1. Board Of Selectmen's Meeting Materials

Documents:

2019-04-22 BOS AGENDA.PDF
2019-04-22 BOS PACKET.PDF
BOARD OF SELECTMEN’S
MEETING AGENDA
6:15 / 6:45 / 7:00 PM   MONDAY, APRIL 22, 2019
YORK PUBLIC LIBRARY

6:15 PM: Executive Session - Title 1 MRSA § 405.6.C (Real Estate)

6:45 PM: Committee Interviews

Call to Order

Pledge of Allegiance

A. Consent Agenda
   1. April 8, 2019 Meeting Minutes
   2. Business License Renewals
   3. Reoccurring Special Event Applications

B. Minutes

C. Chairman’s Report

D. Manager’s Report

E. Awards
   1. Wellness Grant – Amber Harrison

F. Reports
   1. Treasurer’s Report – Larry Graves
   2. Cliff Walk Repairs – Robin Kerr and Ryan Coite
   3. Rt. 1/Short Sands Road Intersection Update – Dean Lessard
   4. Ad Hoc Solar Project – Gerry Runte

G. Citizens’ Forum – The Citizens’ Forum is open to any member of the audience for comments on any Town matter. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager’s Office.
H. **Public Hearings**
   1. New Business License: James H. Williams DBA: Brixham Grange Hall Café (Food Service); located at 435 Cider Hill Road

I. **Endorsements**
   1. New Business License: James H. Williams DBA: Brixham Grange Hall Café (Food Service); located at 435 Cider Hill Road

J. **Old Business**
   1. Discussion & Possible Action: York River Docks/Capacity Study RFP
   2. Discussion: Sewer Expansion Goal Re-write
   3. Discussion & Possible Action: Appointment of Kathleen Kluger as a Regular Member of Planning Board

K. **New Business**
   1. Discussion & Possible Action: Annual Board Member/Volunteer Function
   2. Discussion & Possible Action: Sustainability Fund – Policies & Procedures
   3. Discussion & Possible Action: Process to Appointment to York Water District Board of Trustees
   4. Discussion & Possible Action: Parking Lease Agreement with York’s Wild Kingdom
   5. Discussion & Possible Action: Senior Citizens Advisory Board Appointments
   6. Discussion & Possible Action: Special Event Applications

L. **Future Agendas**

M. **Other Business**

N. **Citizens’ Forum**

**Adjourn**
BOARD OF SELECTMEN’S
MEETING AGENDA
6:15 / 6:45 / 7:00 PM  MONDAY, APRIL 22, 2019
YORK PUBLIC LIBRARY

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   5. Discussion & Possible Action: Senior Citizens Advisory Board Appointments
   6. Discussion & Possible Action: Special Event Applications

L. **Future Agendas**

M. **Other Business**

N. **Citizens' Forum**

**Adjourn**
For the purpose of convenience and for expediting meetings, matter of business that are repetitive or routine nature (i.e. Business License Applications, Pole Permits, Special Event Permits, Off-site Business Directional Signs, etc.) are included in the Board of Selectmen's Consent Agenda, and all such matters of business contained in the Consent Agenda are voted on collectively.

A particular matter of business may be singled out from the Consent Agenda for debate or for a separate vote upon the request of any of the Selectmen. In the case of a separate vote, the excluded matter of business is severed from the Consent Agenda and only the remaining matters of business contained in the Consent Agenda are voted on collectively.

**Agenda Items:**
1. April 8, 2019 Meeting Minutes
2. Business License Renewals
3. Reoccurring Special Event Applications
   (*Reoccurring Special Event Applications available by request to save paper*)

**Example Motion to Accept all Items:** I move to accept the Consent Agenda.

**Example Motion when an Item is being pulled out of the Item List:** I move to accept the Consent Agenda, minus item ____ (i.e. “2 - York Restaurant Business License”).
BOARD OF SELECTMEN’S
MEETING MINUTES
6:00 / 7:00 PM  MONDAY, APRIL 8, 2019
YORK PUBLIC LIBRARY

6:00 PM – Executive Session – Title 1 MRSA § 405.6.E (Legal)

Present: Chairman Todd A. Frederick, Vice-Chair Dawn Sevigny-Watson, Michael L. Estes, Robert E. Palmer, Jr., Elizabeth D. Blanchard, Town Manager Stephen H. Burns, Town Attorney Mary Costigan via phone, and Assistant Tax Assessor Julie Ethridge.

Moved by Ms. Sevigny-Watson, seconded by Mr. Estes to enter into executive session. Without objection, so ordered.

Moved by Ms. Sevigny-Watson, seconded by Mr. Estes to exit out of executive session. Without objection, so ordered.

6:45 PM – Board and Committee Interviews

7:00 PM – Regular Meeting

Present: Chairman Todd A. Frederick, Vice-Chair Dawn Sevigny-Watson, Michael L. Estes, Robert E. Palmer, Jr., Elizabeth D. Blanchard, Town Manager Stephen H. Burns and members of the public.

Call to Order

Chairman Todd A. Frederick called the meeting to order at 7:05 PM.

Pledge of Allegiance

A. Consent Agenda

1. March 25, 2019 Meeting Minutes
2. Business License Renewals
3. Property Redemption – 5 Claude McIntire Road
4. Pole Location Permit – Clyde Street

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to accept the Consent Agenda which includes: March 25, 2019 Meeting Minutes, Business License...
B. Minutes
   *Listed in Consent Agenda*

C. Chairman’s Report

D. Manager’s Report

E. Awards

1. Board of Appeals Recognition – John Kraus

2. Mount Agamenticus Tower Removal – Robin Cogger

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard that the Board of
Selectmen approve the expenditure of $5,860.00 for the removal of the cab and top
ten feet of the tower structure at Mt. Agamenticus; $2,930.00 to come from the
Selectmen’s Contingency Fund and the balance of $2,930.00 to come from the
Public Buildings, Grounds and Beaches and Mt. Agamenticus Enterprise Funds.
Vote 5-0, motion passes.

F. Reports


G. Citizens’ Forum – The Citizens’ Forum is open to any member of the
   audience for comments on any Town matter. All comments should be
   respectful in tone and should be directed to the Chair. Comments should
   be brief and to the point. Questions that require extended answers or that
cannot be readily answered will be referred to the Town Manager for
follow-up. Anyone who wishes to submit a written request for future
agenda items can do so on the form available at this meeting or may obtain
the form through the Town Manager’s Office.

   Public Comment:   Gail Gilchrest
                      Janet Drew

H. Public Hearings

1. Traffic Safety Ordinance

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to open the public
hearing. Without objection, so ordered.

   Public Comment:   None
Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to close the public hearing. Without objection, so ordered.

I. **Endorsements**

J. **Old Business**

1. Discussion & Possible Action: Traffic Safety Ordinance (parking)

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to adopt the proposed changes to the Traffic Safety Ordinance. Vote 5-0, motion passes.

2. Discussion & Possible Action: Harbor Study RFQ

The Board asked for some revisions and clarification on the RFP and for it to come back to the Board at a future meeting.

3. Discussion: Inventory Reports

K. **New Business**

1. Discussion & Possible Action: Sewer Extension – Juniper Park Road

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to grant the Town’s written assurances to the York Sewer District for the proposed Juniper Park Road Sewer Extension. Vote 5-0, motion passes.

2. Discussion & Possible Action: Board/Committee Appointments

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to appoint Cameron Frecker as an Alternate Member of the Conservation Commission, with the term expiring June 30, 2022. Vote 5-0, motion passes.

Moved by Ms. Sevigny-Watson, seconded by Mr. Palmer to expand the Committee for Veterans’ Affairs to six regular members. Vote 5-0, motion passes.

Moved by Ms. Sevigny-Watson, seconded by Mr. Estes to appoint Barry Waddell to the Committee for Veterans’ Affairs, with the term expiring June 30, 2022. Vote 5-0, motion passes

Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to appoint James Carabello to the Committee for Veterans’ Affairs, with the term expiring June 30, 2022. Vote 5-0, motion passes

3. Discussion & Possible Action: York’s Wild Kingdom Parking Agreement
Moved by Ms. Sevigny-Watson, seconded by Ms. Blanchard to direct the Town Manager to sign the parking agreement with York’s Wild Kingdom for the parking lot located on Town property at 1045 US Route One. Vote 5-0, motion passes.

4. Open Workshop Discussion

L. Future Agendas
   On the Radar

M. Other Business

N. Citizens’ Forum
   Public Comment: None

Adjourn

Moved by Ms. Sevigny-Watson, seconded by Mr. Palmer to adjourn the meeting at 9:30 PM. Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery
Assistant to the Town Manager
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019  ☑  ACTION
DATE ACTION REQUESTED: April 22, 2019  □  DISCUSSION ONLY

SUBJECT: Business License Renewals

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: All approvals are contingent on taxes being current and all appropriate departments (inspections) giving approval; See “Department Approvals” on page two of each application. Signed business license applications and certificates will not be released to the applicant until all necessary department approvals have been received.

RECOMMENDATION: Approve the Business License(s) attached.

PROPOSED MOTION: I move to approve the following licenses:

- Garry Dominguez DBA: 1730 Harbor Crest Inn (Bed and Breakfast); located at 378 York Street
- American Legion Post 56 (Food Service, Liquor, Special Amusement, Coin-Operated Amusement); located at 647 US Route One
- Ray Ramsey DBA: Anchorage Inn (Food Service, Liquor, Innkeeper, Special Amusement); located at 265 Long Beach Avenue
- Hong Ji, Inc. DBA: Bamboo Garden (Food Service, Liquor, Special Amusement); located at 8 Market Place Drive
- Chapman Family Realty DBA: Chapman Cottage (Bed and Breakfast, Food Service, Liquor, Special Amusement); located at 370 York Street
- Inn on the Blues, LLC DBA: Guac n Roll (Food Service, Liquor); located at 9 Ocean Avenue
- Garry Dominguez DBA: Harbor Cliffs (Bed and Breakfast); located at 484 York Street
- Garry Dominguez DBA: Harbor Hill (Bed and Breakfast); located at 472 York Street
- Inn on the Blues, LLC DBA: Inn on the Blues (Food Service, Liquor, Innkeeper, Special Amusement); located at 7 Ocean Avenue
- Donald Seydler DBA: Long Sands General Store (Food Service); located at 121 Long Beach Avenue
- Michael Fennelly DBA: Wabi Café (Food Service, Liquor); located at 26 York Street
- Garry Dominguez DBA: York Harbor Inn (Food Service, Liquor, Innkeeper, Special Amusement); located at 480 York Street
- Sandra Wilson DBA: York Restaurant (Food Service); located at 1 Railroad Avenue

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

PREPARED BY: [Signature] REVIEWED BY: [Signature]
THE TOWN OF
YORK, MAINE
186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: 1730 Harbor Crest Inn
Street Address: 378 York St York Harbor ME 03911
Business Owner: Garry Rodriguez
Mailing Address: PO Box 573 York Harbor ME 03911
Phone Number: 207-363-5199
E-mail Address: garry@yorkharborinn.com

Please indicate who is to be the Primary Contact with the Town: ☑ OWNER  □ MANAGER

Is the Business Owner same as the prior year? ☑ YES  □ NO  □ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
☑ Bed and Breakfast License (C/F)
___ Innkeeper License (C/F)
Number of Rooms: 7

Food and Beverage:
___ Food Service License (C/F)
Number of Seats: ___ / ___ (Existing / Proposed)
___ Liquor License (F/P)
___ Bottle Club License (F/P)

Entertainment:
___ Special Amusement License (F/P)
___ Dance Hall License (F/P)
___ Bowling Alley License (F)
___ Coin-Operated Amusement License (P)
___ Bingo, Beano and Games of Chance

Miscellaneous:
___ Transient Seller’s License
___ Flea Market License
___ Junkyard, Auto Graveyard/Recycling License
___ Other: _______________________

C – Code Enforcement Inspection Required  F – Fire Department Inspection Required  P – Police Department Inspection Required
S – Sewer District Inspection Required  W – Water District Inspection Required

Code Enforcement: (207) 363-1002  Police Department: (207) 363-1031
Village Fire Department: (207) 363-1015  Beach Fire Department: (207) 363-1014
York Sewer District: (207) 363-4232  York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: American Legion Post 56

Street Address: 1647 Rte. 1 #6 York, ME 03909

Business Owner: American Legion  Business Manager: Kandace Miniberg

Mailing Address: 1647 Rte. 1 #6 York, ME 03909  Mailing Address: Same

Phone Number: 207-363-0376  Phone Number: 207-333-7131

E-mail Address: Legion.56@aol.com  E-mail Address: km454@aol.com

Please indicate who is to be the Primary Contact with the Town: □ OWNER  or  □ MANAGER

Is the Business Owner same as the prior year?  □ YES  □ NO  □ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:

□ Bed and Breakfast License (C/F)
□ Innkeeper License (C/F)
Number of Rooms: ___

Food and Beverage:

□ Food Service License (C/F)
□ Liquor License (F/P)
□ Bottle Club License (F/P)
Number of Seats: ___ / ___ (Existing / Proposed)

Entertainment:

☑ Special Amusement License (F/P)
□ Dance Hall License (F/P)
□ Bowling Alley License (F)
☑ Coin-Operated Amusement License (P)
☑ Bingo, Beano and Games of Chance

Miscellaneous:

□ Transient Seller’s License
□ Flea Market License
□ Junkyard, Auto Graveyard/Recycling License
□ Other: __________________________

C – Code Enforcement Inspection Required  F – Fire Department Inspection Required  P – Police Department Inspection Required
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- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Anchorage Inn
Street Address: 265 Long Beach Ave
Business Owner: Ray Ramsey
Business Manager: Same
Mailing Address: P.O. Box 1329
Phone Number: 207-363-3512
E-mail Address: Ray@anchorageinn.com

Please indicate who is to be the Primary Contact with the Town: □ OWNER or □ MANAGER
Is the Business Owner same as the prior year? □ YES □ NO □ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
□ Bed and Breakfast License (C/F)
□ Innkeeper License (C/F)
   Number of Rooms: 202

Food and Beverage:
□ Food Service License (C/F)
□ Liquor License (F/P)
   Number of Seats: 450 (Existing / Proposed)
   Bottle Club License (F/P)

Entertainment:
□ Special Amusement License (F/P)
□ Dance Hall License (F/P)
□ Bowling Alley License (F)
□ Coin-Operated Amusement License (P)
□ Bingo, Beano and Games of Chance

Miscellaneous:
□ Transient Seller’s License
□ Flea Market License
□ Junkyard, Auto Graveyard/Recycling License
□ Other:

C – Code Enforcement Inspection Required  F – Fire Department Inspection Required  P – Police Department Inspection Required
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Village Fire Department: (207) 363-1015
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Beach Fire Department: (207) 363-1014
York Water District: (207) 363-2265

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- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Bamboo Garden

Street Address: 8 Market Place Dr. York ME 03909

Business Owner: Hong Ji Inc
Business Manager: Yu Ping Chen

Mailing Address: 8 Market Place Dr #28
York ME 03909

Phone Number: 207-361-4388

E-mail Address: esalwu@gmail.com

Please indicate who is to be the Primary Contact with the Town: ☐ OWNER or ☑ MANAGER

Is the Business Owner same as the prior year? ☑ YES ☐ NO ☐ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
☐ Bed and Breakfast License (C/F)
☐ Innkeeper License (C/F)
Number of Rooms: 

Food and Beverage:
☐ Food Service License (C/F)
☐ Liquor License (F/P)
☐ Bottle Club License (F/P)
Number of Seats: 50 (Existing / Proposed)

Entertainment:
☐ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:
☐ Transient Seller’s License
☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other: 

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- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF
YORK, MAINE
186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Chapman Cottage
Street Address: 310 York St York Harbor ME 03911
Business Owner: Chapman Family Realty
Mailing Address: PO Box 573
York Harbor, ME 03911
Phone Number: 207-363-5119 x148
E-mail Address: gypsydynabarborinn.com

Please indicate who is to be the Primary Contact with the Town: □ OWNER or □ MANAGER

Is the Business Owner same as the prior year? □ YES □ NO □ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
☑ Bed and Breakfast License (C/F)
       Innkeeper License (C/F)
Number of Rooms: 7

Food and Beverage:
☑ Food Service License (C/F)
Number of Seats: 48 / (Existing / Proposed)
☑ Liquor License (F/P)
       Bottle Club License (F/P)

Entertainment:
☑ Special Amusement License (F/P)
       Dance Hall License (F/P)
       Bowling Alley License (F)
       Coin-Operated Amusement License (P)
       Bingo, Beano and Games of Chance

Miscellaneous:
       Transient Seller’s License
       Flea Market License
       Junkyard, Auto Graveyard/Recycling License
       Other: ___________________________________________________________________

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- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: [Handwritten]

Street Address: Ocean Ave York Beach ME 03909

Business Owner: Inn On The Blues

Mailing Address: PO. Box 207

Phone Number: 603-781-5411

E-mail Address: djmitrinsk@gmail.com

Please indicate who is to be the Primary Contact with the Town: [ ] OWNER or [ ] MANAGER

Is the Business Owner same as the prior year? [ ] YES [ ] NO [ ] NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:

[ ] Bed and Breakfast License (C/F)
[ ] Innkeeper License (C/F)

Number of Rooms: 

Food and Beverage:

[ ] Food Service License (C/F)
[ ] Liquor License (F/P)

Number of Seats: [ ] (Existing / Proposed)

[ ] Bottle Club License (F/P)

Entertainment:

[ ] Special Amusement License (F/P)
[ ] Dance Hall License (F/P)
[ ] Bowling Alley License (F)
[ ] Coin-Operated Amusement License (P)
[ ] Bingo, Beano and Games of Chance

Miscellaneous:

[ ] Transient Seller’s License
[ ] Flea Market License
[ ] Junkyard, Auto Graveyard/Recycling License
[ ] Other: 

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THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Harbor Cliffs

Street Address: 484 York St, York Harbor, ME 03911

Business Owner: Gary Domingue

Mailing Address: PO Box 573

Business Manager: 

Mailing Address: York Harbor, ME 03911

Phone Number: 207.363.5119

Phone Number: 

E-mail Address: gary@yorkharborinn.com

E-mail Address: 

Please indicate who is to be the Primary Contact with the Town: [ ] OWNER or [ ] MANAGER

Is the Business Owner same as the prior year? [ ] YES [ ] NO [ ] NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:

[ ] Bed and Breakfast License (C/F)
[ ] Innkeeper License (C/F)
Number of Rooms: 7

Food and Beverage:

[ ] Food Service License (C/F)
Number of Seats: ___ / ___ (Existing / Proposed)
[ ] Liquor License (F/P)
[ ] Bottle Club License (F/P)

Entertainment:

[ ] Special Amusement License (F/P)
[ ] Dance Hall License (F/P)
[ ] Bowling Alley License (F)
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[ ] Bingo, Bean and Games of Chance

Miscellaneous:

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York Sewer District: (207) 363-4232  York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location.

- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03911

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Harbor Hill
Street Address: 472 York St York Harbor ME 03911
Business Owner: Garry Dominguez
Mailing Address: PO Box 573 York Harbor ME 03911
Mailing Address:
Phone Number: 207.363.5119
E-mail Address: gary@yorkharbormnc.com

Please indicate who is to be the Primary Contact with the Town: ☐ Owner or ☐ Manager

Is the Business Owner same as the prior year? ☐ Yes ☐ No ☐ New Business

Please indicate which Licenses or Local Approvals you seek:

Lodging:
☑ Bed and Breakfast License (C/F)
☐ Innkeeper License (C/F)
Number of Rooms: 7

Food and Beverage:
☐ Food Service License (C/F)
Number of Seats: __/___ (Existing/Proposed)
☐ Liquor License (F/P)
☐ Bottle Club License (F/P)

Entertainment:
☐ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F/P)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:
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☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other:

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Other Municipal Water and Sewer Districts may apply depending on your business location

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YORK, MAINE
186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Inn On The Blues

Street Address: 7 Ocean Ave York Beach ME 03909

Business Owner: Inn On The Blues LLC

Mailing Address: PO Box 207

Phone Number: 603 781 3411

E-mail Address: dimitriosprevanis@gmail.com

Please indicate who is to be the Primary Contact with the Town: ☐ OWNER or ☐ MANAGER

Is the Business Owner same as the prior year? ☐ YES ☐ NO ☐ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:

☐ Bed and Breakfast License (C/F)
☑ Innkeeper License (C/F)

Number of Rooms: 5

Food and Beverage:

☐ Food Service License (C/F)

Number of Seats: 216 / (Existing / Proposed)

☐ Liquor License (F/P)

☐ Bottle Club License (F/P)

Entertainment:

☑ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:

☐ Transient Seller’s License
☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other: _______________________

C – Code Enforcement Inspection Required    F – Fire Department Inspection Required    P – Police Department Inspection Required
S – Sewer District Inspection Required     W – Water District Inspection Required

Code Enforcement: (207) 363-1002
Village Fire Department: (207) 363-1015
York Sewer District: (207) 363-4232

Police Department: (207) 363-1031
Beach Fire Department: (207) 363-1014
York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Long Sands General Store

Street Address: 21 Long Beach Ave York, ME 03909

Business Owner: Donald Seyerler

Business Manager: Erika Seyerler

Mailing Address: 21 Long Beach Ave York, ME 03909

Phone Number: 207-363-6383

E-mail Address: dseyler@长sandsgeneralstore.com

Please indicate who is to be the Primary Contact with the Town: ☑ Owner or ☐ Manager

Is the Business Owner same as the prior year? ☑ Yes ☐ No ☐ New Business

Please indicate which Licenses or Local Approvals you seek:

Lodging:

☐ Bed and Breakfast License (C/F)
☐ Innkeeper License (C/F)

Number of Rooms: ______

Food and Beverage:

☐ Food Service License (C/F)
☐ Liquor License (F/P)
☐ Bottle Club License (F/P)

Number of Seats: ______ (Existing / Proposed)

Entertainment:

☐ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F/P)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:

☐ Transient Seller’s License
☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other: ______________________

C – Code Enforcement Inspection Required   F – Fire Department Inspection Required   P – Police Department Inspection Required
S – Sewer District Inspection Required   W – Water District Inspection Required

Code Enforcement: (207) 363-1002  Police Department: (207) 363-1031
Village Fire Department: (207) 363-1015  Beach Fire Department: (207) 363-1014
York Sewer District: (207) 363-4232  York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: Wabi Cafe

Street Address: 26 York St

Business Owner: Michael Feeney

Mailing Address: 34 York St

Business Manager: Steven Couch

Mailing Address: 34 York St

Phone Number: 207-606-0467

E-mail Address: couch.steven.van@gmail.com

Phone Number: 207-606-0467

E-mail Address: mike@wabiFoods.com

Please indicate who is to be the Primary Contact with the Town: ☐ OWNER or ☐ MANAGER

Is the Business Owner same as the prior year? ☑ YES ☐ NO ☐ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
☐ Bed and Breakfast License (C/F)
☐ Innkeeper License (C/F)

Number of Rooms: _____

Food and Beverage:
☐ Food Service License (C/F)
☐ Existing / Proposed

Number of Seats: 50

Liquor License (F/P)
☐ Bottle Club License (F/P)

Entertainment:
☐ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F/P)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:
☐ Transient Seller’s License
☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other:

C – Code Enforcement Inspection Required
F – Fire Department Inspection Required
P – Police Department Inspection Required
S – Sewer District Inspection Required
W – Water District Inspection Required

Code Enforcement: (207) 363-1002
Village Fire Department: (207) 363-1015
York Sewer District: (207) 363-4232

Police Department: (207) 363-1031
Beach Fire Department: (207) 363-1014
York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: York Harbor Inn, Inc.
Street Address: 480 York St York Harbor, ME 03911
Business Owner: Manny Dominguez
Mailing Address: PO Box 5113
                      YORK ME 03911
Phone Number: 207-343-5119
E-mail Address: gandi@yorkharborinn.com

Please indicate who is to be the Primary Contact with the Town: ☐ OWNER  or  ☐ MANAGER

Is the Business Owner same as the prior year? ☐ YES  ☐ NO  ☐ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
☐ Bed and Breakfast License (C/F)
☑ Innkeeper License (C/F)
Number of Rooms: 33

Food and Beverage:
☑ Food Service License (C/F)
Number of Seats: 175 / ___ (Existing / Proposed)
☑ Liquor License (F/P)
☐ Bottle Club License (F/P)

Entertainment:
☑ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:
☐ Transient Seller’s License
☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other:

C – Code Enforcement Inspection Required  F – Fire Department Inspection Required  P – Police Department Inspection Required
S – Sewer District Inspection Required  W – Water District Inspection Required

Code Enforcement: (207) 363-1002
Village Fire Department: (207) 363-1015
York Sewer District: (207) 363-4232
Police Department: (207) 363-1031
Beach Fire Department: (207) 363-1014
York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: York Restaurant

Street Address: Railroad Avenue

Business Owner: Sandra Wilson

Mailing Address: PO Box 297

Phone Number: 361-7595

E-mail Address: 

Business Manager: 

Mailing Address: York Beach, ME

Phone Number: 363 3560

E-mail Address: 

Please indicate who is to be the Primary Contact with the Town: ☐ OWNER or ☐ MANAGER

Is the Business Owner same as the prior year? ☐ YES ☐ NO ☐ NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:

☐ Bed and Breakfast License (C/F)
☐ Innkeeper License (C/F)
Number of Rooms: 

Food and Beverage:

☐ Food Service License (C/F)
Number of Seats: 20 / ___ (Existing / Proposed)
☐ Liquor License (F/P)
☐ Bottle Club License (F/P)

Entertainment:

☐ Special Amusement License (F/P)
☐ Dance Hall License (F/P)
☐ Bowling Alley License (F)
☐ Coin-Operated Amusement License (P)
☐ Bingo, Beano and Games of Chance

Miscellaneous:

☐ Transient Seller’s License
☐ Flea Market License
☐ Junkyard, Auto Graveyard/Recycling License
☐ Other: 

C – Code Enforcement Inspection Required  F – Fire Department Inspection Required  P – Police Department Inspection Required
S – Sewer District Inspection Required  W – Water District Inspection Required

Code Enforcement: (207) 363-1002  Police Department: (207) 363-1031
Village Fire Department: (207) 363-1015  Beach Fire Department: (207) 363-1014
York Sewer District: (207) 363-4232  York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019

☐ ACTION
☐ DISCUSSION ONLY

DATE ACTION REQUESTED: April 22, 2019

SUBJECT: Reoccurring Special Event Permit Applications

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: This year, in order to mainstream the Special Event Permit Application process, we decided to have an annual meeting of all Department Heads to discuss all of the Reoccurring Special Event Permit Applications that we will have for 2019. We found this new process to be very helpful as far as communication regarding safety at these events, as well as saving Town Staff hours of time. If giving Board of Selectmen approval, the Special Event Applicants will be mailed a letter confirming their approval and stating any conditions given by Department Heads. All appropriate Departments have given approvals (some with conditions) for all of the Applications in the motion below.

Options available to the Board: 1) Approve the Special Event Permit Application listed below. 2) Deny the Special Event Permit Application listed below.

RECOMMENDATION: Approve the Reoccurring Special Event Permit Applications for 2019.

PROPOSED MOTION: I move to approve the following Reoccurring Special Event Permit Applications for 2019 subject to all, if any, conditions given by Department Heads:

- York Little League – York Little League Opening Day Parade; April 27, 2019
- Patriot Riders of America – Spring Ride for the Troops; April 28, 2019
- Mount Agamenticus Conservation Program – Big A 50K; May 4, 2019
- Old York Garden Club – Old York Garden Club Plant Sale; May 18, 2019
- Cystic Fibrosis Foundation – Great Strides; May 19, 2019
- York Hospital – York Hospital 5K Road Road; June 1, 2019
- AmpSurf New England – AmpSurf Adaptive Learn to Surf Clinic; June 22, 2019
- York Athletic Boosters – York Auto Show; June 23, 2019
- York Beach Fire Department – York Beach Fire Department Annual Parade and Muster; June 30, 2019
- York Parks and Recreation – Four on the Fourth Road Race; July 4, 2019
- Ellis Short Sands Park Trust – Ellis Short Sands Park Fourth of July Fireworks; July 4, 2019
• York Parks and Recreation – Long Sands Family Movie Nights; July 5, July 26, August 23,
• The Chris Connors Fund – Kids Boating and Water Safety Day; July 13, 2019
• Cystic Fibrosis Foundation – CF Cycle for Life; July 13, 2019
• Coast to Summit Adventure – Coast to Summit Adventure; July 13, 2019
• York Parks and Recreation – Christmas in July, York Days Nubble Lighting; July 28, 2019
• York Parks and Recreation – York Days 5K Road Race; July 28, 2019
• York Parks and Recreation – York Days Craft Fair; August 3 and 4, 2019
• AmpSurf New England – AmpSurf Adaptive Learn to Surf Clinic; August 3, 2019
• York Beach Fire Department – York Days Fireworks; August 4, 2019
• Nubble Light Challenge – Nubble Light Challenge; August 10, 2019
• National MS Society – Bike MS: Great Maine Getaway; August 10, 2019
• York Village Fire Department – York Village Fire Department’s Firemen’s Field Day; August 17, 2019
• The Big Andrew Foundation – The Big Andrew Car Classic; August 31, 2019
• Graystone Builders, Inc. – Graystone Builders Bonfire Benefit; August 31, 2019
• The Big Andrew Foundation – The Big Andrew Surf Contest; September 1, 2019
• York Art Association – Art in the Park; September 14, 2019
• York Parks and Recreation – Mt. A Trail Challenge 5K and 1 Mile; September 21, 2019
• York Region Chamber of Commerce – 35th Annual Harvestfest and Kidsfest; October 19, 2019
• Daisy Trading Company – Daisy Trading Company Tent Sale; October 25 – 27, 2019
• York Parks and Recreation – Costume Party and Halloween Hop; October 29, 2019
• York Parks and Recreation – Turkey Trot 5K; November 30, 2019
• York Parks and Recreation – November Holiday Nubble Lighting; November 30, 2019
• York Parks and Recreation – Festival of Lights Parade; December 7, 2019
• York Community Service Association – Out in the Cold; December 7, 2019
• Josias River Farms Weddings; June 29, August 10, September 14 and 21

PREPARED BY: [Signature]
Melissa M. Avery, Assistant to the Town Manager

REVIEWED BY: [Signature]
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 16, 2019

DATE ACTION REQUESTED: April 22, 2019

SUBJECT: Wellness Incentive Program Grant Approval

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Approve or deny Wellness Incentive Program Grant Funding of $3160.00 for calendar year 2019. Maine Municipal Employees Health Trust groups provide ongoing Wellness education to employees and are eligible to receive grant money to help fund Wellness Programs. Wellness Works staff collaborate with employer-sponsored wellness committees to design a series of programs to encourage employees to take a more active role in their personal health. The Health Trust is dedicated to making our municipality a healthier place to live and work. The impact of healthy lifestyle changes can result in improved employee morale and quality of life, and reduced absenteeism in the workplace.

RECOMMENDATION: Approve Wellness Incentive Program Grant Funding in the amount of $3160.00.

PROPOSED MOTION: Approve Wellness Incentive Program Grant Funding in the amount of $3160.00.

FISCAL IMPACT: $3160.00

DEPARTMENT LINE ITEM ACCOUNT: 550.00

BALANCE IN LINE ITEM IF APPROVED: 3710.00

PREPARED BY: ___Amber Harrison___ REVIEWED BY: ___Signature___
TOWN OF YORK

Application to request the Board of Selectmen
to accept a conditional donation or give approval to apply for a grant

1. Department Head responsible for administering funds:
   Amber Harrison and Katherine Lagasse

2. Date of request: 4/16/19

3. Amount of donation or grant: $3160.00

4. What type of funds are you requesting (check one)
   Grant: X If a grant what are the anticipated start & completion dates: 1/1/19-12/31/19
   Donation______ If a donation attach application from donor.

5. What will the funds be used for?
   Wellness Incentive Program Grant funds provide ongoing Wellness education to employees through the “Wellness Works” programs (see attached 2019 booklet). The Wellness Works Department at Maine Municipal Employees Health Trust conducts worksite education classes on a variety of topics, from general wellness issues, to fitness and nutrition. Classes are generally held during lunch breaks or after work hours.

6. What is the benefit to the Town if the request is accepted? What are the consequences if rejected?
   The Health Trust is dedicated to making our municipality a healthier place to live and work. The impact of healthy lifestyle changes can result in improved employee morale and quality of life, and reduced absenteeism in the workplace. If rejected, we can apply again next year.

7. Are there any additional insurance needs over and above the coverage currently held by the Town? None

8. What does the acceptance obligate the Town to?
   (Include costs current & future, and summarize any other ongoing obligations to the Town)
   No requirement to spend the grant monies.
9. Will the grant require any equipment needs, such as a computer and printer? Desk/Chair? Workspace? Has Human Resources been contacted?

No equipment needed. HR is on the Wellness Committee.

10. If staffing/workspace is needed - What recommendations has HR made to facilitate?

No staffing/workspace needed. Classes are held in the Conference Room at Town Hall or the Library depending upon scheduling priorities.

11. Will any portion of this grant/donation be passed through to another entity? If yes, explain how much and why.

No.

12. Does this grant/donation involve the receipt of federal money? (Federal grants will become part of the Town's Single Audit at fiscal yearend)

Not a Federal grant.

13. Receipt of federal funds requires the requester to be to be familiar with and follow Uniform Guidance and Regulations as set forth by IRS. Failure to adhere to uniform guidance can result in significant consequences to the Town. These regulations can sometimes differ from information provided in application instructions. Are you able to ensure compliance with the grant request terms and conditions?

YES________ NO________

Town Manager Approval

Finance Director's acknowledgement of notification to apply

DECISION:
BOS Approval __________ Rejection __________ Date ________________
York Solar Project – Proposed Joint Committee Work Plan

Purpose:
Establish a Joint Committee to oversee a project to assess and design the optimum path to meet as much of the electricity demands of the Town of York, the York School District, York Sewer District, York Water District and the York Public Library from onsite solar generation as is technically and economically feasible. The project will identify viable sites for solar installations; their costs and benefits; and a phased plan of implementation.

Joint Committee:
The Joint Committee will be managed by a member of the Energy Steering Committee who will be representing the Town of York. The remainder of the Joint Committee will include representatives from each of the stakeholders as well as the Budget Committee. The Joint Committee may from time to time engage the assistance of an expert consultant.

The Joint Committee is a vehicle to develop a coordinated town-wide program to benefit from economies of scale and does not report to any stakeholder entity or have any authority. Any expenditures by or implementations of the plan by any entity are at the complete discretion of that entity, subject to their own decision-making processes and governance.

Parameters/Issues to be Considered:
Economic and Technical
- Identify all locations where solar is feasible for roof and ground mounted systems.
- Determine optimum mix of identified ground and roof mounted systems.
- Assess cost of each identified installation, including return and payback.
- Define a recommended phasing plan for installations and their associated financial requirements.
- Determine any conflicts/limitations posed by existing tariffs/obligations for electricity supply.

Cost Sharing and Services
- In shared installations, determine which organization’s accounts will be served and how cost of the installation will be shared.
- Identify any paths to serve the low income community through this program.

Regulatory
- Timing and economics of any plan completely driven by solar regulatory legislation in Maine. Current uncertainties:
  - Solar energy crediting tariffs (currently two bills have been submitted that would result in very different economics for solar installations).
  - Limits on capacity and number of shared accounts permitted on shared solar installations.

Deliverable:
Implementation plan completed by early 2020.
PUBLIC HEARING NOTICE
Town of York – Board of Selectmen
April 22, 2019
7:00 PM
York Public Library

The Town of York Board of Selectmen will hold a Public Hearing on April 22, 2019 regarding a new Business License Application submitted for the following:

- James H. Williams DBA: Brixham Grange Hall Café (Food Service); located at 435 Cider Hill Road
REQUEST FOR ACTION BY BOARD OF SELECTMEN

<table>
<thead>
<tr>
<th>DATE SUBMITTED: April 18, 2019</th>
<th>ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE ACTION REQUESTED: April 22, 2019</td>
<td>DISCUSSION ONLY</td>
</tr>
<tr>
<td>SUBJECT: New Business License Application</td>
<td></td>
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</tbody>
</table>

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: All approvals are contingent on taxes being current and all appropriate departments (inspections) giving approval; See “Department Approvals” on page two. Signed business license applications and certificates will not be released to the applicant until all necessary department approvals have been received.

RECOMMENDATION: Approve the New Business License attached.

PROPOSED MOTION: I move to approve the following licenses:

- James H. Williams DBA: Brixham Grange Hall Café (Food Service); located at 435 Cider Hill Road

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

PREPARED BY: [Signature]
Melissa M. Avery, Assistant to the Town Manager

REVIEWED BY: [Signature]
BUSINESS LICENSE APPLICATION

NOTE: Business Licenses are not transferable to another person, business or location.

Business Name: BRIXHAM GRANGE HALL CAFE
Street Address: 435 Cider Hill Road
Business Owner: JAMES H. WILLIAMS
Business Manager: JAMES P. WILLIAMS
Mailing Address: 90 Mill Lane
Mailing Address: 80 Mill Lane
Phone Number: 207-730-7505
Phone Number: * 207-332-3879
E-mail Address: hasty411 @ aol.com
E-mail Address: jperkinsme @ yahoo.com

Please indicate who is to be the Primary Contact with the Town: [ ] OWNER or [ ] MANAGER
Is the Business Owner's name the same as the prior year? [ ] YES [ ] NO [ ] NEW BUSINESS

Please indicate which Licenses or Local Approvals you seek:

Lodging:
[ ] Bed and Breakfast License (C/F)
[ ] Innkeeper License (C/F)
Number of Rooms: ___

Food and Beverage:
Food Service License (C/F)
Number of Seats: 17
Beverage License (F/P)
Bottle Club License (F/P)

Entertainment:
[ ] Special Amusement License (F/P)
[ ] Dance Hall License (F/P)
[ ] Bowling Alley License (F)
[ ] Coin-Operated Amusement License (P)
[ ] Bingo, Beano and Games of Chance

Miscellaneous:
[ ] Transient Seller's License
[ ] Flea Market License
[ ] Junkyard, Auto Graveyard/Recycling License
[ ] Other: ___

C – Code Enforcement Inspection Required   F – Fire Department Inspection Required   P – Police Department Inspection Required
S – Sewer District Inspection Required   W – Water District Inspection Required

Code Enforcement: (207) 363-1002   Police Department: (207) 363-1031
Village Fire Department: (207) 363-1015   Beach Fire Department: (207) 363-1014
York Sewer District: (207) 363-4232   York Water District: (207) 363-2265

Other Municipal Water and Sewer Districts may apply depending on your business location

- CONTINUE TO BACK PAGE OF APPLICATION -
REQUEST FOR ACTION BY BOARD OF SELECTMEN

| DATE SUBMITTED: April 17, 2019 | ☑ ACTION |
| DATE ACTIONRequested: April 22, 2019 | ☐ DISCUSSION ONLY |
| SUBJECT: York Harbor / River Study |

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Request the Board to review and approve the RFP for the York Harbor River Study as presented in the supporting documents. The estimated cost is $25,000 to $50,000 dollars that will be paid for with York Harbor Maintenance Funds.

RECOMMENDATION: Recommend the RFP be approved and proceed.

PROPOSED MOTION: I propose that the York Harbor River Study RFP to identify boat traffic, dock placement, safety, congestion, and capacity issues in the York River be funded for $25,000 to $50,000 from the York Harbor Maintenance Account.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

PREPARED BY: Captain Charles J Szeniawski  REVIEWED BY:
TOWN OF YORK

REQUEST FOR PROPOSALS

York Harbor/River Study

I. INTRODUCTION

The Town of York, Maine (hereinafter, the "Town") is seeking Proposals for the development of a York Harbor/River Study (hereinafter, "Study"). The purpose of the Study will be to identify and review boat traffic, dock placement, safety, congestion, and capacity issues on York Harbor/River. Details of these components are further explained below in Exhibit 1.

Proposers must submit one hard copy and/or one pdf of their Proposal. All hard copies of the Proposal are to be submitted in a sealed envelope clearly marked on the outside "York Harbor/River Study." All pdfs of the Proposal are to be submitted either via email with a subject heading "York Harbor/River Study" or in a sealed envelope clearly marked on the outside "York Harbor/River Study."

Completed proposals, including those emailed to Reenie Johnson- rjohnson@yorkmaine.org must be received at the York Harbor Board Office in the York Town Hall, 186 York Street, York Maine 03909, by 4pm on Wednesday, May 22, 2019 and will be opened at that time. The Proposal must be signed by the Proposer with their full name and address and included in the sealed envelope or with the pdf submission. Any Proposal received after the deadline stated above may not be considered.

Questions regarding this Request for Proposal should be directed to Drew Donovan, Harbor Master, York Town Hall, 186 York Street, York Maine 03909, or email Drew at harbormaster@yorkmaine.org.

Each Proposer is required to state in the Proposal:

1. Its name, principals, mailing address, and telephone number;
2. The name, telephone number, and email address for its Contact Person;
3. The names, titles, mailing address, and telephone numbers for all subcontractors that will be used on this project; and
4. A statement that no person acting for or employed by the Town is directly or indirectly interested in the Proposal or any agreement which may be entered into to which the Proposal relates or in any portion of the profits here from.

The successful Proposer shall be required to sign an agreement substantially similar to the standard Town Services Agreement, a copy of which is attached hereto as Exhibit 3.
Before commencing work under the Town Services Agreement, the successful Proposer shall produce evidence satisfactory to the Town that it and its subcontractors, if any, have secured public liability, automobile, and workers' compensation coverage as set forth in Exhibit 3.

Each Proposer is encouraged to visit the area(s) of analysis and inform itself of the conditions relating to the area in which the Services shall be performed. Failure to do so will not relieve a successful Proposer of its obligations to furnish all equipment, material, and labor necessary to carry out the provisions of the Agreement and to complete the contemplated work for the consideration set forth in this Request for Proposals. The Town disclaims any and all responsibility for injury to Proposers, their agents, or others while examining the work area or at any other time. Proposers are responsible for all of their costs in preparing and submitting proposals hereunder.

A Proposer must submit one pdf and one hard copy of its Proposal.

II. SCOPE OF SERVICES

The Scope of Services hereunder is described in the Specifications attached hereto (hereinafter, the "Services") as Exhibit 1.

III. SCHEDULE

All proposals shall conform with the following schedule to complete proposed work:

1. Begin work: June 10, 2019
2. Progress update: June 28, 2019
3. Progress update: July 12, 2019
4. Conclude work: July 26, 2019
5. Submit results: July 31, 2019

III. PROPOSAL SUBMISSION REQUIREMENTS

The Proposal must include the following descriptions:

1. Proposal Form (Exhibit 2).
2. Understanding of the Project.
3. Qualifications/technical capacity of the Proposer and its subcontractors, if any.
4. Two to five similar projects completed by the contractor, including names, titles, phone numbers, and email addresses of references for the projects.
5. All materials, equipment, and labor necessary to perform the Services, including the name of the person(s) or entity (entities) owning the materials and equipment and/or providing the personnel that forms the basis for its proposal.
6. Additional submissions specified in Exhibit 1.
7. Identification of project manager, staff who will undertake the proposed work; role and approximate percentage of work conducted by each staff member.
8. Total cost and cost of specified components of the proposed work and a clear description of all clarifications and exceptions.
9. Compliance with or proposed modification of specified schedule and conditions.
10. Assumptions and/or conditions associated with the Proposal.

All Services to be furnished to the Town shall be performed with equipment, methods, and use of personnel in accordance with pertinent professional standards and with the Occupational and Safety and Health Act requirements of the State of Maine and the United States.

IV. SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

1. Understanding of, and familiarity with, the project (20%)
2. Prior experience with similar projects (20%)
3. Qualifications and experience of assigned staff (25%)
4. Cost (25%)
5. References (10%)

V. ACCEPTANCE/REJECTION

The Town reserves the right to waive any informalities in Proposals, to accept any Proposal, and to reject any or all Proposals, should it be deemed in the best interest of the Town to do so.

Proposals may be held by the Town for a period not to exceed thirty (30) days from the date of the opening of Proposals for the purpose of reviewing proposals and investigating the qualifications of the Proposers prior to the award of a contract.

Date: June 22, 2019

By: Stephen H. Burns, Town Manager
EXHIBIT 1 (Services)

York Harbor/River Study Specifications

Project Scope/Overview: The study shall be from the mouth of the York River (Rock’s Nose) to Birch Hill Road. The basic components of the Study shall include the following, however, it is recommended that information included in the Study be reviewed and detailed in two geographical areas. Area 1 shall be from the mouth of the York River to Sewall’s Bridge (Seabury Road) and Area 2 shall be all areas west of Sewall’s Bridge to Birch Hill Road. It is understood that all information listed below may not be applicable in both phases as long as it is detailed as such.

- Inventory: The inventory identifies and describes the existing natural and cultural resources, physical features, and uses of the surface waters and underwater lands for which the Study is being developed. The inventory should include the following subjects and be supplemented by maps indicating their location and extent.
  - Commercial, and recreational water-dependent uses (such as marinas, boat yards, swimming areas (particularly in the area of the Route 103 and Wiggly bridges), commercial or recreational fishing, types of vessel activity (commercial vessel, recreational vessel, and non-motorized paddle craft, including kayaks, canoes and stand up paddleboards) and vessel anchorage or mooring areas;
  - Existing infrastructure, such as navigation channels and basins, docks and docking facilities, and roadways supporting the river/harbor area;
  - A description of the scenic quality of the river/harbor, including positive and negative features.

- Issues: A summary of issues of local and regional importance that should be addressed in the Study, such as:
  - Interference with existing navigation channels by structures such as docks, floats or anchored or moored vessels;
  - Public health and safety, such as the operation of vessels in or near swimming areas, and general boating congestion/capacity;
  - A need to maintain or provide river/harbor infrastructure such as parking, roadways, navigation channels, boat ramps, docks;
  - Limits on public access to the river/harbor or public use of the river/harbor area;
  - A high demand for sufficiently maintained navigation channel or basin depths;
  - The need to protect important water-dependent uses in appropriate areas within the river/harbor;
  - Adverse impacts on scenic quality and visual access to the river/harbor.
This material may be incorporated in or included under a separate heading for the York River/Harbor Study issues in a “summary of issues.”

- Mapping Requirements: The York Harbor/River Study map should be of sufficiently large scale to illustrate all of the information necessary. All use zones, infrastructure and special projects should be shown on the large-scale map. A map key should explain each zone, infrastructure type and project.

- Studies and Research: Special studies, design projects, or research necessary to advance or refine the Study or a component of it, such as:
  - Needs assessment, design or other specific assessments relating to commercial fishing facilities, recreational fishing facilities, or public access facilities;
  - Boat use and/or boat density assessment of the River and capacity of use.
  - Comprehensive Plan considerations and or recommended amendments that would better enhance the Study area.

All Proposers will be required to demonstrate expertise in projects of this type.

**Project Cost:** All Proposers shall provide a fixed price, not to exceed, quotation for the total project.

All clarifications and exceptions shall be clearly described in the Proposal.

**General Information:** The Proposer shall work with the Harbor Master and Harbor Board during the duration of this project and all reports, findings, draft documents etc. shall be directed to them.

**Schedule:**

1. Begin work: **June 10, 2019**
2. Progress update: **June 28, 2019**
3. Progress update: **July 12, 2019**
4. Conclude work: **July 26, 2019**
5. Submit results: **July 31, 2019**

The Proposer will provide expected lead time after approval of submittals.

**Qualifications:** The Proposer shall provide a description of its familiarity with relevant Maine statutes and regulations and with similar work undertaken in Maine.
EXHIBIT 2

PROPOSAL FORM

York Harbor/River Study

TO: Drew Donovan, Harbor Master
York Town Hall
186 York Street
York, ME 03909

Dear Sir:

The undersigned hereby declares that it has carefully examined the location of the proposed York Harbor/River Study Request for Proposal including the specifications therein referred to in Exhibit 1, and the proposed Services Agreement in Exhibit 3, and that it proposes and agrees, if this Proposal is accepted, in whole or in part, by the Town of York (hereinafter the "Town") to perform the Services, as defined in the proposed Services Agreement, and that it will accept as payment in full for said Services or portion of the Services the following sum(s) as the "Contract Price": ___________________________ Dollars (insert dollar amount in words) ($__________)

(insert dollar amount in numbers)).

If the Town accepts the Proposal, the undersigned further agrees that it will execute the Services Agreement within thirty (30) days from the date of opening the Proposals.

The undersigned hereby further declares that the only persons or parties interested in this Proposal as principals are named below and that no person acting for or employed by the Town is directly or indirectly interested in this Proposal or in any Agreement which may be awarded under it or in profits expected to arise therefrom, except as provided by the Town Charter. The full names and addresses of all persons and parties interested in this Proposal, as principals, are as follows: (provide first and last names in full; and in the case of a Corporation, the names and addresses of the President, Treasurer and Manager; and in the case of a Partnership, the names and addresses of members):

________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________
Date: _____ (insert month) __ (insert date), ____ (insert year)

__________________________________________ (insert signature)

__________________________________________ (insert title)

__________________________________________ (insert name of entity)

__________________________________________ (insert legal address)

__________________________________________ (insert name of principal place of business)

__________________________________________ (insert firm’s IRS Identification Number)

Please, provide address to which all correspondence and notifications to Proposer are to be sent:

__________________________________________

__________________________________________

Please, provide Proposer’s Telephone Number: (___)________________
EXHIBIT 3

TOWN SERVICES AGREEMENT

YORK HARBOR/RIVER STUDY AGREEMENT BETWEEN
THE TOWN OF YORK
AND
__________________________ (Name of Successful Bidder)

THIS AGREEMENT is entered into this __________ day of __________, 2019, by and
between the TOWN OF YORK, a body politic and corporate (hereinafter the “TOWN”), and
__________________________ (Name of Successful Proposer), with a mailing address of
_____________________________ (hereinafter the "CONTRACTOR").

WITNESSETH:

WHEREAS, the TOWN is in need of a York Harbor/River Study and did advertise for Request
for Proposals entitled “Request for Proposals, York Harbor/River Study, York, ME,”
(hereinafter, the “RFP”), a copy of which is attached as Exhibit 4 and made a part hereof; and

WHEREAS, the CONTRACTOR has the requisite knowledge and technical ability to perform
the required services and has submitted a proposal for the provision of such services, dated
__________, (hereinafter, the “Proposal”), a copy of which is attached and made a part hereof; and

WHEREAS, after due consideration of all the proposals, the TOWN did award the bid to the
CONTRACTOR;

NOW, THEREFORE, in consideration of the mutual promises made by each party to the other,
the parties covenant and agree as follows:

1. The CONTRACTOR will furnish the materials, supplies, equipment and labor
(hereinafter the “Work”) in accordance with Exhibit 1 contained in the RFP issued under
date of __________ by the TOWN, and also in accordance with the
CONTRACTOR’s Proposal.

The restatement in this document of any term of the Proposal shall not be deemed to
waive any term not so restated. If any disagreement is found between RFP or the
Proposal and this document, then this document shall govern; and the RFP shall govern
over the Proposal, to the extent they disagree; provided, however, that this document and
its attachments shall be construed to be supplemental to one another to the extent
possible.
2. Prior to the execution of this Agreement, the CONTRACTOR will procure and maintain Automobile Insurance and General Public Liability Insurance coverage in amounts of not less than Four Hundred Thousand Dollars ($400,000.00) per occurrence for bodily injury, death and property damage, naming the TOWN as an additional insured thereon, and also Workers’ Compensation Insurance coverage to the extent required by law. The Workers’ Compensation insurance shall include an endorsement waiving all rights of subrogation against the TOWN, its officers and employees. The CONTRACTOR shall furnish the TOWN and thereafter maintain certificates evidencing all such coverages, which certificates shall guarantee thirty (30) days' notice to the TOWN of termination of insurance from insurance provider or agent.

3. To the fullest extent permitted by law, the CONTRACTOR shall defend, indemnify and hold harmless the TOWN, its officers and employees, from and against all claims, damages, losses, and expenses, just or unjust, including, but not limited to, the costs of defense and attorney's fees arising out of or resulting from the performance of this Agreement, provided that any such claims, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use therefrom, and (2) is caused in whole or in part by any negligent act or omission of the CONTRACTOR, anyone directly or indirectly employed by it, or anyone for whose act it may be liable. CONTRACTOR’s obligations under this paragraph shall survive termination of this Agreement.

4. The CONTRACTOR shall perform the work to the satisfaction of the responsible TOWN official, whose approval and acceptance of the work will be a condition precedent to payments by the TOWN under this Contract.

5. Upon receipt of executed contracts and insurance as required, the TOWN will promptly send an executed TOWN contract to the CONTRACTOR, which will commence work starting _______________ and shall complete work no later than _______________. All deliverables shall be received by the Town no later than _______________. The time set for such completion may be extended only by written consent of the TOWN.

6. In the event of any dispute as to the amount, nature or scope of the work required under this Contract, the judgment of the TOWN will be final and binding.

7. For performance of all the terms and conditions of this Agreement, the TOWN will pay the CONTRACTOR and amount not to exceed (insert dollar amount in words) ______________________ (insert dollar amount in numbers) ($_______) based on the rates set forth in the Proposal.

8. Compensation will be made in two installments both equaling no more than (insert dollar amount in words) ______________________ (insert dollar amount in numbers) ($_______). The Town will process payment upon receipt of the signed
agreement between the Town and the Contractor; and upon receipt of the York Harbor/River Study Report and Maps, and final confirmation from the Harbor Board that all information has been submitted per this agreement. Payments will be made within 30 days of receiving both the signed agreement; and the Final York Harbor/River Study Report with York Harbor Board final confirmation.

9. The TOWN may terminate this Agreement for cause by written Notice to the CONTRACTOR. In the event of such termination, the CONTRACTOR shall not be entitled to any further payment under this Agreement from the date of receipt of said Notice.

10. The TOWN shall have the right to terminate this Agreement at any time for its convenience on thirty (30) days’ prior written Notice to the CONTRACTOR. If the Agreement is terminated by the TOWN for convenience, the TOWN shall pay the CONTRACTOR for all Work performed and all materials purchased pursuant to this Agreement prior to receipt of such Notice.

11. Out of concern for the public, TOWN employees and the CONTRACTOR’s employees, all work performed by the CONTRACTOR shall be in conformance with pertinent OSHA, local, state and federal government regulations.

12. CONTRACTOR shall be solely responsible for the hiring, supervision, discipline, management or termination of any employees or agents hired or retained for the purposes of providing the services contemplated under this Agreement. CONTRACTOR, its agents, contractors, or employees are independent contractors and shall not be deemed to be employees of the TOWN.

13. If any provision of this Agreement is determined to be invalid or unenforceable, it shall not affect the validity or enforceability of the remaining provisions hereof.

14. This Agreement shall be construed in all respects in accordance with, and governed by, the laws of the State of Maine. All parties hereto hereby consent to the exclusive jurisdiction of the Superior Court for the County of Cumberland in the State of Maine, for all actions, proceedings and litigation arising from or relating directly or indirectly to this Agreement or any of the obligations hereunder, and any dispute not otherwise resolved as provided herein shall be litigated solely in said Court.

15. This Agreement may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement. A signature in a pdf or electronic document shall be considered the equivalent of an original signature.
16. TOWN and CONTRACTOR each warrant and represent to the other that they have the full right and authority to enter into this Agreement, that there is no impediment that would inhibit their ability to perform their respective obligations under this Agreement, and that the person signing this Agreement on behalf of each party has the authority to do so.

IN WITNESS WHEREOF, the said TOWN OF YORK has caused this Agreement to be signed and sealed by Stephen H. Burns, its Town Manager, thereunto duly authorized, and CONTRACTOR has caused this Agreement to be signed and sealed, the day and date first above written.

WITNESS: TOWN OF YORK

________________________________________
Stephen H. Burns, Town Manager

WITNESS: CONTRACTOR

________________________________________
(Type Name of Consultant here)
EXHIBIT 4

YORK HARBOR/RIVER STUDY ADVERTISEMENT

TOWN OF YORK

NOTICE OF REQUEST FOR PROPOSALS FOR

YORK HARBOR/RIVER STUDY

The Town of York, Maine is seeking professional services for the completion of a York Harbor/River Study that will identify and describe the existing natural and cultural resources, physical features, and uses of the surface waters and underwater lands; evaluate the issues of local and regional importance; map all uses, infrastructure and special projects; and provide a detailed summary of special studies, design projects, or research necessary to advance project needs.

Sealed and/or emailed bids, which meet the delivery format specified in the Town’s Request for Proposals (RFP), shall be received until 4:00pm on Wednesday, May 22, 2019 at the York Harbor Boards Office in the York Town Hall, 186 York Street, York, Maine 03909 or emailed to Reenie Johnson- rjohnson@yorkmaine.org.

The York Harbor Study RFP, Specifications, and Draft Contract Documents may be obtained at www.yorkmaine.org (replace with more specific link to the documents).

Questions regarding the Request for Proposal should be directed to Drew Donovan, Harbor Master, York Town Hall, 186 York Street, York Maine 03909, or email Drew at harbormaster@yorkmaine.org.

Town of York, Maine

________________________

Drew Donovan, Harbor Master

This 23rd day of April, 2019
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019  □ ACTION
DATE ACTION REQUESTED: April 22, 2019  □ DISCUSSION ONLY

SUBJECT: Refine the Goal about public sewer expansion

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: When I reviewed my initial work on the goals set with the Board of Selectmen, The Board was concerned that I missed the mark with regard to the policy about expansion of public sewer. I had proposed to focus on expansion from Spur Road north along Route One, but the Board wanted to take a broader approach. Based on our discussion, I offer the following:

Create a new model where the Town leads and facilitates more rapid expansion of sewer mains throughout the Public Sewer Priority Service Area as specified in Policy Section 1.1.2(B) of the Comprehensive Plan.

I have attached copies of the text and sewer policy map from the Comprehensive Plan. These establish are the key policies to be achieved.

RECOMMENDATION: n.a.

PROPOSED MOTION: feedback is needed, but no motion is required.

Prepared by Stephen H. Burns, Town Manager:
Comp. Plan, Volume 1

patterns, and encourage the desirable elements of such development in managing new
growth. It recognizes York’s traditional village centers, the more densely settled residential
areas located east of Route One, the more open patterns of living west of Route One and
the more heavily developed commercial areas along Route One. These zoning
districts should help create a sharp contrast between the type of development located
in the residential zone, and the rural character of development mostly located west of
the Route One Zone. This approach should discourage homogenous suburban sprawl.

ON-GOING PRIORITY - PLANNING BOARD TAKES LEAD ROLE

1.1.2 The availability of public water supply and sewage disposal are key determinants of the
correct and intensity of growth in York. They are also important public services to
existing development. This Plan hereby establishes policy regarding each of these public
utilities.

A. Public Water Supply System. This section sets forth the Town’s policies regarding
the areas served by public water supplies. The policies written in this section
should be reflected in the Zoning Ordinance. The policies are as follows:

1. Growth Area. The Growth Area is the priority area for provision of year-
round public water. In the long term, public water should be provided
throughout this area.

2. Residential Density. Inside the Growth Area, the maximum permitted
residential density should be increased where public water service is
provided. Outside the Growth Area, the maximum permitted residential
density should not be related in any manner to the provision of public
water service.

3. Well Ordinance. Consider expanding the jurisdictional area of the
Town’s Well Ordinance to cover the Growth Area as a means of
providing an incentive to extend the water lines throughout. Policies in
the Well Ordinance will need to be evaluated to ensure they are
appropriate if the area of jurisdiction is expanded.

B. Public Sewer System. This section sets forth the Town’s policies regarding the
areas served by public sewer. A map entitled, “Public Sewer Policy Map, York
Comprehensive Plan, Policy Chapter, April 27, 2015” is hereby adopted by
reference. The policies reflected in this section and on this map should be reflected
in the Zoning Ordinance. The policies are as follows:

1. There are 3 distinct classifications of areas with regard to public sewer
service policy, as follows.

A. Priority Service Area. Within the Priority Service Area, provision
of public sewer throughout is a high priority. Within this area, the
priority for expansion of sewer service is first to areas of marine
clays (see the Surficial Geology map of the Natural Resources
Chapter of the Comprehensive Plan Inventory & Analysis) and to
areas in which there are concentrations of septic systems that
are failing, and secondarily to other areas. Public sewer service in
this area shall be from the York Sewer District.
B. **Shore Road Service Area.** This area, in the vicinity of Shore Road, Pine Hill Road South, and Pine Hill Road North, is a priority for extension of public sewer service to serve existing development with failing on-site septic disposal, or with licensed overboard discharge systems. Under no circumstances should main extensions be permitted to facilitate new development. Public sewer service in this area could be from either the York Sewer District or Ogunquit Sewer District.

C. **Prohibited Area.** It is inconsistent with this Plan to extend public sewer in the Prohibited Area. New service or main extensions shall be prohibited, except that the Board of Selectmen may permit sewer main extensions in this Area, provided such extensions are provided only to address properties with existing failed septic systems and not to accommodate new development. If such an exception to the rule is made by the Selectmen, public sewer service in this area could come from the York, Ogunquit or Kittery systems, and inter-municipal cooperation for such cases is encouraged.

D. **Southern Route 1 Service Area.** This area, encompassing the Route 1-1 and Route 1-2 zones between the southern boundary of the York River and the Town of Kittery border, allows sewer extension to serve existing development, or any proposed development defined as Workforce Housing or Affordable Housing by the Town of York Zoning Ordinance. Under no circumstances shall main extensions be permitted to facilitate any other new development not specified as allowed in the Southern Route 1 Service Area. Public sewer service in this area shall be from the Kittery Sewer Department.

2. **Residential Density.** Inside the Priority Service Area, the maximum permitted residential density should be increased where public sewer service is provided. Outside the Priority Service Area, the maximum permitted residential density should not be related in any manner to the provision of public sewer service.

**ON-GOING PRIORITY - PLANNING BOARD TAKES LEAD ROLE**

1.1.3. The Town should consider imposing a limit on the amount of residential growth permitted in each zoning district. The limit could be imposed on groups of zoning districts, for instance by limiting the number of permits issued in the rural zones. It could also be applied zone by zone since the Rural 4 zone is quite different than the other rural zones. This sort of policy would directly affect the distribution of growth in York. Extensive public involvement will be required to determine whether or not there is public support for this concept, and to design an appropriate mechanism if support exists.

**MID-TERM PRIORITY - PLANNING BOARD TAKE LEAD ROLE**

**TOWN OF YORK GOAL 1.2: Manage the character of future residential and nonresidential development to ensure it reflects existing and desired development patterns.**
See Comprehensive Plan Policy Chapter, Policy # 1.1.2 for related standards
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019

DATE ACTION REQUESTED: April 22, 2019

☑ ACTION
☐ DISCUSSION ONLY

SUBJECT: Planning Board Appointment

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: May 19, 2018 the Voters voted to ask the Maine Legislature to delete Section 10, Planning Board and Board of Appeals Appointments, of the 1977 Act Repealing the York Beach Village Corporation.

The State has recently approved the Town’s request and Kathleen Kluger, current Alternate Member of the Planning Board (term expiring June 30, 2020) would like to be considered to be a full member, filling the vacancy previously allotted for a Beach Resident. There is no vacant term to be filled, so the appointment for Ms. Kluger could be a full three year term (the motion below is for a full three year term).

RECOMMENDATION:

PROPOSED MOTION:
I move to remove Kathleen Kluger as an Alternate Member of the Planning Board and further appoint Kathleen Kluger as a Regular Member to the Planning Board, with a term expiring June 30, 2022.

PREPARED BY: Melissa M. Avery, Assistant to the Town Manager
REVIEWED BY:
SPECIMEN BALLOT
SPECIAL GENERAL REFERENDUM
YORK, MAINE
MAY 19, 2018

INSTRUCTIONS FOR VOTERS
A. To vote, completely fill in the OVAL to the RIGHT of your choice(s), like this: 

ARTICLE ONE
Shall the Town hereby approve the Board of Selectmen’s Order of Discontinuance, including discontinuance of a public easement, without damages awarded to abutters for the southernmost 300 feet of Williams Avenue, in exchange for granting an easement to the Town to construct up to 10 public parking spaces at 257 York Street?

Statement of Fact: This portion of Williams Avenue is completely surrounded by York Hospital and is requested to acquire this portion of the road for use. The process for discontinuance is specified by Maine State Law Title 23 MRS 3026-A.

Board of Selectmen recommends approval (5-0).

2166 YES ☐
307 NO ☐

ARTICLE TWO
The Town hereby ordains amendment of the Zoning Ordinance to change the boundaries of the York Village Hospital Overlay District to include an additional parcel of a portion of Williams Ave, as shown on the map “York Village Hospital Overlay District” dated January 31, 2018.

Statement of Fact: The purpose of this amendment is to expand the York Village Hospital Overlay District by including an additional parcel located at 18 Williams Ave as well as a portion of Williams Ave that gives access to York Hospital. The exact area is delineated on a plan entitled “York Hospital-Williams Avenue Right-of-Way Acquisition Plan” by Altus Engineering, Inc. with a revision date of 5/23/17. This amendment is in keeping with York’s Comprehensive Plan, specifically future land use recommendation #2 in the York Village Center Area regarding the allowance of reasonable expansion of York Hospital.

Board of Selectmen recommends approval (5-0).
Planning Board recommends approval (5-0).

2123 YES ☐
345 NO ☐

ARTICLE THREE
Shall the Town ask the Maine Legislature to delete Section 10, Planning Board and Board of Appeals Appointments, of the 1977 Act Repealing the York Beach Village Corporation?

Statement of Fact: When the York Beach Village Corporation was repealed in 1977, one of the provisions was for the Town to keep one seat on the Planning Board and one seat on the Board of Appeals reserved for people from the York Beach geographical area. At times these seats have remained vacant because nobody in this area asked to serve.

Board of Selectmen recommends approval (5-0).

2002 YES ☐
447 NO ☐
<table>
<thead>
<tr>
<th>Planning Board</th>
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<tbody>
<tr>
<td>R  Peter Smith</td>
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<tr>
<td>R  (Former Beach Rep Spot)</td>
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<td>R  Al Cotton</td>
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<td>R  Lewis Stowe</td>
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<td>R  Wayne Boardman</td>
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<td>A  Kenneth Churchill</td>
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<td>A  Kathleen Kluger</td>
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REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 17, 2019

DATE ACTION REQUESTED: April 22, 2019

☐ ACTION

☐ DISCUSSION ONLY

SUBJECT: Possible Annual Board Member/ Volunteer Dinner

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD:
Did you know that there are 127 individuals who serve on Town of York Boards/Committees? And that, on average, each month the Town logs approximately 59 meeting hours? We are fortunate to have so many community members dedicated to filling these roles within the operation of municipal government.

It is my understanding that you, as a Board, have expressed a desire to recognize these volunteers on a more official and regular basis. At the direction of the Town Manager, I have explored several options for you, all of which involve bringing these volunteers together, to honor and recognize their service to the Town. Some of my ideas have included a lobster bake, picnic-style BBQ, a sit-down dinner, and a social gathering.

I would propose that the Board consider hosting a social hour and brief recognition “ceremony.” I would advocate for making use of the Community Auditorium and lobby space, and am recommend that you consider hosting this relatively informal social hour at that location. In my opinion, this option would not only celebrate the volunteers, but also the Community Auditorium, and would be the most fiscally responsible. Envision, if you will, an hour of socialization in the lobby, complete with light refreshments served by Town employees, followed by a “ceremony” of thanks in the Community Auditorium.

I have reached out to three local caterers for estimates. I’ve heard back from two of them and am negotiating with the third. While it is a bit of a challenge for them to give an exact dollar amount without more details than I am able to provide to them at this time, I am confident that $2,000.00 would be a realistic budget for the food portion of this event. In addition, I would recommend budgeting up to $500.00 for incidental supplies, etc.

If this idea is of interest to you, we can work together on the details such as date, time, budget, itinerary, etc.
**RECOMMENDATION:** I recommend that, together with the Parks and Recreation Department, the Board of Selectmen move forward with the planning of a social event at the Community Auditorium to recognize the volunteers who serve on Town Boards/Committees.

**PROPOSED MOTION:** I move that, together with the Parks and Recreation Department, the Board of Selectmen move forward with the planning of a social event at the Community Auditorium to recognize the volunteers who serve on Town Boards/Committees.

<table>
<thead>
<tr>
<th>FISCAL IMPACT:</th>
<th>approximately $2,500.00</th>
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<tr>
<td>DEPARTMENT LINE ITEM ACCOUNT:</td>
<td>TBD</td>
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<td>BALANCE IN LINE ITEM IF APPROVED:</td>
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PREPARED BY: ____________________  REVIEWED BY: ____________________
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 16, 2019
DATE ACTION REQUESTED: April 22, 2019
SUBJECT: Sustainability Fund

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: The voters are being asked to put money into a Sustainability Fund that will be overseen by the Board of Selectmen. If passed, that money will become available within 3 months so we need to have an initial discussion about what we’re after and how this new system will work if/when this article passes.

In the attached memo I have provided a series of questions to help foster initial discussions by the Board about goals, procedures and timing. Discussion around these questions will help me draft an initial framework and make decisions about delegation.

RECOMMENDATION: I seek initial feedback and guidance. No formal action is required at this time.

PROPOSED MOTION: n.a.

Prepared by Stephen H. Burns, Town Manager:
MEMO

TO: Board of Selectmen
FROM: Stephen H. Burns, Town Manager
DATE: April 16, 2019
RE: Goals and Procedures for the Sustainability Fund

On the upcoming Budget Referendum ballot is a question to see if the voters will allocate $50,000 from the Town’s fund balance to create a Sustainability Fund. This is proposed as a one-time request (not an annual recurring operating budget line item), and if passed it will require establishment of policies and procedures.

A copy of the warrant article is attached for reference. The vote will occur on May 18th. If the article fails then this matter goes away. If it passes, however, we need to be ready because there is already interest and people are already inquiring about how to get funds.

First, the Board should establish one or more goals:
- What is the Board hoping to achieve? (public benefit, promote sustainability, reduce carbon footprint, etc.)
- Who is the Board trying to incent?
- How many things does the Board hope to accomplish?
- How urgent is this?
- How will the Board evaluate program success?

Second, the Board should establish procedures for operation of this fund:
- How will we reach out to potential applicants?
- Who will be eligible to apply for funds? (Individuals, organizations, government entities, departments, anyone with a York affiliation, etc.)
- What types of projects/activities/things are eligible?
- How will someone apply?
- When can someone apply?
- Will applications be reviewed as received or periodically?
- Can an applicant receive more than one award?
- Will there be a minimum/maximum dollar range for applications?
- What is the timeframe/limit for start and completion of work?
- Who will review the applications?
- How will decisions be made?
- Will there be quantitative or qualitative (or both) evaluation standards, and what should these be?
• What assurances will be required of applicants with respect to fiscal capacity and responsibility?
• What reporting will be expected of the recipients?
• What will happen if a recipient fails to utilize the money, or to utilize it properly?

Third, the Board needs to be aware of timing issues. This is a new program and will be added to the current workload, and I intend to delegate it. There are a few options in this regard. Two options I have in mind are dependent upon operating budgets passing in May. Two other options I have in mind are not directly related to operating budget passage. That said, I need to know how urgent this matter is to the Board. Does the Board plan to jump into this on July 1st, or can we have a quarter or half year to get it set up and under way? I’d appreciate at least a quarter (July through September) before we seek applications and make decisions, but I’ll ensure we accommodate whatever decision the Board makes.
Board of Selectmen recommends approval (4-1).
Budget Committee recommends approval (5-1).

A YES vote authorizes an appropriation of $40,000.

A NO vote authorizes the previous year’s appropriation of $0.

YES ___ NO ___

TWENTY-TWO: Shall the Town appropriate a sum not to exceed $50,000 to Establish a Sustainability Fund, and furthermore, shall the Board of Selectmen adopt this line item of the Town Budget, as proposed by the Budget Committee? The funds would be taken from the Town’s Fund Balance; there would be no additional tax appropriation requested to fund this proposal.

Statement of Fact: The Board of Selectmen seeks a one-time appropriation to establish a fund which it will use to sponsor small sustainability initiatives on a competitive basis.

Board of Selectmen recommends approval (5-0).
Budget Committee recommends approval (6-0).

A YES vote authorizes an appropriation of $50,000.

A NO vote authorizes the previous year’s appropriation of $0.

YES ___ NO ___

TWENTY-THREE: Shall the Town authorize the use of up to $100,000 from the Town’s fund balance for the Supplementary Contingency Account if deemed necessary by the Board of Selectmen, and furthermore, shall the Board of Selectmen adopt this line item of the Town Budget, as proposed by the Budget Committee?

Statement of Fact: If approved by voters, up to $100,000 from the Town’s fund balance will be available by majority vote of the Board of Selectmen to be used only for emergencies and opportunities which are unknown to the Board at the time of budget preparation and which are recognized as Town responsibilities or are deemed by the Board to be in conformity with the Comprehensive Plan or latest Capital Program.

Examples include (but are not limited to):

- A down payment or earnest money for acquiring unusual buying opportunities
- Unforeseen repairs and maintenance
- Emergency responses to natural disasters
- Unforeseen purchases of necessary equipment
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 16, 2019

DATE ACTION REQUESTED: April 22, 2019

☑ ACTION
☐ DISCUSSION ONLY

SUBJECT: Process to Appointment to York Water District Board of Trustees

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: The Board needs to appoint someone to fill the remainder of the term of Andy Belliveau. The request from the York Water District for this action is attached.

This is an infrequent occurrence and the Board has no set process to accomplish this task. At the meeting of April 22nd, the Board should establish a process to follow. The reason this process is important is because several people have expressed an interest in being appointed. The Board must have a fair means of making its selection.

I recommend the Board interview each of the three people who have expressed an interest in serving. These interviews can be conducted on May 13th and the Board can make the appointment during the meeting that evening.

RECOMMENDATION: Interview the candidates at your next meeting and appoint one.

PROPOSED MOTION: I move to interview the candidates for appointment to the York Water District's Board of Trustees on May 13th, and to make the appointment at that meeting.

Prepared by Stephen H. Burns, Town Manager:
April 8, 2019

York Board of Selectmen Chair
Todd A. Frederick
186 York Street
York, Maine 03909

Re: Trustee Appointment

Dear Chairman Frederick,

In January of this year, Trustee Andrew Belliveau resigned, leaving a vacancy on our board. His term expires in May of 2021. As per the District’s Charter, an unexpired term shall be filled by the Board of Selectmen.

Just recently our board members met with Russell Peterson of 1 Harbor Lights, York Harbor. Russ has a BS degree from Husson University in Business Administration and an MBA in Finance from the Whittemore School of Business & Economics at the University of New Hampshire. Mr. Peterson started his investment industry work in 1995 with Advest, Inc. and has operated R. A. Peterson Associates, LLC as President from 2000 to this date. Prior to 1995, Mr. Peterson spent 25 years as a health care financial executive, most recently serving as CFO at York Hospital in York, Maine.

After conducting a lengthy interview with Mr. Peterson, the Board of Trustees overwhelmingly supports his appointment to fill this unexpired term.

We respectfully request the Board of Selectmen consider our recommendation and appoint Mr. Russell Peterson to fill Andrew Belliveau’s unexpired term.

Respectfully Submitted,

Stephen C. Rendall Jr.
YWD Board President

Cc: York Board of Trustees
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019  ACTION
DATE ACTION REQUESTED: April 22, 2019
DISCUSSION ONLY
SUBJECT: York’s Wild Kingdom Lease Agreement

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: The attached Lease Agreement is identical to the 2018 lease terms; only the dates were changed.

RECOMMENDATION:

PROPOSED MOTION: I moved to direct the Town Manager to sign the Lease Agreement with York’s Wild Kingdom for the portion of the parking lot that is partially located on York’s Wild Kingdom owned land 23 Railroad Avenue.

FISCAL IMPACT: $1

DEPARTMENT LINE ITEM ACCOUNT: 100.0108.8001

BALANCE IN LINE ITEM IF APPROVED:

PREPARED BY: Melissa M. Avery, Assistant to the Town Manager

REVIEWED BY:
Lease

This lease dated the 15th day of May 2019, by and between
York’s Wild Kingdom (herein after called
the Lessor) and the Town of York (herein after called the Lessee)

1) DEMISE; Lessor hereby demises to Lessee and Lessee hereby
hires from Lessor a parcel of land which has been
cleared for parking and which is adjacent to Lessee’s parking area.

2) TERM; The term of this lease shall be for a period
commencing May 1, 2019 and terminating on October 1, 2019

3) RENT: Lessee agrees to pay Lessor the sum of $1.00 as rent for the term of this lease, payable in full upon
signing of this lease.

4) TITLE: Lessor represents that they have the full right, power
and authority to enter into this lease for the term herein
granted.

5) INSURANCE: Lessee shall procure and maintain at it’s expense,
comprehensive public liability insurance on the demised
premises and hold Lessor harmless from any liability arising out of Lessee’s use of the premises.

6) PARKING; The premises shall be used exclusively by the Lessee and solely for the purpose of parking.
There shall be no dumping of leaves, rocks, gravel or anything else on this land. The Lessee shall be
responsible for keeping the premises free of debris and shall leave the premises in a clean condition at the
expiration of the term.

In witness whereof, the said parties have hereunto set their
hands and seals the day and year above written.

WITNESS

LESSOR

[Signature]
York’s Wild Kingdom

LESSEE

[Signature]
Town of York
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019

DATE ACTION REQUESTED: April 22, 2019

SUBJECT: Senior Citizens Advisory Board Appointments

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: As of tonight’s meeting the Board of Selectmen have interviewed the following candidates for the Senior Citizens Advisory Board:

James Plourde
Deborah Meyers
Sydney Wakefield
Elizabeth Maziarz
Lorraine Robbins Pardoe
Emily Cambray

Currently there is a vacancy to fill the remaining term (through June 30, 2020) of Bruce Rennie a Regular Member who resigned, and also a full-term Alternate position. Also note, the terms of Emily Cambray (Regular Member) and Deborah Meyers (Alternate Member) are up June 30, 2019.

RECOMMENDATION:

PROPOSED MOTION:
I move to appoint ______________ as a Regular Member to the Senior Citizens Advisory Board, with a term expiring June 30, 2020.
I move to appoint ______________ as an Alternate Member to the Senior Citizens Advisory Board, with a term expiring June 30, 2022.

PREPARED BY: Melissa M. Avery, Assistant to the Town Manager
REVIEWED BY: ______________
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<td>A Deborah J. Meyers</td>
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REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: April 18, 2019
DATE ACTION REQUESTED: April 22, 2019
SUBJECT: Special Event Permit Applications

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: During the Reoccurring Special Event Permit Application meeting with Department Heads, we also discussed and came to agreement on some new applications for 2019. If giving Board of Selectmen approval, the Special Event Applicants will be mailed a letter confirming their approval and stating any conditions given by Department Heads. All appropriate Departments have given approvals (some with conditions) for all of the Applications in the motion below.

Options available to the Board: 1) Approve the Special Event Permit Application listed below. 2) Deny the Special Event Permit Application listed below.

RECOMMENDATION: Approve the Special Event Permit Applications.

PROPOSED MOTION: I move to approve the following Special Event Permit Applications subject to all, if any, conditions given by Department Heads:

- The Chris Connors Fund – Salty’s 5K and 10K Road Race; April 28, 2019
- Grain Surfboards – Surf Re-Evolution; September 21, 2019
- York Parks and Recreation – Giant Community Yard Sale; June 29, 2019
- York Parks and Recreation – Edward Twins; July 19, 2019
- York Parks and Recreation – Concerts in the Park, Goodrich Park; June 28, 2019
- York Parks and Recreation – Concerts in the Park, Hartley Mason Park; July 12, 2019
- York Parks and Recreation – Concerts in the Park, Moulton Park; August 9, 2019
- York Parks and Recreation – Concerts in the Park, Sohier Park; July 17, 2019
- York Region Chamber of Commerce – Chili, Chowder and Chocolate Challenge; October 18, 2019
- York Parks and Recreation – End of Summer Concert; August 31, 2019

PREPARED BY: ___________________ REVIEWED BY: ___________________
THE TOWN OF
YORK, MAINE
186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

NOTE: This Application is in conjunction to the Town of York, Maine's Special Event Ordinance. Completed Applications and applicable Detal Request Sheets must be submitted to the Town Manager's Office located at the York Town Hall, 186 York Street, York, ME 03909 at least 30 days prior to the date of the event.

Event Information

Name of Event: Salty's 5k + 10k Road Race

Location of Event: Start/Finish at Harbor Beach

Date of Event: 4/28/19

Event Start Time: 9am

Event End Time: 10:30 am

Estimated Number of Participants/Attendents: 250

Insurance Certificate Included: No

Description of Event: The Chris Connors Fund will put on a 5k + 10k road race, with official timing/pace coordination.

Company, Families and entrants of all ages encouraged.

Is this a Recurring/Annual Event that has been approved in the past? Yes

Please choose the type of event: Town Sponsored Event, York Public Library or Utility District Event, Non-Profit Community Organization, Private or Commercial Event (Single Event or Initial Year).

List any equipment, decorations, food or beverage services to be used etc.: Tables/Water stations on Route - Tent with Awards + Food (Water, fruit, bagels, granola bars - Free) at Harbor Beach.

Will you be requesting the use of Town Equipment and/or Staff? Yes

Organization/Applicant Information

Name of Organization: The Chris Connors Fund

Name of Applicant: Emily Connors

Mailing Address for Organization/Applicant: 1 Firehouse Dr, York, ME 03909

Phone Number: 207-752-4531

E-Mail Address: emilyconnors@ymail.com

- CONTINUE TO BACK PAGE OF APPLICATION -
I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/Event Contact: Emily Connors

Signature

Date: 2-14-19

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<th>Department Contact Information</th>
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THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

RELEASE AND INDEMNITY AGREEMENT

In consideration of the permission given to the undersigned by the Town of York, Maine, allowing use of Town property for the event named: **Salty's 5K + 10K Road Race** on the following date(s): **4/28/19**, the Organization/Applicant: **The Chris Connors Fund**, the undersigned, does forever release, discharge and covenant to hold harmless the Town of York and any other person or agenda of said Town charged or chargeable with responsibility or liability for the use of Town property, their heirs, administrators, executors, successors and assigns, from any and all claims, demands, damages, costs, expenses, loss of service, actions and causes of action, arising out of any act of occurrence up to the present time, and particularly on account of all personal injury, disability, property damage, loss or damages of any kind sustained or that may hereafter be sustained, in consequence of the use by the above mentioned Organization/Applicant of said Town property on the date(s) specified.

The undersigned agrees, as a further consideration and inducement for this release and indemnity agreement, that it shall apply to all known, all unknown and any and all unanticipated injuries and damages directly and indirectly resulting from the use of Town property, as well as to those, which are presently foreseeable.

Applicant/ Event Contact: **Emmely Connors**

Signature

Date: **2-14-19**
Salty's 5k & 10k Road Race
Sponsored by The Chris Connors Fund

5k Road Route
- Start/Finish at Harbor Beach
  - Up Harbor Beach Rd.
  - Right onto York St.
  - Right onto Norwood Farms Rd.
  - Right onto Eastern Pt. Rd.
  - Stay Straight back onto Norwood Farms Rd.
  - Stay Straight onto Roaring Rock Rd.
  - Right onto York St.
  - Left onto Eureka Ave.
  - Stay straight onto Sheru Ln.
  - Left onto Woodbridge Rd.
  - Right onto York St.
  - Left onto Harbor Beach Rd.
  - Finish Harbor Beach
Salty’s 5k & 10k Road Race
Sponsored by The Chris Connors Fund

10k Road Route
- Start/Finish at Harbor Beach
  - Up Harbor Beach Rd.
  - Right onto York St.
  - Right onto Norwood Farms Rd.
  - Right onto Eastern Pt. Rd.
  - Stay Straight back onto Norwood Farms Rd.
  - Stay Straight onto Roaring Rock Rd.
  - Right onto York St.
  - Left onto Oceanside Ave.
  - Left on Acorn St.
  - Left on Beacon St.
  - Right onto York St.
  - Left onto Harbor Beach Rd.
  - Finish Harbor Beach
Hi,
Here is the CCF’s other proposed event.
A road race in York Harbor. We tried for Short Sands, but got denied by the Ellis Park Trust Board.

We are willing to work with the Departments of the Town to figure out the perfect race routes, if for some reason these are not feasible.
We would like to have the race by/near the water, have it be scenic... etc.

We will have a professional timing company, All Sports Events, and of course our 60+ volunteers there to make the day run smoothly!

Let me know if there are any questions.

Thank you

Emily Connors
207-752-4531
www.thechrisconnorsfund.com
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

NOTE: This Application is in conjunction to the Town of York, Maine’s Special Event Ordinance. Completed Applications and applicable Detail Request Sheets must be submitted to the Town Manager’s Office located at the York Town Hall, 186 York Street, York, ME 03909 at least 30 days prior to the date of the event.

Event Information

Name of Event: Surf Re-Evolution
Location of Event: Short Sands Ball Field  □ Event Route Included
Date of Event: 9/21/19  □ Insurance Certificate Included
Event Start Time: 12PM
Event End Time: 7PM
Estimated Number of Participants/Attendants: 400
Description of Event: A GATHERING OF SURFERS, ARTISTS, SHAPERS, CREATORS, MAKERS AND THE GENERAL PUBLIC, COMING TOGETHER TO SHARE THOUGHTS, LEARN NEW PROCESSES, EXPLORE MATERIALS AND SHARE STORIES. IT’S LOW KEY, HANDS-ON EVENT (CRAFT FAIR TYPE FEEL BUT WITH AN EMPHASIS ON SURFING) THAT IS FAMILY FRIENDLY.

Is this a Recurring/Annual Event that has been approved in the past? □ YES □ NO
Please chose the type of event: □ Town Sponsored Event  □ York Public Library or Utility District Event □ Non-Profit Community Organization  □ Private or Commercial Event (Single Event or Initial Year)
List any equipment, decorations, food or beverage services to be used etc.: □ WEED PLAN TO INVITE SEVERAL PRIVATELY HIRED FOOD VENDORS TO PARTICIPATE. IF WE COULD ACCESS SOME POWER FOR VENDORS, THAT WOULD BE GREAT.
Will you be requesting the use of Town Equipment and/or Staff: □ NO □ YES

Organization/Applicant Information

Name of Organization: GRAIN SURFBOARDS
Name of Applicant: MIKE LAVECCHIA
Mailing Address for Organization/Applicant: 73 WEBBER RD, YORK ME 03909
Phone Number: 207-457-5313  E-Mail Address: MIKE@GRAINSURFBOARDS.COM

- CONTINUE TO BACK PAGE OF APPLICATION -
Is the Organization a non-profit? □ NO  □ YES  501(C)(3) Number: ____________________________

Name of Event Contact: MIKE LAVECCHIA
Phone Number: 207-457-5313  E-Mail Address: MIKE@GRAINSURFBORDS.COM

Please read the following and sign to complete your application:

I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact: ____________________________  Date: 1/9/19

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Board of Selectmen

Town Manager for the Board of Selectmen    Date

Special Conditions
(Attached if Necessary)

YES  NO

Processed By: ____________________________  Received Date: ____________________________

Amount Received: $ ____________________________  □ Cash  □ Check #: ____________________________
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

RELEASE AND INDEMNITY AGREEMENT

In consideration of the permission given to the undersigned by the Town of York, Maine, allowing use of Town property for the event named: Surf Re-Evolution on the following date(s): 9/21/19, the Organization/Applicant: Surfboards, the undersigned, does forever release, discharge and covenant to hold harmless the Town of York and any other person or agenda of said Town charged or chargeable with responsibility or liability for the use of Town property, their heirs, administrators, executors, successors and assigns, from any and all claims, demands, damages, costs, expenses, loss of service, actions and causes of action, arising out of any act of occurrence up to the present time, and particularly on account of all personal injury, disability, property damage, loss or damages of any kind sustained or that may hereafter be sustained, in consequence of the use by the above mentioned Organization/Applicant of said Town property on the date(s) specified.

The undersigned agrees, as a further consideration and inducement for this release and indemnity agreement, that it shall apply to all known, all unknown and any and all unanticipated injuries and damages directly and indirectly resulting from the use of Town property, as well as to those, which are presently foreseeable.

Applicant/ Event Contact: [Signature]

Date: 1/6/19
SURF RE-EVOLUTION 2019
An annual event put on by the crew at Grain Surfboards

Mission Statement: *We embrace the notion that socially responsible, values-based businesses have the opportunity - some would say, responsibility - to model another way of doing business in the world. At Grain Surfboards we plan obsolescence out of our products and look to the past for inspiring ideas that can be re-evolved into something that exemplifies the values we've built our business upon.*

*Annually since 2011, at an event held at our old shop property to celebrate this idea, we gather together everyone we know that thinks like we do - and acts on it. Whether they're re-evolving materials, design, sustainability, a DIY attitude or something else, they're all helping the world to work a little differently than it has been, and we love 'em for it. We eat, drink, surf, contemplate art and ideas, and celebrate our mutual commitment to re-evolving ourselves and, hopefully - just a little - the world we're living and working in.*

While this is the first time we’re coming to the town looking for support for the event, it’s far from a new concept. For 6 years, Surf Re-Evolution had become an annual favorite for people from New York, New Jersey, North Carolina, California, Oregon and more all coming out to take part in an event they believe in.

Since our move in 2017, we no longer have the venue space to hold the event, but we’re looking to bring it back, include more community partner venues and potentially grow it in some new directions. We’d look forward to developing a long term relationship with the town to continue growing this event down the road.

This event is popular with surfers and non-surfers alike, is family-friendly and well known for the insane variety of activities that are included. Visitors are encouraged to wander around amongst visiting shapers and visit the DIY art stations, block printing table, wood-stove-fired surf-wax making exhibit, collage works, bicycle-powered sewing machine doing clothing repair on site. We’d also encourage visitors to enjoy everything that York Beach has to offer.

The event will wrap up around dark and participants will be encouraged to head over to SoMe’s new brewery in York Beach for drinks, some live music and surf films.

We have not yet obtained event insurance. However we have gotten event insurance in the past through our agent at Tapley and will be able to provide this closer to the event.

While details are still to be worked out, we anticipate requesting some low level help from the town including access to the concession stand for power needs, some assistance managing trash (though we work hard to make this a zero waste event), etc.

Presumably, and like our past events, we’d hire 1-3 private food trucks to come in and serve food to event participants.
For any questions, please reach out to Mike at 207-457-5313 or mike@grainsurfboards.com. Photos of some past events are included for reference.

Sincerely,

Mike

Grain Surfboards
Village Fire approval. This event was held in the Village District for several years. I do not recall any life safety or fire concerns regarding this event. The event took place on private property therefore I believe no special event permit was ever requested.

David

Good Morning

Attached is the Special Event Permit Application for a new event:
- Surf Re-Evolution; 9/21

Melissa M. Avery
Assistant to the Town Manager

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

Please consider the environment before printing this email.
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

NOTE: This Application is in conjunction to the Town of York, Maine’s Special Event Ordinance. Completed Applications and applicable Detail Request Sheets must be submitted to the Town Manager’s Office located at the York Town Hall, 186 York Street, York, ME 03909 at least 30 days prior to the date of the event.

Event Information

Name of Event: Edwards Twins

Location of Event: YHS Community Auditorium □ Event Route Included

Date of Event: Friday, July 19th Event Start Time: 7:30pm

Event End Time: 9:30pm

Estimated Number of Participants/Attendants: 550-700 □ Insurance Certificate Included

Description of Event: York Parks & Recreation is hosting the Edwards Twins in the YHS Community Auditorium on Friday, July 19th from 7:30pm-9:30pm. This is a ticketed event, so attendance numbers will be known at least two weeks in advance. The entire event will occur within the Auditorium. Choosing to submit a permit to make community partners aware of increased traffic prior and following the event. No assistance is needed during the event, beyond Parks & Recreation staff.

Is this a Recurring/Annual Event that has been approved in the past? □ YES □ NO

Please chose the type of event: ☑ Town Sponsored Event □ York Public Library or Utility District Event □ Non-Profit Community Organization □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: N/A

Will you be requesting the use of Town Equipment and/or Staff: ☑ NO □ YES * Not beyond P&R staff

Organization/Applicant Information

Name of Organization: York Parks and Recreation

Name of Applicant: Liz Cooper

Mailing Address for Organization/Applicant: 186 York Street York, ME 03909

Phone Number: 363-1040 E-Mail Address: lcooper@yorkmaine.org

Is the Organization a non-profit? ☑ NO □ YES 501(C)(3) Number: Click here to enter text.
Name of Event Contact: **Liz Cooper, Special Events Coordinator**

Phone Number: **363-1040**  
E-Mail Address: lcooper@yorkmaine.org

*Please read the following and sign to complete your application:*

I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact:  

**Date:** 2/6/2019

**Board of Selectmen**

Town Manager for the Board of Selectmen  

Date  

Special Conditions  
(Attached if Necessary)

YES  NO

Processed By:  

Received Date:  

Amount Received: $  

☐ Cash  

☐ Check #:
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

NOTE: This Application is in conjunction to the Town of York, Maine’s Special Event Ordinance. Completed Applications and applicable Detail Request Sheets must be submitted to the Town Manager’s Office located at the York Town Hall, 186 York Street, York, ME 03909 at least 30 days prior to the date of the event.

Event Information

Name of Event: Giant Community Yard Sale

Location of Event: York Beach Ball Field □ Event Route Included

Date of Event: Saturday, June 29, 2019
Event Start Time: 8:00am
Event End Time: 2:00pm

Estimated Number of Participants/Attendants: 200 □ Insurance Certificate Included

Description of Event: York Parks & Recreation is hosting its first Giant Community Yard Sale on the York Beach Ball Field. Community members will reserve spaces at least two weeks prior to event date and be assigned a specific vending location. The general public, shoppers, will be given free entry into the field. The Yard Sale will take place on Saturday, June 29th, with a rain date of Sunday, June 30th. The event will run from 8am-2pm, with vendors/sellers beginning set-up at 6:30am.

Is this a Recurring/Annual Event that has been approved in the past? □ YES ❌ NO

Please chose the type of event: ❌ Town Sponsored Event □ York Public Library or Utility District Event

□ Non-Profit Community Organization □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: N/A

Will you be requesting the use of Town Equipment and/or Staff: ❌ NO □ YES * Not beyond P&R staff

Organization/Applicant Information

Name of Organization: York Parks and Recreation

Name of Applicant: Liz Cooper

Mailing Address for Organization/Applicant: 186 York Street York, ME 03909

Phone Number: 363-1040 E-Mail Address: lcooper@yorkmaine.org
Is the Organization a non-profit? ☒ NO ☐ YES 501(C)(3) Number: Click here to enter text.

Name of Event Contact: **Liz Cooper, Special Events Coordinator**

Phone Number: **363-1040**  E-Mail Address: lcooper@yorkmaine.org

*Please read the following and sign to complete your application:*

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Applicant/ Event Contact:  

Date: **2/6/2019**

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**Board of Selectmen**

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**Processed By:** __________________________  **Received Date:** __________________________

Amount Received: $ ___________________  ☐ Cash  ☐ Check #: ___________________
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

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Event Information

Name of Event: **Concerts in the Park, Goodrich Park**

Location of Event: **Goodrich Park** □ Event Route Included

Date of Event: **Friday, June 28th**

Event Start Time: **6:00 pm**

Event End Time: **7:00 pm**

Estimated Number of Participants/Attendants: **100** □ Insurance Certificate Included

Description of Event: **Free, public concert in York’s parks; Friday, June 28th is at Goodrich Park. Parking will be available at Grant House.**

Is this a Recurring/Annual Event that has been approved in the past? □ YES ☒ NO

Please chose the type of event: ☒ Town Sponsored Event □ York Public Library or Utility District Event

□ Non-Profit Community Organization □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: **N/A**

Will you be requesting the use of Town Equipment and/or Staff: ☒ NO □ YES

Organization/Applicant Information

Name of Organization: **York Parks and Recreation**

Name of Applicant: **Liz Cooper**

Mailing Address for Organization/Applicant: **186 York Street York, ME 03909**

Phone Number: **363-1040**

E-Mail Address: lcooper@yorkmaine.org

Is the Organization a non-profit? ☒ NO □ YES 501(C)(3) Number: Click here to enter text.

Name of Event Contact: **Liz Cooper, Special Events Coordinator**
Please read the following and sign to complete your application:

I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact:  

Date: 2/12/2019

Department Contact Information

Code Enforcement: (207) 363-1002  
Police Department: (207) 363-1031

Village Fire Department: (207) 363-1015  
Beach Fire Department: (207) 363-1014

York Sewer District: (207) 363-4232  
York Water District: (207) 363-2265

Public Works Department: (207) 363-1010  
Parks and Recreation: (207) 363-1040

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Board of Selectmen

Town Manager for the Board of Selectmen  

Date

Special Conditions (Attached if Necessary)  

YES  NO

Processed By:  

Received Date:  

Amount Received: $  

Cash  

Check #:  


THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

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Event Information

Name of Event: **Concerts in the Park, Hartley Mason**

Location of Event: **Hartley Mason**  □ Event Route Included

Date of Event: **Friday, July 12, 2019**  
Event Start Time: **6:00 pm**  
Event End Time: **7:00pm**

Estimated Number of Participants/Attendants: **100**  □ Insurance Certificate Included

Description of Event: **Free, public concert in York’s parks. Friday, July 12th is at Hartley Mason. Parking will be available along York Harbor and York Street.**

Is this a Recurring/Annual Event that has been approved in the past?  □ YES  ☒ NO

Please chose the type of event:  ☒ Town Sponsored Event  □ York Public Library or Utility District Event  
□ Non-Profit Community Organization  □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: **N/A**

Will you be requesting the use of Town Equipment and/or Staff:  ☒ NO  □ YES

Organization/Applicant Information

Name of Organization: **York Parks and Recreation**

Name of Applicant: **Liz Cooper**

Mailing Address for Organization/Applicant: **186 York Street York, ME 03909**

Phone Number: **363-1040**  
E-Mail Address: **lcooper@yorkmaine.org**

Is the Organization a non-profit?  ☒ NO  □ YES  501(C)(3) Number: Click here to enter text.

Name of Event Contact: **Liz Cooper, Special Events Coordinator**
Phone Number: **363-1040**  
E-Mail Address: **lcooper@yorkmaine.org**

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Applicant/ Event Contact:  

Date: **2/12/2019**

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### Board of Selectmen

- **Town Manager for the Board of Selectmen**  
- **Date**

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Processed By:  

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SPECIAL EVENT PERMIT APPLICATION

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Event Information

Name of Event: **Dog Days of Summer**

Location of Event: **York Beach Ball Field** □ Event Route Included

Date of Event: **Saturday, August 17, 2019** Event Start Time: **10:00 am**

Event End Time: **3:00 pm** □ Insurance Certificate Included

Estimated Number of Participants/Attendants: **300+**

Description of Event: **This dog themed event will include 8-10 vendors showcasing dog themed items, for both animals and their owners. There will be demonstrations throughout the day, including from a search & rescue organization and a local training facility (It’s a Dog’s World). 3-4 local animal adoption groups will be on site with adoptable animals. Other dog related associations, like Canine Companions, will be present to share information. The YPD K9 unit, animal control and other town individuals will be present to share information, policies etc. The general public is welcome to bring their dogs, but they must be leashed. In anticipation of this event being popular, there will be signage to indicate that at any time the capacity may be reached, and dogs are no longer able to enter the premises. Food and beverage will be for sale either from the concession stand or a privately arranged food truck.**

Is this a Recurring/Annual Event that has been approved in the past? □ YES ☒ NO

Please chose the type of event: ☒ Town Sponsored Event □ York Public Library or Utility District Event

□ Non-Profit Community Organization □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: **N/A**

Will you be requesting the use of Town Equipment and/or Staff: □ NO ☒ YES

Organization/ Applicant Information

Name of Organization: **York Parks and Recreation**
Name of Applicant: **Liz Cooper**  Mailing Address for Organization/Applicant: **186 York Street York, ME 03909**

Phone Number: **363-1040**  E-Mail Address: **lcooper@yorkmaine.org**

Is the Organization a non-profit?  ☒ NO  ☐ YES  501(C)(3) Number: Click here to enter text.

Name of Event Contact: **Liz Cooper, Special Events Coordinator**

Phone Number: **363-1040**  E-Mail Address: **lcooper@yorkmaine.org**

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**Board of Selectmen**

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**Special Conditions**  
(Attached if Necessary)  
YES NO
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

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Event Information

Name of Event: **Concerts in the Park, Moulton Park**

Location of Event: **Moulton Park** □ Event Route Included

Date of Event: **Friday, August 9, 2019**

Event Start Time: **6:00 pm**

Event End Time: **7:00 pm**

Estimated Number of Participants/Attendants: **100** □ Insurance Certificate Included

Description of Event: **Free, public concert in York’s parks. Friday, August 9th is at Moulton Park. Parking will be available along York Street.**

Is this a Recurring/Annual Event that has been approved in the past? □ YES ☒ NO

Please chose the type of event: ☒ Town Sponsored Event □ York Public Library or Utility District Event

□ Non-Profit Community Organization □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: **N/A**

Will you be requesting the use of Town Equipment and/or Staff: ☒ NO □ YES

Organization/Applicant Information

Name of Organization: **York Parks and Recreation**

Name of Applicant: **Liz Cooper**

Mailing Address for Organization/Applicant: **186 York Street York, ME 03909**

Phone Number: **363-1040**

E-Mail Address: **lcooper@yorkmaine.org**

Is the Organization a non-profit? □ NO ☒ YES 501(C)(3) Number: Click here to enter text.

Name of Event Contact: **Liz Cooper, Special Events Coordinator**
I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact: 

Date: 2/12/2019

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Public Works Department: (207) 363-1010  Parks and Recreation: (207) 363-1040

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**Board of Selectmen**

*Town Manager for the Board of Selectmen*  Date

**Special Conditions**

(Attached if Necessary)  YES  NO

Processed By:  Received Date:  
Amount Received: $  □ Cash  □ Check #:  ________
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

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Event Information

Name of Event: **Concerts in the Park, Sohier Park**

Location of Event: **Sohier Park**  □ Event Route Included

Date of Event: **Saturday, July 27, 2019**  
Event Start Time: **6:00 pm**  
Event End Time: **7:00pm**

Estimated Number of Participants/Attendants: **100**  □ Insurance Certificate Included

Description of Event: **Free, public concert in York’s parks. Friday, July 27th at Sohier Park. Parking will be available at Sohier Park.**

Is this a Recurring/Annual Event that has been approved in the past?  □ YES  ☒ NO

Please chose the type of event:  ☒ Town Sponsored Event  □ York Public Library or Utility District Event  
□ Non-Profit Community Organization  □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: **N/A**

Will you be requesting the use of Town Equipment and/or Staff:  ☒ NO  □ YES

Organization/Applicant Information

Name of Organization: **York Parks and Recreation**

Name of Applicant: **Liz Cooper**

Mailing Address for Organization/Applicant: **186 York Street York, ME 03909**

Phone Number: **363-1040**  
E-Mail Address: **lcooper@yorkmaine.org**

Is the Organization a non-profit?  ☒ NO  □ YES  501(C)(3) Number: Click here to enter text.

Name of Event Contact: **Liz Cooper, Special Events Coordinator**
I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact: ____________________________ Date: 2/12/2019

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<td>Water District</td>
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<td>Sewer District</td>
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### Board of Selectmen

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<th>Town Manager for the Board of Selectmen</th>
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Processed By: ____________________________ Received Date: ____________________________
Amount Received: $ ____________________________ □ Cash □ Check #: ____________________________
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

NOTE: This Application is in conjunction to the Town of York, Maine’s Special Event Ordinance. Completed Applications and applicable Detail Request Sheets must be submitted to the Town Manager’s Office located at the York Town Hall, 186 York Street, York, ME 03909 at least 30 days prior to the date of the event.

Event Information

Name of Event: Chili, Chowder & Chocolate Challenge

Location of Event: Short Sands Ballfield

Date of Event: Friday, October 18, 2019

Event Start Time: 5:00 pm

Event End Time: 8:00 pm

Estimated Number of Participants/Attendants: 300

□ Insurance Certificate Included

Description of Event: Area restaurants will provide sample tastings to compete for the title in each category

Is this a Recurring/Annual Event that has been approved in the past? ☑ YES □ NO

Please chose the type of event: □ Town Sponsored Event □ York Public Library or Utility District Event

☑ Non-Profit Community Organization □ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: Using the tent already set up for Harvestfest for chili, chowder & chocolate tasting, soda and water will be available for purchase

Will you be requesting the use of Town Equipment and/or Staff: □ NO ☑ YES

Organization/Applicant Information

Name of Organization: York Region Chamber of Commerce

Name of Applicant: Holly Roberts

Mailing Address for Organization/Applicant: 1 Stonewall Lane, York, ME 03909

Phone Number: 207-363-4422

E-Mail Address: holly@yorkme.org

- CONTINUE TO BACK PAGE OF APPLICATION -
Is the Organization a non-profit? □ NO  ☑ YES  501(C)(3) Number: 501 C 6

Name of Event Contact: Holly Roberts

Phone Number: 207-363-4422  E-Mail Address: holly@yorkme.org

Please read the following and sign to complete your application:

I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact: Holly Roberts  Date: 2/4/19

Department Contact Information

| Code Enforcement: (207) 363-1002 | Police Department: (207) 363-1031 |
| Village Fire Department: (207) 363-1015 | Beach Fire Department: (207) 363-1014 |
| York Sewer District: (207) 363-4232 | York Water District: (207) 363-2265 |
| Public Works Department: (207) 363-1010 | Parks and Recreation: (207) 363-1040 |

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Amount Received: $  □ Cash  □ Check #: 
THE TOWN OF

YORK, MAINE
186 York Street, York, Maine 03909

RELEASE AND INDEMNITY AGREEMENT

In consideration of the permission given to the undersigned by the Town of York, Maine, allowing use of Town property for the event named: Chili, Chowder & Chocolate Challenge on the following date(s): October 18, 2019, the Organization/Applicant: York Region Chamber of Commerce, the undersigned, does forever release, discharge and covenant to hold harmless the Town of York and any other person or agenda of said Town charged or chargeable with responsibility or liability for the use of Town property, their heirs, administrators, executors, successors and assigns, from any and all claims, demands, damages, costs, expenses, loss of service, actions and causes of action, arising out of any act of occurrence up to the present time, and particularly on account of all personal injury, disability, property damage, loss or damages of any kind sustained or that may hereafter be sustained, in consequence of the use by the above mentioned Organization/Applicant of said Town property on the date(s) specified.

The undersigned agrees, as a further consideration and inducement for this release and indemnity agreement, that it shall apply to all known, all unknown and any and all unanticipated injuries and damages directly and indirectly resulting from the use of Town property, as well as to those, which are presently foreseeable.

Applicant/Event Contact: Signature

Date: 2/14/19
Good morning Owen, Matt and Dave,
This year the town requires all special event permits be submitted by Feb. 15. Before we can submit our applications we need sign off from our safety departments. I have attached both permit applications for your review.

The Harvestfest event has details attached but the piece that needs updating is highlighted in yellow. We do not plan any changes to Harvestfest, Saturday, October 19, 2019.

We are planning a new event on the Friday night prior to Harvestfest, October 18, from 5-7 pm under the big tent. We plan to hold a Chili, Chowder, Chocolate tasting and judging event. We plan to sell 300 tickets to the event. The parking area across from the York Beach Fire Station will be blocked off by then for Harvestfest. We plan to advertise parking is available along Railroad Avenue and Ellis Park. We are not sure what is required from the safety departments for this. Please advise.

I will follow up with both of you on Monday the 11th, as I only have until Friday to get these permits submitted.
Thanks very much,
Holly

Holly Roberts
Executive Director
holly@yorkme.org
207-363-4422
www.gatewayomaine.org

York Region Chamber of Commerce is an independent, not-for-profit organization whose mission is to promote the growth and general prosperity of Southern Maine.
THE TOWN OF

YORK, MAINE

186 York Street, York, Maine 03909

SPECIAL EVENT PERMIT APPLICATION

NOTE: This Application is in conjunction to the Town of York, Maine’s Special Event Ordinance. Completed Applications and applicable Detail Request Sheets must be submitted to the Town Manager’s Office located at the York Town Hall, 186 York Street, York, ME 03909 at least 30 days prior to the date of the event.

Event Information

Name of Event: **End of Summer Concert**

Location of Event: **Long Sands Bath House Back Patio**

Date of Event: **Saturday, August 31, 2019**

Event Start Time: **11:30am**

Event End Time: **1:30pm**

Estimated Number of Participants/Attendants: **250**

Description of Event: **Offering residents and visitors an end of summer concert on the new Bath House rear patio. The band has confirmed/verified the location, their audio needs (will be using all their equipment) and what’s available is sufficient. They’ll be completing two 45 minutes sets with a break in the middle, beginning at 11:30am. Times have been checked and their performance time(s) coincide with low tide, if patrons desire to sit near or aware from the group. The band will only be using the patio from the pillars towards the beach, so patrons will have unobstructed access to the Bath House. The band will be playing 80s to today covers and will play family-friendly content. The band is aware that they’re responsible for parking and will load their equipment at about 11am.**

Is this a Recurring/Annual Event that has been approved in the past? ☒ YES ☐ NO

Please chose the type of event: ☒ Town Sponsored Event ☐ York Public Library or Utility District Event ☐ Non-Profit Community Organization ☐ Private or Commercial Event (Single Event or Initial Year)

List any equipment, decorations, food or beverage services to be used etc.: **None**

Will you be requesting the use of Town Equipment and/or Staff: ☒ NO ☐ YES

Organization/Applicant Information

Name of Organization: **York Parks and Recreation**

Name of Applicant: **Liz Cooper**
Mailing Address for Organization/Applicant: 186 York Street York, ME 03909

Phone Number: 363-1040  E-Mail Address: lcooper@yorkmaine.org

Is the Organization a non-profit? ☒ NO  ☐ YES  501(C)(3) Number: Click here to enter text.

Name of Event Contact: Liz Cooper, Special Events Coordinator

Phone Number: 363-1040  E-Mail Address: lcooper@yorkmaine.org

Please read the following and sign to complete your application:
I have read and understand the Special Event Permit Ordinance and corresponding regulations. Everything I have stated on this application is correct to the best of my knowledge and I have authority on behalf of the firm or agency holding this event to commit it to the statements contained herein. This permit, if granted, is not transferable and is revocable at any time at the discretion of the Town of York. The Town reserves the right to require municipal services as reasonably deemed necessary by Town staff. If Town materials/equipment/motorized vehicles, are needed for the event, a deposit may be required, with the deposit based on the cost of materials/equipment borrowed. Failure to comply with the terms of a special event application approval/or deviation from the approval without the consent of a designated Town Official may prohibit the event and/or special event applicant from holding future events in the Town of York.

Applicant/ Event Contact:

Date: 1/31/2019

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