1. Board Of Selectmen's Meeting Materials

   Documents:

   BOS MEETING PACKET 2020-07-6.PDF
Call to Order

Pledge of Allegiance

A. Consent Agenda
   1. June 29, 2020 Meeting Minutes
   2. Business License Renewals
      • The Union Bluff Meeting House

B. Minutes

C. Chairman’s Report

D. Manager’s Report

E. Awards

F. Reports

G. Citizens’ Forum – E-mailed input only. No in person testimony allowed at this meeting. Please use the form ‘Ask a question to the Board of Selectmen for Citizen’s Forum (non-confidential)’ on the yorkmaine.org website under Government/Board of Selectmen. (This form is used if you have a question for the BOS for Citizen's Forum in their upcoming BOS meetings. This is non-confidential and can be put in the packet and on the website under Meeting Materials. However, your address, phone number and email will remain confidential). Please keep to a limit of 300 words or less.

H. Public Hearings

I. Endorsements

J. Old Business
   2. Action: Signs at Town War Memorials
3. Action: Adoption of Proclamation Against Racism in Our Community
4. Action: Re-opening of Town Parks and Facilities

K. **New Business**
   1. Action: Request for Trailer During Construction - 69 Middle Pond Rd.
   2. Action: Special Event Permit- Fill the Helmet

L. **Future Agendas**

M. **Other Business**

N. **Citizens' Forum**

**Adjourn**
Board of Selectmen’s Consent Agenda
July 6, 2020

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. June 29, 2020 Meeting Minutes
2. Business License Renewals
   • The Union Bluff Meeting House

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
6:30/7:00 PM, MONDAY, JUNE 29, 2020
VIRTUAL ONLY – Channel 1302 or Town Hall Streams

6:30 PM – Executive Session per Title 1 MRS §405.6(C) regarding Real Estate

Present: Chairman Todd A. Frederick, Vice Chairman Robert E. Palmer, Jr., Marilyn A. McLaughlin, Elizabeth Blanchard, Mike Estes

Others Present: Town Manager Stephen H. Burns

Moved by Mike Estes, seconded by Elizabeth Blanchard to enter into executive session at 6:30 pm. Vote 5-0, motion passes

Moved by Mike Estes, seconded by Elizabeth Blanchard to exit out of executive session at 7:00 pm. Vote 5-0, motion passes

7:00 PM – Regular Meeting

Present: Chairman Todd A. Frederick, Vice Chairman Robert E. Palmer, Jr., Marilyn A. McLaughlin, Elizabeth Blanchard, Mike Estes

Others Present: Town Manager Stephen H. Burns, Director of Human Resources and Assistant Town Manager Kathryn Lagasse, Director of GIS and Technology Brett Horr, Seacoast Online reporter Dan Bancroft, Assistant to the Town Manager Diana Janotos, Public Works Director Dean Lessard, Town Clerk Mary-Anne Szeniawski, Code Enforcement Officer Amber Harrison

Call to Order

Chairman Todd A. Frederick called the meeting to order at 7:00 PM.

Pledge of Allegiance

A. Consent Agenda
   1. June 22, 2020 Meeting Minutes
   2. Business License Renewals
      • Walkers Maine

Moved by Robert Palmer, seconded by Marilyn McLaughlin to accept the Consent Agenda with the following changes on Page 3, item E, vote should be 4-0 and also a note that Mike Estes left the meeting during the fuel bid and then came back to eliminate a conflict of interest. Vote 5-0, motion passes
B. Minutes

C. Chairman’s Report

- Elizabeth Blanchard was on the beach on the weekend with family and met one of the beach ambassadors. She only saw one instance of a tent that shouldn’t have been up. People seem to like having the beach ambassadors around and available.

- Robert Palmer discussed Hannaford and their mask procedures and had the Town Manager, Stephen Burns follow up with them. The General Manager did understand the requirements and put up appropriate signage, but the Corporation did not want to enforce that. They said it was hard to enforce masks. Other businesses are trying though and is frustrated that Hannaford doesn’t even try. They are an essential business. His family is going to do their shopping somewhere else. The Seawall is probably not going to be finished until end of August. Saw Thursday no work had been done. Emailed Dean Lessard, Director of Public Works. He had said high tide messed things up and this week the contractor is not working. There should maybe be flexible hours in the contract, maybe start earlier or later depending on tides. He would like a copy of the contract with Labreque and the bid request and who else bid on it and when we accepted it from the Town Manager, Stephen Burns and Director of Public Works Dean Lessard.

- Marilyn Mclaughlin Thanks everyone for stepping up and the talk of racial equality continues. Nice to see people continuing the discussion and look forward to being part of that.

- Mike Estes has nothing to report this week

- Todd A. Frederick discussed that the vote is coming up in the next few weeks, there have been questions about the 80 or so warrant articles. Voter guide is out there on the website. For future meetings, under Citizen’s Form, we will have an under three-minute rule and have only 300 written words or less. Continues to visit beach and can see the beach ambassadors walking around. Trash is non-existent. The umbrella rules are working. Also frustrated that the Seawall is taking a long time to complete. As soon as we can automate Townhall the better.

D. Manager’s Report

- Amber Harrison presents the Community Recognition Awards
  1. Peter Hughes, nominated by the York Chamber of Commerce for donating his time and material to restring the US Flagpole

  2. Richard Hiltunen, RCH Paving and Driveway Sealing, donating his time and material for crack filling and sealcoating the entire York Region Chamber of Commerce parking area
3. Barbara Campbell, an all-around fantastic community volunteer, committee member and volunteer at the Center for Active Living

4. Jen Woods, Woody’s Restaurant, donating lunches and lunch bags to the York School Department Nutrition Program

- Hannaford added more signage that Corporate has enforced. They have cut their capacity in half of what Corporate said they could have. The manager is kind of caught in the middle of everything.

- Working on proposal to automate business licensing

- Parks and Rec. and Police reports. Things are going pretty well and a good week in general. Dean Lessard and I are getting some complaints from the businesses about needing trash cans. Parking meter revenues at 80k, Ellis Park at 60k, usually Ellis Park drives this. 1,000 parking tickets will bring in some money, they are down from the usual.

- Stephen Burns read all the names on the signs posted at Little Parade that died of police brutality -
  - Aiyana Jones
  - Clifford Glover
  - Tamir Rice
  - Sandra Bland
  - Jamal Rollans
  - David McAtee
  - Stephon Clark
  - Jonathan Ferrell
  - Atatiana Jefferson
  - Oscar Ramp
  - Samuel Dubose
  - Corey Jones
  - Walter Scott
  - Renisha McBride
  - Breonna Taylor
  - Randy Evans
  - Travon Martin
  - Rekia Boyd
  - Mike Brown
  - Terrence Crutcher
  - Rayshard Brooks
  - John Crawford
  - Jean Bothen
  - George Floyd
E. **Awards**

F. **Reports**
   1. Voting Process Update
   2. Street Scan Presentation

G. **Citizens’ Forum**
   Public Comment –
   1. Michael Ferreira
   2. Carole Allen
   3. Peggy Stallings Gregory
   4. Peter Goodwin
   5. Joe

H. **Public Hearings**
   1. New Business Licenses
   - York Street Tacos and Provisions
   - Café Tulip
   - Nevada Motel

   Moved by Elizabeth Blanchard, seconded by Mike Estes to approve the new business licenses. Vote 5-0, motion passes

I. **Endorsements**

J. **Old Business**
   1. Action: Real Estate
      Moved by Elizabeth Blanchard, seconded by Robert Palmer to move to direct the Town Manager on behalf of the town to sign the agreement with First Parish church and to authorize the Town Manager to execute all subsequent documents required of the town to fulfill the agreement. There is a short amendment that requires the church to maintain the old burial ground. Vote 5-0, motion passes

K. **New Business**
   1. Discussion: Signs Near War Memorials

   2. Action: Receive Keep Maine Healthy Award
      Moved by Marilyn McLaughlin, seconded by Robert Palmer to accept State funds under the Keep Maine Healthy Municipal COVID-19 Awareness Campaign. Vote 5-0, motion passes

   3. Discussion: Next Steps in Combating Racism

   4. Action: Committee Appointments
      Moved by Marilyn McLaughlin, seconded by Robert Palmer to appoint Hilary Clark as a Regular member to the Recycling Committee, with a term expiring June 30, 2023. Vote 5-0, motion passes
Moved by Marilyn McLaughlin, seconded by Elizabeth Blanchard to appoint James Kences as an Alternate member to the Conservation Commission, with a term expiring June 30, 2022. Vote 5-0, motion passes

Moved by Marilyn McLaughlin, seconded by Robert Palmer to appoint Mary Lou Dopart as an Alternate member to the Conservation Commission, with a term expiring June 30, 2023. Vote 5-0, motion passes

Moved by Marilyn McLaughlin, seconded by Elizabeth Blanchard to re-appoint Michael Morgillo as the Chair and Regular member to the Conservation Commission, with a term expiring June 30, 2023. Vote 5-0, motion passes

L. Future Agendas

- July 6th under Old Business, financial security reduction for Johnny’s Way
- Taking action on the signs at the town memorials
- Adoption of proclamation against racism in our community
- Under New Business a request for a trailer during construction at 69 Middle Pond Rd.
- July 13th we have the York Diversity Forum coming in for a report and some interviews for committees starting at 6:30
- Public hearings on 3 zoning amendments
- School resource officer report (Mike Estes)
- Ogunquit Road, large development coming in that will impact traffic, would like it to be brought up for discussion (Marilyn McLaughlin)
- How are we going to bring IT into the Townhall and would like to hear the process and what will happen in the next 6 months from the Town Manager Stephen Burns as a report (Mike Estes)
- Report from Parks and Rec. on their programs (Todd A. Frederick)

M. Other Business

N. Citizens' Forum
Public Comment –
1. Nan Graves
2. Steve Reid
3. Mary-Anne Szeniawski

Adjourn

Chairman Todd A. Frederick adjourned the meeting at 9:58 PM. Without objection, so ordered.

Respectfully Submitted,

Diana Janetos
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: Two Pears Inc
Street Address: 7 Beach St
Business Owner: MARY JANE MERRITT
Mailing Address: 17 Pine's Head Lane
Phone Number: 
E-mail Address: 

Business Manager: BRENT MERRITT
Mailing Address: P.O. Box 1860
Phone Number: (207) 363-1333 x103
E-mail Address: brent@unionbluff.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: 8

Food and Beverage:
- [ ] Food Service License (C/F)

Number of Seats: 255 (Existing / Proposed)
- [ ] Liquor License (F/P)
- [ ] Bottle Club License (F/P)

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

Miscellaneous:
- [ ] Transient Seller's License (P)
- [ ] Flea Market License (C)
- [ ] Junkyard, Auto Graveyard/Recycling License (C/F/P)
- [ ] Medical Marijuana (P)
- [ ] 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 -
Provide the following information about any relevant State licenses:

<table>
<thead>
<tr>
<th>STATE LICENSE INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID Number(s):</td>
</tr>
<tr>
<td>Expiration Date(s):</td>
</tr>
<tr>
<td>Classification(s):</td>
</tr>
</tbody>
</table>

FEES: Each application will incur a $60 fee, plus $30 for each license after the first. All NEW applications will have an additional $50 fee, and all license amendments will have a $25 fee. All fees are to be paid at time of submittal and shall be non-refundable. Cash or Check only; Please make check payable to Town of York.

Please read the following and sign to complete your application:
I understand that a license is required before operating or conducting any business or activity governed by the Town’s Business Licensing Ordinance and that ongoing compliance with the provisions of the Town’s Business Licensing Ordinance and other applicable Town codes is required throughout the entire license period.

I understand that this Business License Application must be filled out completely, all fees must be paid, and all necessary department inspections must be completed and passed before the license(s) will be considered by the Board of Selectmen.

Business Owner: [Signature] Have you ever been convicted of a Felony? YES NO

Business Manager: [Signature] Have you ever been convicted of a Felony? YES NO

(If either person has a Felony conviction, please attach an explanation of the circumstances)

FOR OFFICE USE ONLY

<table>
<thead>
<tr>
<th>FEES</th>
<th>Amount</th>
<th>Map - Lot:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application and First License ($60)</td>
<td>60</td>
<td>Processed By: A. H.</td>
</tr>
<tr>
<td>Subsequent Licenses ($30 each)</td>
<td>90</td>
<td>Received Date: 6/26/20</td>
</tr>
<tr>
<td>New License Fee ($50)</td>
<td></td>
<td>Amount Received: $150.00</td>
</tr>
<tr>
<td>License Amendment ($25)</td>
<td></td>
<td>Check # 25940 or Cash</td>
</tr>
<tr>
<td>Other:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL DUE</td>
<td>$150</td>
<td>LICENSE #:</td>
</tr>
</tbody>
</table>

Department Approvals

<table>
<thead>
<tr>
<th>Department Approvals</th>
<th>Date of Approval</th>
<th>Department Approvals</th>
<th>Date of Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Code Enforcement</td>
<td></td>
<td>Sewer</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td></td>
<td>Water</td>
<td></td>
</tr>
<tr>
<td>Police</td>
<td></td>
<td>Tax Collector</td>
<td></td>
</tr>
</tbody>
</table>

Board of Selectmen

Town Manager for the Board of Selectmen Date

Special Conditions
(Attached if Necessary)
YES NO
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: June 30, 2020

DATE ACTION REQUESTED: July 6, 2020

☐ ACTION
☐ DISCUSSION ONLY

SUBJECT: Clay Hill Subdivision Partial Release of Irrevocable Letter of Credit for Johnny’s Way

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Clay Hill Subdivision was an approved 13 lot subdivision off Clay Hill Road. An irrevocable letter of credit was submitted to address one of the phases/roads of the subdivision to be built, specifically “Johnny’s Way.” That road, as part of the subdivision is almost complete.

RECOMMENDATION: The Board of Selectmen wanted the Director of Public Works (Dean) to review and comment on the request to partially release the irrevocable letter of credit for construction improvements to Johnny’s Way. Based on his review (see attached email verification) approve the reduction of $95,250.00 from the total ($186,190.00) irrevocable letter of credit amount so that the remaining amount of money in the account to complete the road/public improvements is $90,940.00. The remaining money as part of the performance guarantee will be utilized by the town if the developer is unable to finish the public improvement elements of the approved project (stormwater improvements, erosion control, final base paving etc.).

PROPOSED MOTION: Motion to reduce the irrevocable letter of credit regarding construction and improvements for Johnny’s Way, a road and phase of the Clay Hill Subdivision approval, in the amount of $95,250.00.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

PREPARED BY: Dylan Smith, Planning Director    REVIEWED BY: [Signature]
Hi Dylan,
I have reviewed the request from the Developer. I believe their bond reduction request is reasonable.

Thanks
Dean

Dean A. Lessard, P.E. | Director of Public Works
Town of York, Maine
186 York Street | York, Maine 03909
Phone: (207) 363-1010, Ext. 6201
Fax: (207) 363-1012
E-Mail: dlessard@yorkmaine.org
Online: www.yorkpublicworks.org

Hi Dean,

Thanks for working with the developer Dave Lauze and Johnny’s Way regarding their desired bond reduction. The attached letter represents their desired reduction. Essentially stating/requesting $95,250 be deducted from the Letter of Credit of $186,190, which would leave an amount of $90,940 in the account until such time another formal reduction request is submitted by the developer and is evaluated by the Town. Please let me know if this meets your needs for the time being, of which I believe it did, but figured this is a little more formal.

Thanks,
Dylan

Dylan L. Smith
Planning Director
Town of York
186 York Street
York, Maine 03909
(207) 363-1007
Date: June 24, 2020

Dylan L. Smith  
Planning Director  
Town of York, Maine 03909  

Re: Johnny’s Way Bond Reduction

Dylan,
Thank You for helping us with directions on handling a bond reduction in these times of COVID-19. I  
David Lauze Developer of Jefferson Homes, Inc would like to request a bond reduction for work  
completed on Johnny’s Way.

It is our intention to eventually have Johnny’s Way accepted as a town road. In doing this we have hired  
Civil Consultants to do our inspections once we found out what would be needed in order to have an  
accepted road in York. Civil Consultants has done our inspections and reports attached. A Letter of  
approval that road is being built to plans approved by the planning board. Please see all reports.

We are asking for a bond reduction in the amount of $95,250 off the Letter of Credit $186,190  
submitted July 11, 2019. The remaining amount would be $90,940 which we will go for another  
reduction in late fall.

Please process to the Board of Selectman.  
Thank-You

Respectfully Yours,

Dave Lauze, President  
Jefferson Homes, Inc.
REQUEST FOR ACTION BY BOARD OF SELECTMEN

<table>
<thead>
<tr>
<th>DATE SUBMITTED: July 2, 2020</th>
<th>DISCUSSION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ACTION</td>
</tr>
<tr>
<td></td>
<td>APPROVED</td>
</tr>
<tr>
<td></td>
<td>APPROVED W/ CHANGES</td>
</tr>
<tr>
<td></td>
<td>DENIED</td>
</tr>
<tr>
<td></td>
<td>NO ACTION TAKEN</td>
</tr>
<tr>
<td></td>
<td>VOTE: __________________________</td>
</tr>
</tbody>
</table>

SUBJECT: signs near war memorials

**DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD:** It is my understanding the Committee on Veterans Affairs would like to see an amendment of the Zoning Ordinance to address signs near war memorials on Town property.

Their policy suggestion is to prohibit temporary signs on town property within a 200' radius of any of the war memorial. This is simple enough in concept, but a couple points are worth discussing.

1. I question the desirability of a 200' distance, however. That would mean there could never be a temporary sign placed on the new Town Hall lot, which is unlikely to be even 200' wide in total. A 50' distance from the Revolutionary War Monument, for instance, would extend to the far side of the brick walk in front of Town Hall. Would a temporary sign on the other side of the walk really be such a detriment to that Monument? This would prevent, for instance, a Red Cross Blood Donation sign if there was a blood drive at the Town Hall, and today's "return absentee ballots" sign would be prohibited. This 200' distance feels a bit too restrictive.

2. No matter how they are established, Town regulation can't prevent free-speech signs from being placed on Town property.
   - If the Zoning approach is pursued, enforcement will be slow and fines are extremely unlikely by the very nature of that Ordinance and the tools available to enforcement staff. Further, it's not the place of the CEOs to remove violating signs. This means the signs could remain in place for a long time. It does, however, mean there would be a vote and showing of public support for the policy.
   - If the Selectmen's policy is pursued, enforcement is as quick and easy as having Town staff remove the violating signs from Town property in whatever timeline the policy specifies – even as early as the following day.

I need to know what the Board wants to do. If you want a zoning amendment I need to run that through a process...
with the Planning Board and time is getting tight for a November vote.

RECOMMENDATION: guidance only

PROPOSED MOTION: n.a.

PREPARED BY: ____________________________ Stephen H. Burns, Town Manager
# REQUEST FOR ACTION BY BOARD OF SELECTMEN

| DATE SUBMITTED: July 2, 2020 | ☑ ACTION  
  |                             | ◯ APPROVED  
  |                             | ◯ APPROVED W/ CHANGES  
  |                             | ◯ DENIED  
  |                             | ◯ NO ACTION TAKEN  
  
**VOTE:**

| SUBJECT: Proclamation Against Racism, Discrimination and Bigotry |

---

**DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD:** I sent out a couple versions of a proclamation earlier this week and received feedback on only one of these, so that is the version I’m bringing forward. I have incorporated changes as requested, and the changes I added are highlighted on the attached copy so you’ll know what has changed.

I am hopeful the Board will review the attached proclamation, make whatever changes it sees fit, and adopt the proclamation as revised. I will then print a copy for signatures.

My expectation is that we will provide a copy of this to every Town official and employee, will have these posted in all the Town’s public buildings, and will post it in a prominent spot on the Town web site. Other ideas are of course welcome.

---

**RECOMMENDATION:** adopt the proclamation

**PROPOSED MOTION:** I move to adopt the Proclamation Against Racism, Discrimination and Bigotry.

---

PREPARED BY: 

Stephen H. Burns, Town Manager
Proclamation Against Racism, Discrimination and Bigotry

Whereas:

1. Racism, discrimination and bigotry are destructive of community; and
2. Everyone has the right to live peacefully, enjoy all the community has to offer, raise their family, and seek economic and academic opportunities free of racism, discrimination and bigotry; and
3. A strong, healthy, sustainable community includes and embraces people of every color, race, ethnicity, creed, sexual orientation and gender identity; and
4. Historic patterns and institutions have created an un-even playing field which persists to this day with respect to those who have been the subject of racism and discrimination; and
5. Traditional public school curricula – what is taught, how it is taught, and how it is prioritized – has been whitewashed; and
6. Institutional policies and practices may intentionally or inadvertently create or reinforce racism and discrimination; and
7. Active effort is required to combat racism, discrimination and bigotry; and
8. Great social change requires leadership and an on-going organization-wide commitment in order to succeed.

Now therefore:

1. The Town welcomes people of every color, race, ethnicity, creed, sexual orientation and gender identity.
2. The Town, its officials and employees, shall actively combat racism, discrimination and bigotry by addressing issues immediately.
3. The Town commits to identify and eliminate anything within its control that supports or perpetuates systemic or institutional racism or discrimination.
4. The Board of Selectmen shall request the School Committee engage with the organizers of the June BLM protest to address their demands as expressed in, “Addressing Racism Within York Schools: A Petition.”
5. The Town shall actively train its officials and staff on an ongoing basis in matters of racism, discrimination, bigotry, implicit and explicit bias, white
privilege, white supremacy, intersectionality and other such matters, and shall offer this training to other community institutions.

6. The Town recognizes Black Lives Matter and dismisses any acts in direct response such as “All Lives Matter” and “Blue Lives Matter” as they are meant to diminish the BLM movement.

Signed this 6th day of July 2020 by the Board of Selectmen of the Town of York:
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: July 2, 2020

DATE ACTION REQUESTED: July 6, 2020

□ DISCUSSION
☒ ACTION
□ APPROVED
□ APPROVED W/ CHANGES
□ DENIED
□ NO ACTION TAKEN

VOTE: ____________________

SUBJECT: Request for trailer during construction at 69 Middle Pond Road.

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Property owner is seeking approval to have a trailer located at 69 Middle Pond Road during construction of single-family dwelling. Applicant is actively working with the Code Enforcement Officer and Assistant Planner to get approval for the special use permit and a building permit.

RECOMMENDATION: Approve the use of a trailer at 69 Middle Pond Road while applicant obtains permits and constructs single family dwelling.

PROPOSED MOTION: Approve the request for a trailer at 69 Middle Pond Road for a period of one year as the applicant obtains permits and constructs a single-family dwelling.

FISCAL IMPACT: NA

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

PREPARED BY: ___Amber Harrison, CEO/LHO____ REVIEWED BY: ___
REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: July 2, 2020

DATE ACTION REQUESTED: July 6, 2020

☐ DISCUSSION
☒ ACTION
  ☐ APPROVED
  ☐ APPROVED W/ CHANGES
  ☐ DENIED
  ☐ NO ACTION TAKEN

VOTE: ____________

SUBJECT: VFW voluntary toll Fund Raiser

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: The VFW is requesting permission to hold a fundraiser on August 8, 2020 from 1000 am to 2:00 pm in the form of a voluntary toll on railroad avenue in York Beach. (fill the helmet)

RECOMMENDATION: I recommend the toll fundraiser for the VFW be approved for August 8, 2020

PROPOSED MOTION: I move to approve the VFW voluntary toll fundraiser on Railroad Avenue from 10:00 am to 2:00 pm on August 8, 2020.

FISCAL IMPACT:

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

PREPARED BY: Chief Charles J Szeniawski  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 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: Fill the Helmet Fundraiser

Location of Event: In front of York Beach Fire Department

Date of Event: 8 August 2020

Event Start Time: 10:00 am

Event End Time: 2:00 pm

Estimated Number of Participants/Attendees: ~5 VFW Members

Event Route Included

Insurance Certificate Included

Description of Event: VFW Post 6977 invites the community to come out and support their local Veterans of Foreign Wars Post by donating to a fundraiser we are calling Fill the Helmet. We hope this will become an annual event, and all proceeds from this event will go to help local veterans and the military community. The event is a “drive through” fundraiser where drivers are asked to drive through, stop and support York Beach VFW Post 6977.

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

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.: Cones will be placed in roadway to delineate driving path for vehicles while VFW members will be located in a safe locations to collect donations from the patrons wanting to donate. Veterans will be carrying a helmet to collect donations. We are planning to have signage available advising drivers that the local VFW is holding a fundraiser ahead.

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

Name of Organization: VFW Post 6977

Name of Applicant: Roger Laplante (Quartermaster)

Mailing Address for Organization/Applicant: PO Box 201, York Beach Maine 03902

Phone Number: 207 363 9827  E-Mail Address: VFW6977@yahoo.com

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

Name of Event Contact: Roger Laplante (Quartermaster)

Phone Number: 207 363 9827  E-Mail Address: VFW6977@yahoo.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.

Applidant/ Event Contact: [Signature]  Date: 1 July 2020
<table>
<thead>
<tr>
<th>Departments</th>
<th>Signature and Date</th>
<th>Detail Request Sheet?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Code Enforcement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parks and Recreation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Police Department</td>
<td>![Signature]</td>
<td></td>
</tr>
<tr>
<td>Public Works</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Village Fire Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beach Fire Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water District</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sewer District</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Board of Selectmen</th>
<th>Town Manager for the Board of Selectmen</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Processed By:</td>
<td>Received Date:</td>
<td></td>
</tr>
<tr>
<td>Amount Received: $</td>
<td>Cash</td>
<td>Check #:</td>
</tr>
</tbody>
</table>

Special Conditions: (Attached if Necessary) YES NO
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: [Click here to enter text], on the following date(s): [Click here to enter text], the Organization/Applicant: [Click here to enter text], the undersigned, does forever release, discharge and covenant to hold harmless the Town of York and any other person or agent 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 July 2020