

**South Berwick
Town Council Meeting
June 28, 2022**

Vice-Chair John C. Kareckas called the meeting to order at 6:18pm. Councilors present included John James, Jeff Minihan, and Jessica Cyr. Town Manager Tim Pellerin and Assistant Town Manager Jennifer Janelle were also in attendance. Chair Mallory Cook participated by zoom.

Executive Session

1. On a motion by Mr. James, seconded by Ms. Cyr, it was unanimously voted to enter executive session at 6:19pm pursuant to 1MRSA §405.6A to conduct an interview with a potential planning board member.

On a motion by Mr. James, seconded by Ms. Cyr, it was unanimously voted to end the executive session at 6:37pm.

Mrs. Cook did not participate in the executive session due to technical issues with the owl.

Approval of Minutes

1. Town Council 6-14-22: On a motion by Mr. James, seconded by Ms. Cyr, it was unanimously voted to adopt the minutes after including several public comments. (These comments weren't originally included because the Clerk was not present due to the Election and there were problems with the zoom recording).

Treasurer's Warrant

1. On a motion by Mr. James, seconded by Ms. Cyr, it was unanimously voted to sign the warrant dated June 23, 2022 in the amount of \$137,696.21.

Public Comment

1. Abby Sherwood, Tamarack Dr, made note that Pat Robinson's comments at the last meeting need to be added to the minutes. Pat praised the Town Manager for his first 6 months in town.

On a motion by Mr. James, seconded by Ms. Cyr, it was unanimously voted to suspend the rules and take action on New Business #1 prior to the Town Manager's report. See below.

Town Manager's Report

-Highway: Speed tables are being installed on Liberty, as requested by residents. Brattle Street is paved.

-Police: In the last two weeks there have been 0 arrests, 1 accident, and 87 traffic stops. Chief Ruger is working on obtaining accreditation from the Maine Law Enforcement Accreditation Program. Officer Macleod will replace Sgt. Upton as the School Resource Officer. Officer Scott Stephens will be South Berwick's first Detective Sergeant and will be pinned on July 12th.

-Fire: There have been 14 calls in the last two weeks.

-Code & Planning: Conducted 15 inspections and issued 4 new permits. The Patten plan will be finalized on July 6th and Robillard's 11 unit building on Front Street is with the Planning Board.

-Library: The summer reading program currently has 160 participants. Lee will be in training in mid-July for the new computer system.

-Recreation & Seniors: The Strawberry Race/Walk had lower than anticipated participation, but went very well. Summer Camp starts today and next Wednesday the Fire Dept. will hold a Super Soaker event for the kids at Great Works School. The Seniors enjoyed two recent trips to see tribute shows for both Patsy Cline and Elvis. The 4th of July luncheon will be this Wednesday.

-Assessing: Verna is still working on the sales analysis. Preparing to get the GIS mapping online.

-Town Clerk: The office is busy with new registrations. Tyanne has completed another required course toward her certification.

-Transfer Station: Have ordered a more suitable plastics bin. New pricing will be discussed and presented to the Council at the next meeting.

-Finance: We have received the second ARPA funds check. Watching budgets closely and preparing for year end on Thursday. We are currently \$676,238 over budget for revenues and we anticipate expenses coming in about 2% under budget.

-Admin: Attended the quarterly meeting with water and sewer. The Tuskegee group will be here in July. They are planning a community supper on Sunday the 17th. Have met with a vendor to get quotes for a new playground near Cummings Mill. The PD has dealt with the vehicles on Paul Street. Staff has received training regarding on-the-job injuries. The website update is moving forward and making good progress. Our new CEO and Planner will start next week. Carpet will be installed in the 'new' chambers next week. Jennifer will be on vacation next week.

Unfinished Business

1 & 2. Mr. Kareckas stated that the formatting of the proposed language needs work. Mr. James expressed his concerns with the number of restrictions that other businesses are not subject to. The Clerk expressed her concerns for the role the Clerk will play in the licensing process.

On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to hold a workshop on August 2nd at 6:30pm to discuss the proposed ordinance language for both Medical Marijuana Registered Caregiver Performance Standards (10/21 & 11/22 drafts) and Registered Caregiver Home Occupation (4/22 draft).

3. The Council discussed the 2010 Traffic Study conducted by Sebago Technics. We have received a quote for an update. The Council discussed whether it wanted to proceed with only portions of the update. On a motion by Mr. Minihan, seconded by Mr. James, it was unanimously voted to accept the proposal from Sebago Technics and authorize the Town Manager to move forward with the update. The estimated cost is \$44,950 and will come from the TIF Account.

4. The Council discussed the moratorium on Solar Farms. Unanimous consent was to authorize the Manager to move forward with a new extension. On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to hold a public hearing on Tuesday, July 26th at 6:30pm.

New Business

1. The Manager explained the search process and how the choice for the new Fire Chief was made. Mr. Pellerin announced that he has chosen Nicholas Hamel as the next Chief. Nick has been with the department for 22 years and through the application process, has demonstrated a great vision for the future of the department.

On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to confirm the appointment of Nicholas Hamel as Fire Chief/Fire Warden effective July 29, 2022 at 12:00pm.

Kudos to Joe Rousselle and Mark Leach for everything they've done for the Department over the years. Mr. Hamel thanked the Council and Manager for the opportunity. Nick announced that his assistant will be Ray Delcourt; they have a very good working relationship.

The pinning ceremony will be at the Fire Station on July 11th at 6:00pm.

2. On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to appoint Zachariah Nobel to the Planning Board with a term to expire June 30, 2023.

3. On a motion by Mr. Minihan, seconded by Ms. Cyr, it was unanimously voted to re-appoint the following board and committee members with terms to expire June 30, 2025:

Building Committee: David Stansfield & Brad Christo
 Historic District Commission: B. Dan Boyle & Virginia Jennings
 Library Advisory Board: Katherine Gilchrest
 Planning Board: Greg Zinser
 Recreation Committee: B. Dan Boyle
 Zoning Board of Appeals: Jeffery Clark

4. As requested by Councilor Minihan, the Council discussed the Town becoming a Certified Local Government (CLG) through the National Historic Preservation Commission. South Berwick already meets the requirements. Becoming a CLG could mean access to help with technical and financial resources, which will compliment and allow TIF funds to be used more widely.

It was agreed to authorize Councilor Minihan to continue researching the program.

Councilor Comments

1. Ms. Cyr:

- Gave a shout out to the library for its excellent programs.
- Stated that it was great to be able to participate in the Strawberry Festival again.
- Happy 4th everyone.

2. Mr. Kareckas:

- Although smaller than in past years, the festival went very well. He added that the committee did a great job at getting re-organized (after a couple of years off).
- Attended the SMRPDC annual meeting (by zoom). There was a lot of discussion regarding State LD2003 (zoning). There may be some relief, there was no accommodation for municipalities that only act on ordinances one a year at their annual town meetings.
- Happy 4th.

Adjournment

On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to adjourn the meeting at 8:23pm.

Attest:

Barbara Bennett, CCM

DRAFT

A / P Warrant

South Berwick
4:43 PM

Bank: KENNEBUNK - Operating

06/30/2022
Page 1

Type	Check	Amount	Date	Wrnt	Payee
P	44980	1,685.00	06/29/22	80	0212 FUNTOWN SPLASHTOWN USA INC
P	44981	21,829.95	06/29/22	80	0132 BUREAU OF MOTOR VEHICLES
R	44982	18.38	06/30/22	80	0058 AMAZON
R	44983	533.11	06/30/22	80	0771 ATLANTIC FUELS
R	44984	1,318.93	06/30/22	80	0054 BAKER & TAYLOR
R	44985	2,169.60	06/30/22	80	0011 BERGERON PROTECTIVE CLOTHING LLC
R	44986	7,941.14	06/30/22	80	0012 BERNSTEIN, SHUR, SAWYER & NELSON
R	44987	583.46	06/30/22	80	0957 BOWDEN, SCOTT
R	44988	185.18	06/30/22	80	0288 BROX INDUSTRIES
R	44989	106.31	06/30/22	80	0048 Capital One
R	44990	377.00	06/30/22	80	0399 CARDIO PARTNERS, INC.
R	44991	9,211.27	06/30/22	80	1026 CHADWICK-BAROSS
R	44992	480.44	06/30/22	80	1150 CHAPPELL TRACTOR
R	44993	681.90	06/30/22	80	1151 CLAVETTE CONSULTING
R	44994	238.68	06/30/22	80	0763 DAYTON SAND & GRAVEL CO., INC.
R	44995	179.00	06/30/22	80	0448 DIRIGO SAFETY, LLC
R	44996	1,075.00	06/30/22	80	0107 DOUCETTE EXCAVATING
R	44997	191.83	06/30/22	80	0156 DRAKE, NICOLE
R	44998	175.00	06/30/22	80	0638 Edison Press
R	44999	3,714.50	06/30/22	80	0051 HARRISON SHRADER ENTERPRISES LLC
R	45000	56.22	06/30/22	80	1149 JONES, KRISTEN
R	45001	1,703.90	06/30/22	80	0419 LAKES REGION FIRE APPARATUS INC.
R	45002	1,730.00	06/30/22	80	0952 LANCASTER, DAN
R	45003	623.00	06/30/22	80	0169 M W GRENIER ENTERPRISES LLC
R	45004	1,170.00	06/30/22	80	1146 NEW ENGLAND VEHICLE OUTFITTERS
R	45005	208.91	06/30/22	80	0944 O'REILLY FIRST CALL
R	45006	187.26	06/30/22	80	0518 PANTER, STEVE
R	45007	3,429.23	06/30/22	80	0089 PIKE INDUSTRIES INC
R	45008	355.25	06/30/22	80	0232 QUILL CORPORATION
R	45009	400.00	06/30/22	80	1148 QUINN, NICK
R	45010	98.32	06/30/22	80	0254 SANEL AUTO PARTS
R	45011	1,524.25	06/30/22	80	0483 SEACOAST PRINTING INC.
R	45012	350.00	06/30/22	80	0240 SIGNS BY MO
R	45013	125,000.00	06/30/22	80	0184 SOUTH BERWICK SEWER DISTRICT
R	45014	1,859.00	06/30/22	80	0195 SOUTHERN MAINE PLANNING & DEVLOPMENT, INC
R	45015	14,092.00	06/30/22	80	1147 SPORTS FIELDS INC.
R	45016	34.47	06/30/22	80	0936 STAPLES-LIBRARY ACCOUNT
R	45017	585.00	06/30/22	80	0412 STELLA, ROBERT
R	45018	2,901.20	06/30/22	80	0095 STELLAR NETWORKS
R	45019	350.00	06/30/22	80	0520 TREASURER, STATE OF MAINE

Total 209,353.69

Count

Checks	40
Voids	0

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties name in this schedule as signed by the Town Council below:

John Kareckas _____

John James _____

Jeff Minihan _____

Jessica Cyr _____

Mallory Cook _____

APPROVED _____

DATE _____

TOWN MANAGE

A / P Warrant

South Berwick
11:00 AM

Bank: KENNEBUNK - Operating

07/06/2022
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	45020	385.99	07/06/22	2	1017 BLAST PARTY RENTALS LLC
R	45021	89,000.00	07/06/22	2	0695 Howard P. Fairfield, LLC
R	45022	75.00	07/06/22	2	0699 JANELLE , JENNIFER
R	45023	700.00	07/06/22	2	0569 MAINE INFONET COLLABORATIVE
R	45024	56,169.05	07/06/22	2	0127 MAINE MUNICIPAL ASSOCIATION
R	45025	400.00	07/06/22	2	0082 MAINE RESOURCE RECOVERY
R	45026	728,737.86	07/06/22	2	0129 MAINE SAD 35
R	45027	75.00	07/06/22	2	1071 PELLERIN, TIMOTHY
R	45028	75.00	07/06/22	2	0167 REDIMARKER, JAY
R	45029	775.00	07/06/22	2	0090 SHOEM CORP
R	45030	1,500.00	07/06/22	2	0013 VJB SERVICES, LLC
R	45031	8,191.50	07/06/22	2	0102 YORK AMBULANCE ASSN INC
R	45032	1,900.00	07/06/22	2	0432 YORK COUNTY COMMUNITY ACTION CORPORATION
R	45033	589.59	07/06/22	2	0914 YORK COUNTY TREASURER
Total		888,573.99			

Count

Checks	14
Voids	0

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John Kareckas _____ John James _____

Jeff Minihan _____ Jessica Cyr _____

Mallory Cook _____

APPROVED _____

DATE _____

TOWN MANAGE _____

A / P Warrant

South Berwick-2022
12:40 PM

Bank: KENNEBUNK - Operating

07/06/2022
Page 1

Type	Check	Amount	Date	Wrnt	Payee
R	45034	720.00	07/06/22	81	1152 ATLANTIC LIFE SAFETY SERVICES
R	45035	976.91	07/06/22	81	0054 BAKER & TAYLOR
R	45036	7,111.70	07/06/22	81	0011 BERGERON PROTECTIVE CLOTHING LLC
R	45037	98.58	07/06/22	81	0094 BILL DUBE INC.
R	45038	28,730.08	07/06/22	81	0132 BUREAU OF MOTOR VEHICLES
R	45039	355.64	07/06/22	81	0183 CENTRAL MAINE POWER
R	45040	936.64	07/06/22	81	1153 ENVIROSIGNS
R	45041	111.49	07/06/22	81	0354 FALLON, TOM
R	45042	1,422.54	07/06/22	81	0230 FARWELLS AUTO SERVICE
R	45043	389.30	07/06/22	81	0036 FIRE TECH & SAFETY OF NE, INC
R	45044	150.00	07/06/22	81	0605 Haven
R	45045	1,930.14	07/06/22	81	0168 HOME DEPOT CREDIT SVCS
R	45046	110.00	07/06/22	81	0209 HUSSEY SEPTIC
R	45047	210.69	07/06/22	81	0699 JANELLE , JENNIFER
R	45048	800.00	07/06/22	81	0952 LANCASTER, DAN
R	45049	74,459.58	07/06/22	81	0080 LIBBY SCOTT INC.
R	45050	10,179.74	07/06/22	81	0179 MAINE DEPARTMENT OF INLAND FISHERIES AND WILD LIFE
R	45051	420.22	07/06/22	81	0800 MONTAGE ENTERPRISES, INC
R	45052	333.41	07/06/22	81	1061 NEGM ELECTRIC, LLC
R	45053	705.00	07/06/22	81	0088 P GAGNON & SONS INC
R	45054	77.61	07/06/22	81	0145 PETTY CASH - TOWN OFFICE
R	45055	2,206.60	07/06/22	81	0089 PIKE INDUSTRIES INC
R	45056	3,906.25	07/06/22	81	0483 SEACOAST PRINTING INC.
R	45057	1,462.98	07/06/22	81	0936 STAPLES-LIBRARY ACCOUNT
R	45058	15.00	07/06/22	81	0143 TREASURER OF STATE-CONCEALED FIREARMS
R	45059	303.00	07/06/22	81	0180 Treasurer, State of Maine
R	45060	244.00	07/06/22	81	0827 Treasurer, State of Maine DR&Vital Statistics
Total		138,367.10			

Count

Checks	27
Voids	0

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John Kareckas _____

John James _____

Jeff Minihan _____

Jessica Cyr _____

Mallory Cook _____

APPROVED _____

DATE _____

TOWN MANAGE _____

LD 2003 Overview

Southern Maine Planning and
Development Commission



SMPDC

SOUTHERN MAINE PLANNING & DEVELOPMENT COMMISSION

Overview

LD 2003 was passed by the Legislature in last session and approved by the Governor on April 27, 2022.

- The purpose is to “increase housing opportunities in Maine.”
- Requires municipalities to allow certain housing types and densities, depending on various factors
- Officially in effect 90 days after being enacted, but **requirements do not take effect until July 1, 2023**
- Important to note this needs to go through rule making so take our interpretation with that in mind.

Key Components

There are three major and discrete components to LD 2003:

- Affordable housing density with long term requirements for affordability
- Increased density
- Accessory dwelling units

Part 1: Affordable Housing - Requirements

Density	Parking	Location requirements	Water and wastewater	Length of affordability for designated affordable units
2 ½ times existing base density	Up to 2 off-street spaces for every 3 units	Zoning district that allows multifamily dwellings	If connected to public water or sewer, must show system has capacity to serve; and proof of payment for connection if served by septic, LPI must verify adequate system; licensed site evaluator must design system; must show evidence prior to c/o	30 years minimum
		Designated growth area or area served by public water and public sewer	For wells, owner must provide evidence of potability. Evidence must be shown prior to issuance of c/o	30 years minimum

Diagram by Jensen Baird

Part 2: Increased Density Requirements

Vacant-not served by water or sewer or located in designated growth area	Vacant- served by water or sewer or located in designated growth area	Developed with one dwelling unit	Dimensional requirements (all areas)	Water and wastewater	Restrictions
Up to 2 dwelling units per lot	Up to 4 dwelling units per lot	Up to 2 additional dwelling units, one in the same building or attached and/or one detached dwelling unit; municipality may allow more	Cannot exceed dimensional or setback requirements established for single-family dwellings	If connected to public water or sewer, must show system has capacity to serve and proof of payment for connection; if served by septic, LPI must verify adequate system; licensed site evaluator must design system; must show evidence prior to c/o	If more than one ADU or additional dwelling unit is constructed under the statute, no additional increases are allowed unless otherwise provided by Ordinance
				For wells, owner must provide evidence of potability. Evidence must be shown prior to issuance of c/o	If a dwelling unit in existence on 7-1-2023 is torn down and results in vacant lot, Ordinance may allow or prohibit additional density
					Subject to subdivision review and shoreland zoning

Diagram by Jensen Baird

Part 3: Accessory Dwelling Units

Allowed use	Where located	Zoning requirements	Size requirements	Water and wastewater
At least one must be allowed on any lot where housing is permitted and a single-family dwelling exists	May be added to existing dwelling structure, attached to existing structure or in new structure	Exempt from density requirements	Minimum-190 square feet; municipality may establish a maximum size	If connected to public water or sewer, must show system has capacity to serve and proof of payment for connection; if served by septic, LPI must verify adequate system; licensed site evaluator must design system; must show evidence prior to c/o
		No additional parking required for unit		For wells, owner must provide evidence of potability. Evidence must be shown prior to issuance of c/o
		Subject to same setbacks as building in which unit is located		
		Must comply with Shoreland zoning		

Diagram by Jensen Baird

Housing Scenario How it breaks down



"Growth Area" Requirements

- Part 1, and the "Up to 4 Units" section of Part 2 are only allowed in *"designated growth areas of a municipality consistent with section 4349-A subsection 1, paragraph A or B"* or if the lot is served by public water & sewer.
- This includes:
 - *Communities with consistent comprehensive plans:* Identified growth area
 - *Communities without consistent comprehensive plans:* Areas served by public sewer and water system, Census Designated Places, and Urban Compact Areas

What's Coming

- Governor's Office of Policy Innovation and the Future
 - Working on an interim guidance document & FAQ's
 - Working on setting up an email "hotline" for questions
 - Starting to create technical assistance grant programs
 - Will be hiring 2 new staff members to implement after 90 day period
- Department of Community Development & Department of Agriculture, Conservation & Forestry
 - Rulemaking should begin after 90 day period

What Municipalities Can Do

- Enact lot size per unit requirements, as long as the required area for subsequent units is not larger than the first.
- Define maximum square footage of accessory dwelling units
- Define maximum number of allowed accessory dwelling units (one or more)
- Regulate short term rentals if the town chooses to do so
- Be aware of applicability in your municipalities (where is your “growth area”?)

**Municipal Officials
Fiscal Year 2022/2023**

Tim Pellerin	Town Manager, Tax Collector, Treasurer, Road Commissioner
Jennifer Janelle	Assistant Town Manager
Bernstein Shur	Attorney
Barbara Bennett, CCM	Town Clerk, Registrar of Voters, IF&W Agent, Motor Vehicle Agent (Excise Tax Collector)
Verna Sharpe	Assessing Agent
Jenifer McCabe	Code Enforcement Officer
Tamara Bellman	Planner
Jay Redimarker	Public Works Superintendent
David Ruger	Police Chief, Constable
Nicholas Hamel	Fire Chief, Fire Warden
Blain Cote	Emergency Management Director
Harvey Barr	Animal Control Officer
Lee Shaw	Library Director
Nicole Drake	Recreation Director
Dawn Moreau	General Assistance Administrator

Affirmed this 12th day of July 2022:

Mallory Cook, Chair

Jessica Cyr

John C. Kareckas

Jeffrey Minihan

John J. James

TOWN COUNCIL

Agenda Information Sheet

Meeting Date: July 12, 2022	NB #2
Agenda Item: Highland Ave – request to open road	
Department Head Recommendation:	
<p>The Morgan/Yazdi family has been planning to build on 48 & 52 Highland Ave. On 7/21/2021 the sewer impact fee was paid for 48 Highland Ave. While they were looking to secure local contractors and save funds the town paved the road. The road was paved during the 2020/2021 season and the stubs had not been installed.</p>	
Town Manager's Recommendation	
<p>Make a motion to lift the road opening moratorium to run water and sewer lines for 48 & 52 Highland Ave.</p>	
Requested Action	
<p>Town Council to pass a motion as stated above to allow the Morgan/Yazdi family to open the road for water and sewer.</p>	
Vote	

Dear South Berwick Town Council,

We have been planning to build on 48 & 52 Highland Avenue in South Berwick to move both my family and my parents and start our life here in town. Last summer/June 2021 we applied for our building permit and paid for sewer impact fee for 48 Highland Avenue. It took us a few months to secure local contractors and save funds. By early spring when we were ready to break ground, we were informed that Highland Ave was paved in the meanwhile and the stubs were not placed for our land prior to new pavement.

Here we request the South Berwick Town Council to grant us an exception to the five-year moratorium so the sewer and water district can open the road in order to place the stubs for us to start building our home. We appreciate your time and understanding in helping us build our residence and start our life in South Berwick. We are looking forward to being part of our beautiful new community.

Regards

Glarh & Jamie Morgan

Kamyar Yazdi



South Berwick Sewer District

293C Main Street

P.O. Box 320

South Berwick, ME 03908-0320

207-384-2760

June 30, 2022

Mr. Tim Pellerin, Town Manager
Town of South Berwick
180 Main Street
South Berwick, ME 03908

Via: email tpellerin@sbmaine.org

RE: Sewer Service Highland Ave

Dear Mr. Pellerin;

The South Berwick Sewer District in cooperation with the water district is proposing one approximately 30-foot-wide pavement cut on Highland Avenue to provide water and sewer service to the two vacant lots created by Seacoast Christian Academy.

To facilitate water service an approximately four-foot-wide trench will have to be excavated 5 feet deep across each end of the pavement cut with two sewer services being placed at an approximate depth of 6 feet in one trench across the center of the cut. The sewer district will allow both services to be placed in one trench and then separated onto each individual property once they are off the pavement.

Tom Harmon
Admin Assistant

Cc:

John Leach, SBWD

Scott Perry, SBSD

Dawn Moreau, Town of South Berwick

SBSD Office

https://sbsdoffice-my.sharepoint.com/personal/tharmon_sb-sd_org/Documents/SBSD/agendas/2022/highland_ave_service.docx

South Berwick Water District
80 Berwick Road
South Berwick, ME 03908

June 23, 2022

RE: Water Services for the vacant lots on Highland Ave

Tim Pellerin, Town Manager
Town of South Berwick
180 Main Street
South Berwick, ME 03908

Tim,

The South Berwick Water District has been approached to supply water service to the vacant lots on Highland Avenue, which were formally owned by Seacoast Christian Academy. To facilitate water service an approximately four-foot-wide trench will have to be excavated 5 feet deep across the entire road to complete this work. The Water District will allow both water services to be placed in one trench and then separated on to each individual property once we are off the road.

Best

John Leach
Superintendent
South Berwick Water District

TOWN COUNCIL
Agenda Information Sheet

Meeting Date: July 12, 2022	NB #3
Agenda Item: Liquor license renewal for Engrain.	
Department Head Recommendation:	
No issues have been reported.	
Town Manager's Recommendation:	
Requested Action:	
Approve the renewal.	
Vote	



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Section I: Licensee/Applicant(s) Information;
Type of License and Status

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Legal Business Entity Applicant Name (corporation, LLC): <u>Thistle Pig Restaurant Inc</u>	Business Name (D/B/A): <u>DBA Engrain</u>
Individual or Sole Proprietor Applicant Name(s): <u>Jennifer Fecteau</u>	Physical Location: <u>279 main St. South Berwick ME 03908</u>
Individual or Sole Proprietor Applicant Name(s): <u>N/A</u>	Mailing address, if different: <u>Same as above</u>
Mailing address, if different from DBA address: <u>Same as DBA.</u>	Email Address: <u>jentee207@gmail.com</u>
Telephone # Fax #: <u>N/A FAX</u> <u>207 704 0624 or 603-205-3328</u>	Business Telephone # Fax #: <u>207-704-0624</u>
Federal Tax Identification Number: <u>464616897</u>	Maine Seller Certificate # or Sales Tax #:
Retail Beverage Alcohol Dealers Permit:	Website address: <u>www.engrainkitchen.com</u>

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 8/10/22
2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
Food: \$342,842.50 Beer, Wine or Spirits: \$10,421.39 Guest Rooms: N/A
3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
☒ Malt Liquor (beer) ☒ Wine ☐ Spirits

4. Indicate the type of license applying for: (choose only one)

- ☒ Restaurant (Class I, II, III, IV) ☐ Class A Restaurant/Lounge (Class XI) ☐ Class A Lounge (Class X)
- ☐ Hotel (Class I, II, III, IV) ☐ Hotel – Food Optional (Class I-A) ☐ Bed & Breakfast (Class V)
- ☐ Golf Course (included optional licenses, please check if apply) (Class I, II, III, IV) ☐ Auxiliary ☐ Mobile Cart
- ☐ Tavern (Class IV) ☐ Other: _____
- ☐ Qualified Caterer ☐ Self-Sponsored Events (Qualified Caterers Only)

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

279 Main St. South Berwick ME 03908

6. Is the licensee/applicant(s) citizens of the United States?

☒ Yes ☐ No

7. Is the licensee/applicant(s) a resident of the State of Maine?

☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☒ Not applicable – licensee/applicant(s) is a sole proprietor

S. CORP. sole owner

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

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

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Jennifer Fecteau	8/17/81	Biddeford, ME

Residence address on all the above for previous 5 years

Name	Address:
Jennifer Fecteau	9 Emerys Bridge Rd S. Berwick ME 03908
Name	Address:
Name	Address:
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☐ Yes ☒ No

If No, please provide the name and address of the owner:

Terry Smith 4 Oxford Ct. Kennebunk, ME 04043

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: N/A

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

casual eatery, 40 seats. lunch + dinner
Beer + wine only.

20. 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?

Name: Central School

Distance: .1 mile

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 6/28/22

Jennifer Fedora
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

SOUTH BERWICK TRANSFER STATION
DISPOSAL FEES
Wednesdays & Saturdays 7:00-6:00 Sundays 7:00-Noon

CONSTRUCTION & WOOD	
Bags/Barrels	\$2.00
Bags w/ Trash & Recyclables	\$10.00
Small Trailer (4'x6')	\$45.00
Small Pickup (4'x6')	\$45.00
Full Size Trailer (5'x6') (5'x8')	\$60.00
Full Size Pickup (5'x6') (5'x8')	\$60.00
Shingles One Square (3 bundles, Covers 10x10)	\$10.00

COMPUTER EQUIPMENT & TV'S	
Monitors	\$5.00
CPU'S (Desktops & Towers)	\$2.00
Laptops & Notebooks	\$2.00
Copiers, Printers, Scanners & Fax Machines (each)	\$5.00
Floor Models (of above)	\$25.00
Keyboard, Mouse (each), Computer Speakers (pair)	\$1.00
TV - Up to 24"	\$10.00
TV - 25" & Larger	\$15.00
TV - Consoles & Cabinets	\$25.00

HOME ENTERTAINMENT	
CD & DVD Players	\$2.00
VCR's & Tape Decks	\$2.00
Amplifiers & Pre-Amps	\$2.00
Receivers & Tuners	\$2.00
TV Tuners & Cable Boxes	\$2.00
Corded & Cordless Phones	\$2.00
Satellite Receivers & Dishes	\$2.00
Cabinet Speakers (each)	\$2.00
Turntables & Combo Units	\$2.00
Boom Boxes/Portable Radios	\$2.00

TOWN GARBAGE BAGS	
Small Blue Bags	\$5.00
Large Blue Bags	\$8.00

FURNITURE & BULKY ITEMS	
Sofa	\$10.00
Sleeper/Sectional	\$15.00
Stuffed Chair	\$5.00
Recliner	\$10.00
Mattress or Box Spring (each)	\$10.00
Wooden Chair	\$0.50
Table	\$5.00
Bureau	\$5.00
Headboard/Footboard (each)	\$1.00
Carpet (4x6)	\$5.00
Carpet (8x10)	\$8.00
Carpet (8x10)	\$10.00

WHITE GOODS	
Refrigerator or Freezer	\$15.00
Air Conditioner	\$15.00
De-Humidifier	\$15.00
Stoves & Microwaves	\$5.00
Washers, Dryers & Dishwashers	\$5.00
Hot Water Tanks & Furnaces	\$5.00

TIRES	
Car/Pickup Tires 16½" or less	\$3.00
Car/Pickup Tires > 17"	\$4.00
Car/Pickup Tires on Rims	\$6.00
Construction/Heavy Truck	\$25.00
Heavy Equip/Tractor Tires	\$60.00

LIGHT FIXTURES	
4' Fluorescent Bulbs	\$1.00
8' Fluorescent Bulbs	\$2.00
Ballasts (Must be removed)	\$1.00

PROPANE TANKS	
20# (gas grill size)	\$2.00
Over 20#	\$20.00

This list is not Comprehensive. Fees listed above are subject to change
 All fees are "per item" unless otherwise specified
 Charges for any items not listed above will be determined by the Transfer Station Supervisor and are subject to review
 on the following business day.