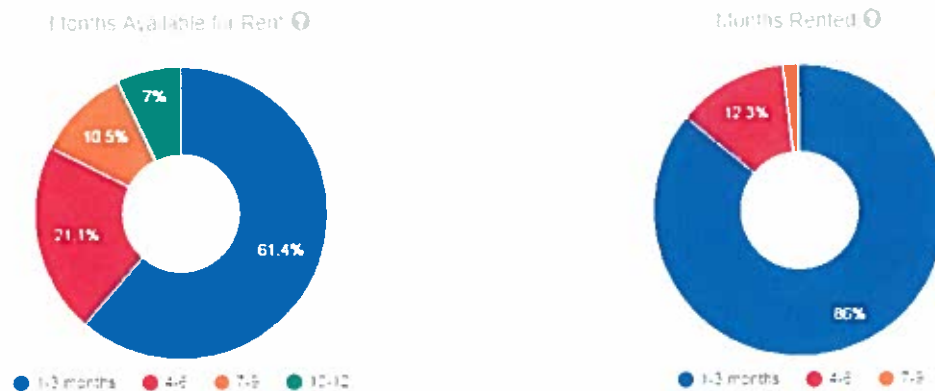
Cumulative Listed Properties



Sum of total days in the last year that a property's Airbnb calendar was available to accept reservations, and the sum of all days a property was actually booked in the last year:

Most Kennebunkport Airbnb rentals were available for a total of 1-3 months out of the past 12 months, 21% were available for 4-6 months, and 17.5% were available for more than 6 months. In terms of actual bookings, most Airbnbs were occupied for 1-3 months out of the past 12 months.

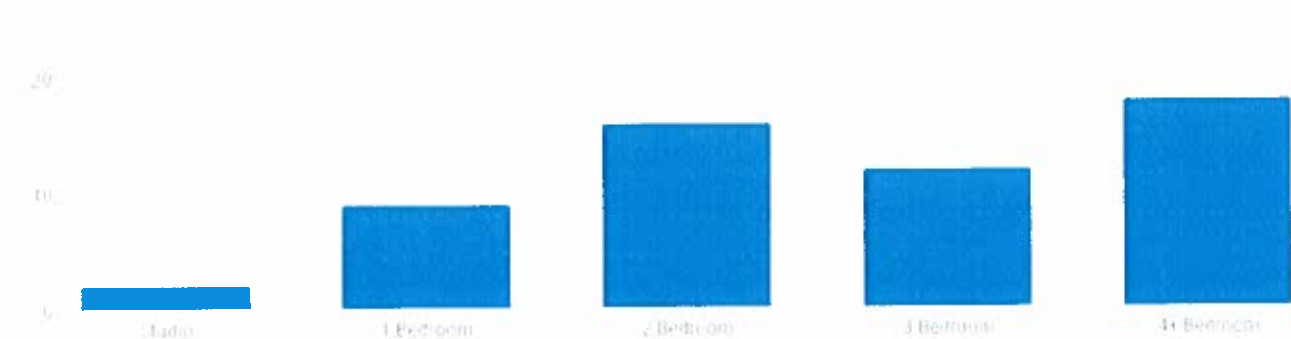
Airbnb Rental Activity



How many rooms rentals offer:

Most of the Kennebunkport Airbnbs are larger residences that are appropriate for family trips or for gatherings of people.

Listings by # of Bedrooms



<https://www.airdna.co/city/us/maine/kennebunkport>

Vacancy Data:

Overall Vacancy Rate:	48.17%
Vacant for Rent:	0.56%
Vacant Rented:	0.00%
Vacant for Sale:	1.29%
Vacant Sold:	0.00%
Vacant Vacation:	43.41%
Vacant Other:	2.92%

<http://www.bestplaces.net/housing/city/maine/kennebunkport>

What are other municipalities doing?

- Portland:
 - “The new rules will cap short-term rentals in non-owner-occupied homes, excluding the islands, to 300 units. And no individual, regardless of the ownership structure, will be able to register more than five short-term rentals in buildings in which they hold a financial interest. They will prohibit short-term rentals in single-family homes, including condominiums, that are not the primary residence of the owners. And no more than two people will be allowed to stay in each bedroom and only two people could use other areas, such as a living room, to sleep.” <http://www.pressherald.com/2017/03/27/portland-enacts-rules-for-short-term-rentals/>
 - Short Term Rental Definition:
 - “Short Term Rental is the letting of a rental unit, in whole or in part, for less than thirty (30) days.”
<http://www.portlandmaine.gov/DocumentCenter/Home/View/1070>
- Rockland:
 - “The new ordinance, effective May 11, will require homeowners who live on-site and want to rent a room or half of a duplex on a short-term basis from one night up to one month to get an annual permit from the city code office. Homeowners who want to offer a short-term rental of an entire house, and who do not live on-site, will need to go to the planning board for a one-time review before a permit is issued. To offer a vacation rental, owners (or property managers) must live in Rockland, Thomaston, Owls Head, Rockport, Warren, Camden, Hope, Cushing or St. George. Owners must show proof of valid liability insurance.”

<https://freepressonline.com/Content/Features/Features/Article/Rockland-Passes-Short-Term-Rental-Ordinance-Just-as-On-line-Rental-Sites-Start-to-Implode/52/78/44873>

- Short Term Rental Definition:
 - “Short-Term Rental” (“STR”) means the use of all or part of a legally-existing dwelling unit for rental to a person or persons unrelated to the owner or occupant of the unit, for consideration, for periods of less than one month, as follows: (a) Short-Term Rental – 1 (“STR-1”) means either: (i) an owner-occupied single-family structure in which not more than one bedroom is rented or offered for rent to one person or one family for periods of less than one month, or (ii) a dwelling unit in a two-family structure in which one unit is occupied by the owner of the entire structure that is rented or offered for rent by one person or one family for periods of less than one month. (b) Short-Term Rental – 2 (“STR-2”) means either: (i) a single-family structure that is not occupied by its owner that is rented or offered for rent to one person or one family for periods of less than one month, or (ii) one dwelling unit in a non-owner occupied two-family structure rented or offered for rent to one person or one family for periods of less than one month. (c) Short-Term Rental – 3 (“STR-3”) means one dwelling unit in a multi-family or mixed-use structure that is rented or offered for rent to one person or one family for periods of less than one month.” http://www.ci.rockland.me.us/vertical/sites/%7BDE9EDD66-EFF4-4A6B-8A58-AA91254C1584%7D/uploads/OA_41_STR_01-11-16_Version.pdf
- Cape Elizabeth:
 - “The ordinance will require property owners to get permits for rentals of less than 30 days. Additional provisions apply for properties of less than 30,000 square feet... A “three strikes” provision allows the town to revoke a permit for a year when a property has three substantiated complaints during a three-year period... Permit applicants must show that they have evacuation plans, off-street parking and adequate sanitary waste disposal... On lots of 30,000 square feet or less where the owner is not living on the property or on a neighboring one, there can be no more than two people per bedroom and no more than eight total renters.”

<http://www.pressherald.com/2012/11/15/cape-passes-short-term-rental-rules-2012-11-15/>

- Short Term Rental Definition:
 - “The use of a dwelling offered for rent for transient occupancy by tenants for a tenancy of less than 30 days, excluding motels, hotels, and bed and breakfasts.”
- Cape Elizabeth did a review of their ordinance in 2014 by issuing a community-wide survey; the results of the survey can be found here:
https://www.capeelizabeth.com/council_packets/2014/09-08-2014/Short%20Term%20Rentals%20Status%20Report%20September%208%202014.docx
- Bar Harbor:
 - “Bar Harbor, one of the Maine’s best-known destinations, passed regulations on short-term rentals more than a decade ago and updated the rules in 2010. The town requires units rented out for fewer than 30 days to be registered with the town and inspected by the fire department.”
<http://www.pressherald.com/2016/08/08/maine-towns-pressured-to-rein-in-short-term-rentals-of-homes-as-popularity-grows/>
 - Vacation Rental Definition:
 - “The use of a dwelling unit for rent to a family for a period of less than 30 days and a minimum of five days. Time-share property, as most recently defined in 33 M.R.S.A § 591, is also included in this definition.”
<http://www.ecode360.com/8377155>



Agenda Item Divider



19

Portland council takes stand against oil, gas drilling off coast

www.pressherald.com/2018/02/05/portland-opposes-oil-gas-drilling-off-coast-of-maine/

By Randy Billings

February 6, 2018

The Portland City Council unanimously adopted a resolution Monday opposing oil and gas drilling off the coast of Maine.

The action came in response to an executive order signed in January by President Trump that would begin opening up U.S. coastal waters to oil and gas exploration. The executive order was opposed by many coastal states. Maine's congressional delegation has voiced its opposition to the drilling plan.

The resolution, which will be sent to the federal agencies receiving public input on the plan, seeks to exempt Portland's offshore area from the 2019-2024 Outer Continental Shelf Draft Proposed Oil and Gas Leasing Program.

The resolution states that the onshore infrastructure associated with drilling – refineries and pipelines – could "harm the character of Portland's coastline and could exacerbate wetlands loss and storm surges and sea level rise." It also says that such activities would place "coastal communities at economical and ecological risk from oil spills and pollution."

The resolution also describes how seismic air-guns used in the exploration process can disrupt and displace sea creatures and mammals that rely on sound to find food, migrate and mate. Blasts from such guns can also disrupt squid, lobster and scallops, the resolution states, noting a potential 70 percent reduction in commercial fishing catches.

More than 140 towns along the Atlantic coast have passed resolutions against the drilling proposal, according to the resolution.

Randy Billings can be contacted at 791-6346 or at:

[\[email protected\]](#)

Twitter: [randybillings](#)

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[Send questions/comments to the editors.](#)



Resolve 7-17/18
Passage: 9-0 on 2/5/2018

Effective 2/15/2018

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

KIMBERLY COOK (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**RESOLUTION OPPOSING OIL AND GAS OFFSHORE DRILLING
OFF THE COAST OF MAINE**

WHEREAS, the 2017-2022 Outer Continental Shelf Oil and Gas Leasing Program excluded the Atlantic coast of the United States to protect the coastline from the danger of oil spills; and

WHEREAS, that protection remains vital to ensure the environmental and economic health of coastal communities; and

WHEREAS, by Presidential Executive Order 1395, The President of the United States directed the Secretary of the Interior to consider revising the schedule of proposed oil and gas lease sales in the 2017-2022 Outer Continental Shelf Oil and Gas Leasing Program; and

WHEREAS, in response, the Draft Proposed Program issued by the Secretary of the Interior for the 2019-2022 Outer Continental Shelf Oil and Gas Leasing Program makes more than 98 percent of the Outer Continental Shelf of the United States available for oil and gas drilling, including the North Atlantic area off the coast of Maine for leasing in 2021 and 2023; and

WHEREAS, offshore drilling may require significant onshore infrastructure, such as pipelines or refineries, which would harm the character of Portland's coastline and could exacerbate wetlands loss and storm surges and sea level rise; and

WHEREAS, offshore oil and gas drilling and exploration places coastal communities at economic and ecological risk from oil spills and the pollution brought by routine drilling operations and onshore industrialization; and

WHEREAS, opening the Atlantic Ocean to offshore oil and gas drilling and exploration, includes the use of seismic airguns, which fire intense blasts of compressed air that rank just behind military explosives as the loudest source of noise in the ocean, every 10-12 seconds, 24 hours a day, for months on end, and could injure the ocean life including whales that have been inhabiting the offshore waters of Maine for millennia; and,

WHEREAS, seismic airgun blasting to explore for oil and gas deposits has been proven to disrupt and displace sea creatures and mammals that rely on sound to find food, migrate, and mate, and can impair the health of many fish and shellfish species, including those of commercial importance like squid, lobster, and scallops; and

WHEREAS, seismic noise testing has been shown to reduce commercial fish catches by up to 70 percent; and

WHEREAS, the City Council of Portland, Maine, is committed to sustaining and improving its natural environment, to protecting its beautiful coastline from pollution and working to ameliorate climate change by promoting energy efficiency; and

WHEREAS, Portland residents and tourists alike visit the waterfront and the Casco Bay islands to see the clean, blue water of Casco Bay and take ferries, schooners, and other water craft to enjoy the beauty of the coastal waters; and

WHEREAS, Portland's commercial fishery is of crucial importance to its vitality and economy and;

WHEREAS, more than one hundred and forty local Atlantic coast town and city governments have passed resolutions opposing offshore drilling, to protect their coastlines, their fisheries, and their tourism and recreational economies,

WHEREAS, on January 8, 2018, the Bureau of Ocean Energy Management began accepting comments on this Draft Proposed Program;

NOW, THEREFORE, BE IT RESOLVED, that the Portland City Council and Mayor oppose any plan or legislation that would open the coast of Maine to offshore drilling for gas and oil; and

BE IT FURTHER RESOLVED, that the Portland City Council and Mayor request that the offshore areas of the City of Portland, Maine be excluded from the 2019-2024 Outer Continental Shelf Draft Proposed Oil and Gas Leasing Program; and

BE IT FURTHER RESOLVED, that this resolution be sent to Donald Trump, President of the United States, to the Department of the Interior Secretary Ryan Zinke, to the National Oil and Gas Leasing Program Development and Coordination Branch Chief Kelly Hammerele, to the President of the United States Senate, to the Speaker of the United States House of Representatives, to each Member of the Maine Congressional Delegation, to the Attorney General of Maine, the local United States Attorney's Office, and the Governor of Maine.