

**TOWN OF ARUNDEL, MAINE
BOARD OF SELECTMEN MEETING**

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**Monday April 12, 2021
Arundel Municipal Building
7PM
Zoom**

- I. Call to Order
- II. Approval of Agenda
- III. PUBLIC HEARING FUTURE OF OLD TOWN HALL
- IV. PUBLIC HEARING ARUNDEL FOOD TRUCK ORDINANCE
/INDEPENDENCE FOOD TRUCK
- V. Public Forum – Public comment on non-agenda items
- VI. Approve Minutes of March 22, 2021
- VII. Committee and Board Reports
- VIII. Manager’s Report
 - Water System for Municipal Building
 - Update on Paving Quote
- IX. Business
 - Sale of Tax Acquired Property 1226 Portland Road Condo Unit #11
 - Letter from Sheriff King
 - Renewal Application Liquor, Wine, Spirits Fraternal Order of Eagles
 - Town Report
 - Application Gilliam Field Use
 - Approval of Accounts Payable Warrant
- X. Executive Session
 - MRSA 405 (6) (A) Discussion with the Town Manager on performance
- XI. -Adjournment

TOWN OF ARUNDEL

468 LIMERICK RD ARUNDEL MAINE 04046 (207) 985-4201 FAX (207) 985-7589

BUSINESS MEETING April 12, 2021

EXECUTIVE SUMMARY

BOS Members: The purpose of this summary presented is to give you some information over and above just the mentioning of the subject matter on the agenda. It is my hope that this information assists you in your decision making.

NOTE* Unless something comes up I expect this meeting to be brief.

PUBLIC HEARING FUTURE OF OLD TOWN HALL

Again hoping to gather further comment from the general public as to their opinion on what should be done with the Old Town Hall. Note* in the ARROW the memo from the Planner & Code Enforcement Officer was included to provide some insight to the public of some possible option even though they are very limited.

MANAGERS REPORT

-Water System for Municipal Building: I will provide an update as to the status and some concerns expressed as to what impact a salt brine discharge may have on the Leach Field.

-Update on paving quote: Want to provide some information on the upcoming per ton cost of asphalt and how the escalator is factored in to the cost.

BUSINESS

-Sale of Tax Acquired Property; Portland Road Condo: Bids (if received) will be opened at your meeting and read out loud. Have not had any contact other than the Condo Association and their Attorney on this matter.

-Letter from Sheriff King: I have attached the letter. In a nut shell they are short handed with patrol sheriff's and would like to be flexible and utilize our patrol deputies when the need arises.

-Renewal of Liquor License: Attached is the Fraternal Order of Eagles request for renewal.

-Town Report formal vote to allow a larger report to be developed 8 ½ by 11.

-Gilliam Field use by the Little League Program Application attached.

-Account payable warrants: A review of bills and action by the Board.

EXECUTIVE SESSION

The Board had asked that I place this on the agenda so you can discuss with me privately my performance.

ADJOURNMENT

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

Monday March 22, 2021
Arundel Municipal Building
7 PM

Members present: Selectmen Tom Danylik, Phil Labbe, Velma Hayes, Jason Nedeau, Dan Dubois

Others: TM Trefethen, Jack Reetz, Jake Hawkins, Ira Camp, Zoom Participants were Stacy Gile, Luke Bibber

Call to Order: Chairman Hayes called meeting to order @ 7:00 PM

PUBLIC HEARNG ON FUTURE OF OLD TOWN HALL

Meeting was opened by Chairman Hayes @ 7PM. She read a memo from the Town Planner and Code Enforcement Officer as it pertains to physical status of building and possible reuses. Jake Hawkins representing the Historical Society indicated that the Society has no interest in the building as their plate with other projects is full, but would support someone if they needed some assistance with factual information. Other thoughts was tearing building down, cost to rehab is substancial, (\$250 to \$300) square foot. Did also get comment on reuse, Police Station, Bakery, Feed Store, Meeting Room, Library, tear down. Public Hearing was closed at 7:25PM.

PUBLIC FORUM Ira Camp on issues related to Lady Slipper Lane and in his opinion the lack of proper notice and procedures to abutters as this road upgrade approval was sought though the Staff Review Committee. Also at the Staff Review Public Hearing the behavior of the land developer.

Approval of Agenda: *MOTION Labbe second Dubois “approve agenda as presented” passed 5-0.*

Approval of Minutes: *MOTION Labbe second Dubois “approve minutes of March 8, 2021 as presented and reviewed” passed 5-0.*

Committee & Board Report: Chairman Hayes mention that the RSU#21 Budget Book was given to the Town Manager and Ira Camp (School Board Member)

indicated that the budget up 2.9% but with revenue built in believes the budget will increase by less than 1%.

Managers Report:

- Meeting Budget Review: Town Manager had a discussion with Budget Board member John Bell. Discovered the differences in calculating revenue by the State into the formula is part of the contributing factor why the Manager and John's tax Rate Calculation was different. Both gentlemen feel that the present number for the Tax Rate for Municipal spending is the same and that we should continue to focus on the task at hand.
- Arrow Newsletter was part of the Board's packet for discussion or correction. Board wanted the Memo from the Planner and CEO on the Old Town Hall Building to be part of the newsletter.
- Electricity Arundel Municipal Building: Manager shared discussion had by Naoto Inoye and Jim Palmondon on the actual service we should be identified by. This change was made with CMP and the belief is this will sunset the demand charge we have received previously. Discussion on sharing the unused solar power with other town accounts when this will start and how this process happens.
- Workshop session with Planning Board set for Monday March 29th 7PM.

Business:

- No topics for action

Other Business and Adjournment: *MOTION Dubois second Nedeau "approve payroll account & payable warrants as presented and reviewed" passed 5-0.*

Board members also discussed the issues raised about the Town Planner with regard to proper notifications (Generally) and follow up with applicants seeking information.

ADJOURNMENT *MOTION Nedeau second Dubois "to adjourn" passed 5-0 @ 8:07PM*

Respectfully submitted,

Keith M. Trefethen
Town Manager

Office of the Town Planner
Town of Arundel
468 Limerick Rd ~ Arundel, ME 04046
Tel: (207) 985-4201 Fax: (207) 985-7589
e-mail: townplanner@arundelmaine.org

TO: Keith Trefethen, Town Manager
FROM: Jim Nagle, CEO
Tad Redway, Town Planner
DATE: December 16, 2020
RE: **Development Potential of Former Town Hall Parcel**

Pursuant to your request the Code Enforcement Officer and the Town Planner have conducted an assessment of the development potential of the parcel of the former Town Hall and attendant land located at 468 Limerick Road (Tax Map 27 Lot 3). After a thorough investigation of the Land Use Ordinance (LUO), Subdivision Regulations, the Maine Uniform Building and Energy Code (MUBEC), and Americans with Disabilities Act Title III (ADA), staff has arrived at the following findings:

- 1. Existing Conditions:** As you are aware, the current Town property contains both former Town Hall and the current Arundel Fire Station. The Town Hall has a gross first-floor area of 1,232 sf plus the 264 sf of the former “vault” with an unfinished basement. The second floor also offers a gross area of 1,232 sf. The existing fire station contains 5, 320 of gross living area.

Both buildings are served by the same common well and on-site septic system located to the north of the Mountain Road parking area. The long -term efficacy of the common septic system is unknown at this time, but it is likely the system has exceeded its expected service life. There are few other locations available on the site to construct a replacement or second septic system were the property to be subdivided. Dimensions of the lot make location of a second well on the property difficult.

- 2. Existing Uses:** The existing uses on the lot are classified as *Public Facilities* according to the Arundel Land Use Ordinance.
- 3. Zoning Dimensional Standards:** According to the Tax Assessor’s Records, Lot 3 is exactly one acre in area, with 310 linear feet frontage on Limerick Road and 315 linear feet on Mountain Road.
The property is located in the R1 District. Minimum lot size in the R1 district is 1 acre. Since Lot 3 is exactly one acre, *the Town Hall cannot be subdivided and sold as a separate parcel from the Fire Station.*

- 4. Alternative Uses:**
Private Business: In the past, the Selectmen have shown little interest in a landlord capacity, leasing and maintaining Town structures to private parties. However, in the

event that this policy was to be reconsidered, the following non-residential uses are allowed in the R1 district as either permitted or conditional uses:

- Assisted Living Facility
- Church
- Educational Facility
- Pet Day Care Center

Bed & Breakfasts, Boarding Houses, Day Care Home, Home Occupations Types 1 & 2 are other permitted uses in the R1, but such uses are mandated to operate out of a single-family dwelling. As discussed above, subdivision of a separate single-family lot to facilitate these uses is not possible.

Public Uses:

- Recreational Facility
- Public Facility

The more feasible alternative and permitted uses would include public facilities such as a senior center, library, small group meeting space, or Fire/Rescue meeting space and potential bunkhouse for the “Student Live-In” program sponsored by SMCC Fire Sciences Department.

5. Physical Expansion of the Town Hall Footprint: Conversion of the former Town Hall into another public use are daunting from both a regulatory and a cost effectiveness perspective:

- Horizontal building expansion is limited to 8-10 feet to the northwest boundary line and to 10-20-foot expansion to the northeast. Any horizontal expansion to the east is limited by the parking lot and the septic system.
- The most feasible expansion would be towards the Mountain Road parking lot, however elimination of that parking could have negative impacts on parking capacity at the fire station and the new facility.
- Vertical use and expansion of the existing Town Hall will be limited by the Federal Americans with Disabilities Act regulations. While the Town has successfully dodged ADA compliance over the last 30 years, new construction, expansion, or retrofit of the Town Hall will not be exempt. Therefore, the Selectmen will have to incorporate construction of an access elevator servicing the second floor to the tune of \$60,000-\$80,000.

March 16, 2021

The Former Town Office Building was built around 1900 and was utilized for many functions such as a School House and Office Space in its lifetime.

Existing Uses on the Lot are classified as Public Facilities.

The Building shares the lot with the Arundel Fire Station Building and is located in the R1 District. Minimum Lot size in the R1 is one (1) acre therefore the lot cannot be subdivided.

The Building shares a Water Well with the Fire Station. Age of the existing septic system is unknown at this time and is exclusive to the Old Town Hall. The Fire Station has its own Septic System located on the Mountain Road side of the building.

If the town continues to own the building Private Uses such as Assisted Living Facility, Church, Educational Facility and Pet Day Care Center could be allowed either as permitted or conditional uses.

Public Uses could be a Recreational Facility or Public Facility which would include uses such as Library, Meeting Space, and Senior Center.

Re-Use could require expansion (very limited) Installation of an Elevator (ADA Requirement) and complete update of building to meet current Code Requirements. Some of the same concerns expressed for upgrades if the Town Hall remained before the New Arundel Municipal Building was built would still need to be done. To name a few they include. New Roof, new façade, upgraded insulation, lighting, electrical, heating/air conditioning, entrance way, ADA Bathrooms, Paint & Carpet packages.

Uses mentioned for the Building to date by residents are:

Raze Building to make room for Fire Station Expansion

Senior/Teen Center

Future Location for Municipal Police Department

Bakery

Farm Feed and Equipment Store

Community Meeting Space

Library

Dayton Sand & Gravel

Asphalt Escalator

This escalator is based on the MDOT asphalt escalator. The price of asphalt is monitored weekly by MDOT. The agency supplying the information to MDOT is the Asphalt Weekly Monitor. Access to this information can be obtained from MDOT Website, go to "doing business" and click on "contractor info"

The price adjustment for Asphalt Binder will be based on the variance in cost for the Performance graded binder component in hot mix asphalt and will be determined as follows:

The quantity of hot mix asphalt will be multiplied by the performance graded (read asphalt cement) percentages given in the table below times the difference in price between the base price at the time of the bid/estimate and the period price when the hot mix asphalt is placed. Adjustments will be made upward or downward as prices increase or decrease.

19.0 mm (3/4")	5.2 %
12.5 mm (1/2")	5.8 %
9.5 mm (3/8")	6.2 %

Example: Asphalt binder has increased from \$550.00 per ton to \$610.00 per ton (\$60.00 per ton increase) and you are placing 1000 tons of 9.5 mm HMA.

$$1000 \times 6.2 \% = 62.00$$

$$6000 \times 62.00 = \$3720.00 \text{ total escalation cost or } \$3.72 \text{ per ton.}$$

The base and period price of performance graded asphalt binder to be used is the price per standard ton current with the bid opening date, or contract acceptance date. The price is determined by using the average, New England Selling Price, as listed in the Asphalt Weekly Monitor

Dayton Sand & Gravel reserves the right to recover certain trucking / transportation costs where extreme or volatile market conditions exist

Liquid Asphalt Price..... \$522⁵⁰ Week of April 05, 2021

Town of ARUNDEL - 2021 PAVING PRICES

2021 Liquid Asphalt Prices

East Coast/North East Selling Prices

<i>Date</i>	<i>English Price</i>
1/4/2021	495.00
1/10/2021	495.00
1/18/2021	495.00
1/25/2021	507.50
2/1/2021	507.50
2/8/2021	512.50
2/15/2021	512.50
2/22/2021	512.50
3/1/2021	512.50
3/8/2021	522.50
3/15/2021	522.50
3/22/2021	522.50
3/29/2021	522.50
4/5/2021	522.50

NOTICE OF SALE OF TAX ACQUIRED PROPERTY

The Board of Selectmen of the Town of Arundel is accepting bids for the municipality's interest in one (1) tax acquired property listed below. Bid must be received in writing and in a sealed envelope marked "***Tax-Acquired Property***" on the outside.

All bids must be received in the municipal clerk's office located at 257 Limerick Road in Arundel, no later than 4 o'clock PM on ***April 12, 2021***. Late bids will not be opened or considered. Minimum bid on property is set at \$10,000.

Bid must also contain the bidder's name, mailing address and phone number and must be accompanied by a deposit in the form of a certified check or money order, in an amount equal to or greater than 20% of the bid price. Each successful bidder's deposit will be credited to the total purchase for that parcel. Deposits will be returned to the unsuccessful bidders. Any bid which does not contain the proper deposit will be rejected.

Bid will be opened and reviewed by the Board of Selectmen at their business meeting of Monday ***April 12, 2021*** at 7PM at the Arundel Municipal Building, Meeting Room located at 257 Limerick Road. The Board of Selectmen reserves the right to reject any and all bids. Successful bidder shall have 20 days from the date of the bid acceptance in which to complete the purchase. Property will be conveyed by quit claim deed without covenants. In the event that a successful bidder fails, for any reason, to complete the purchase in the time stated, the bid acceptance is void and the bidder's deposit shall be forfeited to the municipality. The Board of Selectmen may thereafter negotiate a sale of the property with any unsuccessful bidder.

The property for sale is described as:

1226 Portland Road Condo Unit #11

The tax maps and other public information concerning the property may be reviewed at the Town Office located at 257 Limerick Road, Arundel during its normal business hours Monday thru Thursday between the hours of 7AM to 5:30PM

The Town of Arundel makes no warranties or representations of any kind whatsoever concerning the nature, extent, validity, value or utility of any rights to be conveyed. Outstanding Liens of the Condominium Association may also be pending. Bidders are strongly advised to consult an attorney prior to filing a bid.



York County Sheriff's Office

Sheriff William L. King Jr.

Jeremy D. Forbes
Chief Deputy

Michael B. Vitiello
Jail Administrator

Paul G. Mitchell
Major

Daniel R. Bean
Captain

Carl L. Ronco
Captain

Mike S. Grovo
Civil Supervisor

Brad G. Sanders
Office Manager

March 31, 2021

Dear Town Leader,

Thank you for partnering with the York County Sheriff's Office to provide excellent policing services to your respective communities. We hope you continue to find our contract deputy services acceptable and worthy of the additional cost. As you may be aware, law enforcement is under intense scrutiny these days and the profession is being affected by much-needed criminal justice reform. That said, many law enforcement agencies and correctional services are scrambling for employees – and the sheriff's office is no exception.

Since February 2021, the sheriff's office has experienced two retirements, three transfers, and one indefinite military deployment. These staffing challenges, the COVID Pandemic, and the closure of the Maine Criminal Justice Academy has greatly affected our staffing levels.

In the spirit of partnership, we are asking for your flexibility. Periodically, we would like to reassign your contract deputy for entire shifts to patrol larger areas (to include your town) to lessen the workload of the patrol force. We will ensure that your town is not charged for the time your contract deputy is not solely concentrating on your community. If possible, we will alert you in advance, but we may need to redeploy your officer at the last minute. Please understand that your town will still have police coverage and if your contract deputy is working, he will most likely respond to a call for service in your town because he is familiar with the issues.

This is a temporary situation and should only last for two or three months. We have identified two seasoned law enforcement professionals who we will present for hiring and we have secured a spot at the August, 2021 Academy for another new hire. Please understand that we value our partnership and contract towns add greatly to our policing services. If you have any questions or would like me to attend a Select Board meeting, to explain our position, I will gladly accommodate you. Thank you in advance.

Sincerely,

William L. King Jr
Sheriff
York County Sheriff's Office

Administration,
Police & Civil Division
1 Layman Way
Alfred, Maine 04002
207-324-1113
Fax: 324-3496
Corrections Division
Kelly J. Burnham
Administrative Secretary
207-324-9001
Fax: 459-2562

Town of Arundel

468 Limerick Road, Arundel, ME 04046 Tel: (207) 985-4201 Fax: (207) 985-7589

Date: April 12, 2021

Name: Fraternal Order of Eagles

Business: Club

Address: PO Box 1488 Kennebunkport ME

Location: 2397 Portland Rd, Arundel ME

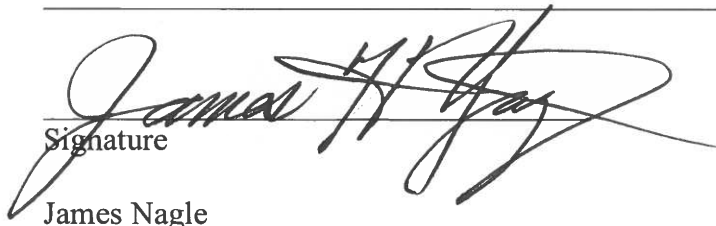
I have reviewed the following RENEWAL application for:

Liquor Liability that sells malt Liquor, Wine & Spirits

and APPROVE / DENY the application

Reason(s) for denial: _____

Signature



James Nagle
Arundel CEO

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

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	
Good SOS w/ DBA:	<input type="checkbox"/> Yes <input type="checkbox"/> No

CLUB APPLICATION

NEW application: Yes No Business hours: MON-THUR 3-10 PM
FRI-SUN 12-10 PM
 If business is NEW or under new ownership,
 indicate starting date: _____
 Requested inspection (New Licensees/ Ownership Changes Only) Date: _____

PRESENT LICENSE EXPIRES _____

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE: \$10.00 Filing Fee (must be included on all applications)

\$495.00 Club w/o Catering (Class V – Malt, Vinous & Spirituous)

- Club with Catering : Malt, Vinous, & Spirituous-Class I (\$900.00) Spirituous Only-Class II (\$550.00)
 Vinous Only-Class III (\$220.00) Malt Only-Class IV (\$220.00)
 Malt & Vinous Only-Class III & IV Combination (\$440.00)

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>FRATERNAL ORDER OF EAGLES</u>			Business Name (D/B/A) <u>FRATERNAL ORDER OF EAGLES</u>		
APPLICANT(S) – (Sole Proprietor)		DOB:	Physical Location: <u>2397 PORTLAND RD.</u>		
		DOB:	City/Town <u>ARUNDEL</u>	State <u>ME.</u>	Zip Code <u>04046</u>
Address <u>PO Box 1488</u>			Mailing Address <u>PO Box 1488</u>		
City/Town <u>K PORT</u>	State <u>ME.</u>	Zip Code <u>04046</u>	City/Town <u>K PORT.</u>	State <u>ME.</u>	Zip Code <u>04046</u>
Telephone Number <u>207 283 1440</u>		Fax Number	Business Telephone Number <u>207-283-1440</u>		Fax Number
Federal I.D. # <u>010392413</u>			Seller Certificate #: or Sales Tax #: <u>0196655</u>		
Email Address: Please Print <u>N/A</u>			Website: <u>N/A</u>		

1. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 458 LIQUOR \$ 91,460

2. Is applicant a corporation, limited liability company or limited partnership? YES NO

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

3. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

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

License # _____ Name of Business _____

Physical Location _____

City / Town _____

4. Do you permit dancing or entertainment on the licensed premises? YES NO

5. If manager is to be employed, give name: _____

6. Business records are located at: _____

7. Is/are applicants(s) citizens of the United States? YES NO

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

8. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
LANNON BULLENS	9/25/47	FRAMINGHAM, MASS.
FRED CHOVEN	4/15/51	BIDDEFORD ME

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

Name: LANNON BULLENS	City: ARUNDEL	State: ME.
Name: FRED CHOVEN	City: KENNEBUNK	State: ME.
Name: _____	City: _____	State: _____

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

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

11. Will any law enforcement official benefit directly in your license, if issued?

Yes No If Yes, give name: _____

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

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

FRATERNAL ORDER OF EAGLES

14. Describe in detail the premises to be licensed: (Diagram Required) _____

PRIVATE CLUB 1 BUILDING 3 FLOORS

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?

YES NO Applied for: _____

16. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 8 MILES

Which of the above is nearest? SCHOOL

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

If YES, give details: OCEAN NATIONAL BANK (MORTGAGE)

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

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

Dated at: ANDOVER ME. on MARCH 25, 2021
Town/City, State Date

Please sign in blue ink

[Signature]
Signature of Applicant or Corporate Officer(s)

[Signature]
Signature of Applicant or Corporate Officer(s)

FRED CHOUH
Print Name

LANDON BULLUS
Print Name

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

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

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

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

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

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

Dated at: _____, Maine _____
City/Town County

On: _____
Date

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

THIS APPROVAL EXPIRES IN 60 DAYS

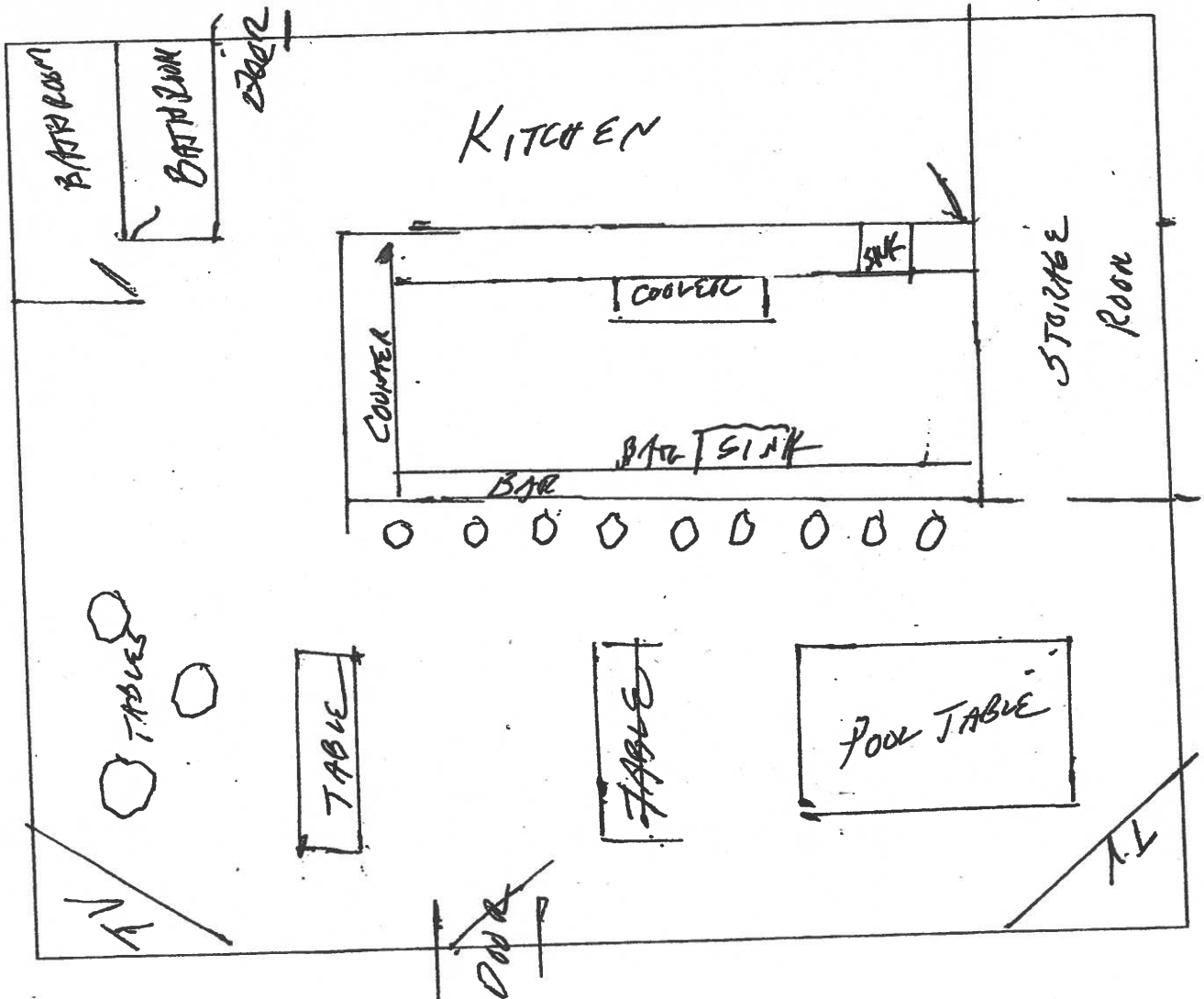
Bureau of Alcoholic Beverages and Lottery Operations
 Division of Liquor Licensing & Enforcement
 8 State House Station, Augusta, ME 04333-0008
 10 Water Street, Hallowell, ME 04347 (overnight)
 Tel: (207) 624-7220 Fax: (207) 287-3434
 Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM
 (Facility Drawing/ Floor Plan)

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

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas with the following: • Entrances • Office area • Kitchen • Storage Areas • Dining Rooms • Lounges • Function Rooms • Restrooms • Decks • All Inside and Outside areas that you are requesting approval.



**Bureau of Alcoholic Beverages
 Division of Liquor Licensing & Enforcement
 8 State House Station
 Augusta, ME 04333-0008
 Tel: (207) 624-7220 Fax: (207) 387-3434**

SUPPLEMENTARY QUESTIONNAIRE FOR CLUB APPLICANTS

1. Legal Club Name: KENNEBEC RIVER PORT EAGLES
2. D/B/A Name: _____
3. Complete Title, name, date of birth and telephone number for each principal officer of the club:

Title	Name	Birth Date	Telephone
TREASURER	LANDON BULLENS	9/25/47	283-1440
TRUSTEE	FRED CLOUGH	4/25/51	283-1440
TRUSTEE	TODD JEWELL	4/15/59	283-1448

4. Date Club was incorporated: MARCH 1983
5. Purpose of Club: Social Recreational Patriotic Fraternal
6. Date regular meetings are held: 2ND + 4TH THURSDAYS
7. Date of election of Club Officers: MAY 20 / 2021
8. Date elected officers are installed: JUNE 1ST 2021
9. Total Membership: 260 Annual Dues: 25.00 Payable When: MAY
10. Does the Club cater to the public or to groups of non-members on the premises? Yes No
11. Excluding salaries, will any person, other than the Club, receive any of the financial profits from the sales of liquors? Yes No
12. If a manager or steward is employed, complete the following:

Name: _____ Date of Birth: _____

Fred Clough TRUSTEE
 Signature & Title of Club Officer

Sign in blue ink

3/25/21
 Date

FRED CLOUGH TRUSTEE
 Print Name & Title of Club Officer

APPLICATION FOR USE OF TOWN OF ARUNDEL - GILLIAM FIELD
 ARUNDEL PARKS & RECREATION DEPARTMENT 468 LIMERICK ROAD ARUNDEL, ME 04046
 PHONE: 207-286-9241 FAX: 207-985-7589 EMAIL: recreationdirector@arundelmaine.org

Allow 2-4 weeks from submission date for application process to be completed

Name & Address of Organization: Kennebunk Arundel Kennebunkport Little League
 (Non-Profit) Organization or Private or Commercial Organization (circle one) Federal I.D. # 010488265

Facilities Desired (specific field location(s), storage shed, etc)
Gilliam Field, Snodh Snodh

Date(s) & Time(s) Desired (List each separately. If application is for a weekly function, please state the beginning and ending dates).
 Use back if additional space is needed.
March - July 1, 2021

Purpose of Use Reg + All-Star Games + Practices Expected # of people _____

Type of activities to be conducted. (Please be complete & specific as each activity requires separate approval)
Little League Baseball & Softball practices and games
Regular and all-star games

Will You Be Charging Admission? YES NO If yes, proceeds will go to: _____

Deposit of \$ _____ due prior to event, which is refundable, if field is left in the condition it was found in. Carry in/carry out trash. Any person issued a permit shall observe all rules, regulations and ordinances adopted by the Town of Arundel. Open fires are not permitted without prior written permission from Town and appropriate Fire officials for the fire & the burning material. The person to whom a permit is issued shall agree to be liable for any loss, damage or injury sustained by any person or property whatsoever by reason of negligence on the part of any person engaged in the activity being sponsored under the permit and shall agree to hold the Town and any of its agents, servants and employees harmless from any and all losses caused by the permittee or any person engaged in activity being sponsored under the permit. Parking is available in school parking lot only. There is NO PARKING ALLOWED on dirt access drive, for emergency access reasons. 1 gate key/storage shed per entity can be requested for access to deliver supplies, porta-potties etc. Vehicular access to the field by the general public is not permitted.

NAME/TITLE OF APPLICANT Krista Tadlock / Co-President KAK Little League DATE 3/1/21
 ADDRESS PO Box 1116 Kennebunk, ME 04043 CELL PHONE (281) 277-0881
 WORK PHONE (281) 277-0881 EMAIL ADDRESS: arundellittleleague@gmail.com
 SIGNATURE OF APPLICANT Krista Tadlock

Certificate of Insurance naming the Town of Arundel as an additional insured must be turned in with application for field use.

OFFICE USE ONLY

Certificate of Insurance received (circle one) YES NO
 Parks & Recreation Director Signature: [Signature] Date 3/18/2021

Comments/concerns/deposit recommendation: Spring Rec programs will be taking place on the field during April + May. Will need to communicate w/ KAK Little League for field space.
 Parks & Rec recommends (circle one): APPROVAL OF APPLICATION DENIAL OF APPLICATION

Public Works Director Signature: [Signature] Date 3/22/2021
 Comments/concerns/deposit recommendation: NEED SCHEDULES FOR MAINT

Public Works recommends (circle one): APPROVAL OF APPLICATION DENIAL OF APPLICATION

President of Arundel Little League Signature (indicating majority vote): [Signature] Date 3/1/21
 Comments/concerns/deposit recommendation: _____

Arundel Little League recommends (circle one): APPROVAL OF APPLICATION DENIAL OF APPLICATION

Board of Selectmen Chair Signature (indicating majority vote): _____ Date: _____
 Comments/Concerns/deposit recommendation: _____

Board of Selectmen recommends (circle one): APPROVAL OF APPLICATION DENIAL OF APPLICATION

FEEs RELATED TO NON-PROFIT USE
 Resident youth baseball/softball team use (at least 75% Arundel participants): \$25 per practice/game or by negotiated contract for the season
 *Labor, materials and field will be considered in lieu of fees.

Non-resident youth baseball/softball team use: \$50 per practice/game or by negotiated contract.

Resident adult baseball/softball team use: Subject to review by entities listed on front.

Adopted by Board of Selectmen 8/28/2017

Diamonds will not be needed by Rec.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
02/05/21

PRODUCER Keystone Risk Managers, LLC 1995 Point Township Drive Northumberland, PA 17867		CERTIFICATE #: 2190411-2021-1	2 19 04
ADDITIONAL NAMED INSURED: KENNEBUNK-KENNEBUNKPORT LL Rick Ruel 94 Whitten Hill Road Kennebunkport, ME 04046		INSURERS AFFORDING COVERAGE:	
		INSURER A:	Lexington Insurance Company
		INSURER B: (Non-Liability)	National Union Fire Insurance Company of Pittsburgh, PA
		INSURER C:	AIG Specialty Insurance Company

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.
 * SUBJECT TO \$5,000,000 AGGREGATE SUBLIMIT OF LIABILITY FOR ALL LEAGUES, COMBINED, UNDER THE MASTER D&O POLICY, FOR ALL LOSS ARISING FROM ALL CLASS ACTION CLAIMS AND COMMON LEAGUE CLAIMS, AS MORE FULLY DESCRIBED IN ENDORSEMENT #34 OF THE MASTER D&O POLICY.
 ** SUBJECT TO \$5,000,000 AGGREGATE SUBLIMIT OF LIABILITY FOR ALL LEAGUES, COMBINED, UNDER THE MASTER CYBER POLICY, FOR SPECIFIED DEFENSE COSTS, AS MORE FULLY DESCRIBED IN ENDORSEMENT #14 OF THE MASTER CYBER POLICY.

INSR LTR	ADD'L NAMED INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS				
A	X	GENERAL LIABILITY	011405742	01/31/2021	01/01/2022	EACH OCCURRENCE	\$1,000,000			
		X OCCURRENCE				GENERAL AGGREGATE	\$2,000,000			
		X INCL PARTICIPANTS				Property Damage Deductible: \$250		PRODUCTS/COMP OPS AGGREGATE	\$1,000,000	
		X SEXUAL ABUSE				Sexual Abuse OCCURRENCE	\$1,000,000			
						Sexual Abuse AGGREGATE	\$1,000,000			
	MEDICAL PAYMENTS		Any One Person							
C	X	DIRECTORS & OFFICERS	018194562	01/01/2021	01/01/2022	EACH LOSS	\$1,000,000 *			
						AGGREGATE	\$1,000,000			
C	X	CYBER LIABILITY COVERAGE	018193395	01/01/2021	01/01/2022	LIMIT OF LIABILITY CLAIMS MADE	\$100,000 PER LEAGUE AGGREGATE			
						S&P	SECURITY AND PRIVACY LIABILITY INSURANCE	\$100,000 PER LEAGUE SUBLIMIT OF LIABILITY ** \$1,000 PER LEAGUE RETENTION	RETROACTIVE DATE	CONTINUITY DATE
							REGULATORY ACTION SUBLIMIT OF LIABILITY	\$100,000 PER LEAGUE SUBLIMIT OF LIABILITY \$1,000 PER LEAGUE RETENTION	POLICY INCEPTION	POLICY INCEPTION
	EM	EVENT MANAGEMENT INSURANCE	\$100,000 PER LEAGUE SUBLIMIT OF LIABILITY ** \$1,000 PER LEAGUE RETENTION	NOT APPLICABLE	POLICY INCEPTION					
		CRIME COVERAGE				EACH LOSS	\$35,000			
						AGGREGATE	NONE			
B	X	SPORTS EXCESS ACCIDENT	SRG9105434	01/01/2021	01/01/2022	As in Master Policy: Med. Max. \$100,000 Deductible \$50	As in Master Policy Excess			

"X" INDICATES COVERAGE(S) SELECTED FOR ADDITIONAL NAMED INSURED

ADDITIONAL INSURED

Who is an Insured (SECTION II) of the General Liability policy is amended to include as an insured the person or organization shown in the schedule, but only with respect to liability arising out of the above named Little League's maintenance or use of ball fields, or other premises loaned, donated, or rented to that Little League by such person or organizations and subject to the following additional exclusions:

- Structural alterations, new construction, maintenance, repair or demolition operations performed by or on behalf of the person or organization designated in the Schedule and/or performed by the above named Little League; and
- That part of the ball field or other premises not being used by the above named Little League.

NAME AND ADDRESS OF PERSON OR ORGANIZATION:

- Town of Kennebunk
- Town of Arundel

INSURED

Little League Baseball Risk Purchasing Group, Incorporated
 539 U.S.RT. 15 Highway
 South Williamsport, PA 17702

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.


 AUTHORIZED REPRESENTATIVE