

Town of Wayne Selectboard

Members: Don Welsh, Trent Emery, Amy Black, Stan Davis, and Lloyd Irland

Special Meeting Agenda

Date: ~~Tuesday, April 21, 2020~~ April 28, 2020

Time: 6:30 PM.

Place: "Remote Participation Only"

Join Zoom Meeting

<https://us02web.zoom.us/j/81188294070?pwd=MlZvRml0c3F1VUFRdYt0ZTdVYWZaUT09>

Meeting ID: 811 8829 4070

Password: 005962

Selectboard Members Present / Quorum.

Call Meeting to Order.

We encourage everyone in attendance to read the Selectboard Bylaws.

Selectboard Meetings are working meetings between Board members and town staff.

All participants must be recognized by the Chairperson before speaking.

Pledge of Allegiance.

Conflict of Interest.

Minutes.

a. Consider approving the Selectboard meeting minutes for April 7, 2020.

Manager Recommendation: Move the Board to approve the Selectboard meeting minutes for April 7, 2020.

Warrants.

a. Consider approving Payroll Warrant #51.

Manager Recommendation: Move the Board to approve Payroll Warrant #51 in the amount of \$7,256.80.

b. Consider approving Accounts Payable Warrant #52.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #52 in the amount of \$18,272.27.

c. Consider approving Payroll Warrant #53.

Manager Recommendation: Move the Board to approve Payroll Warrant #53 in the amount of \$ __, __. __.

d. Consider approving Accounts Payable Warrant #54.

Manager Recommendation: Move the Board to approve Accounts Payable Warrant #54 in the amount of \$ __, __. __.

New Business.

Set Secret Ballot Election and/or Referendum Election

Manager Recommendation: Move the Board Set Secret Ballot Election and/or Referendum Election for July 14, 2020.

Consider Application for an On-Premises License.

Manager Recommendation: Move the Board to approve Beaver Brook Campground application for an On-Premises License.

Require Employees to Wear Face Coverings.

Open Burning.

Old Business.

MaineDOT Paving/ Sidewalk Update.

Ladd Recreation Center Director Update.

Code Enforcement Officer Update.

Selectboard Goals.

Broadband Update.

Supplements and Abatements.

Brenda Joseph, 004-021-B

Brenda Joseph, 004-021-E

Town Manager Report.

Coronavirus Resources.

Board Member

Public Comments.

Adjourn.

The next regularly scheduled for **Tuesday May 5, 2020**, by Remote Participation Only.

**Town of Wayne, Maine
Special Select Board Meeting Minutes
Tuesday April 7, 2020
Remote Participation Only**

Call Meeting to Order/ Selectmen Present

Don Welsh determined quorum and called meeting to order at 4:06 PM with the following members present: Don Welsh, Trent Emery, Amy Black, Lloyd Irland, and Stan Davis
Others Present: Aaron Chrostowsky, Town Manager

Meeting Minutes:

The Board approved the Selectboard meeting minutes for March 31, 2020. (Black/ Davis) (5/0).

Warrants:

None.

Old Business:

- **Consider awarding 2020 Spirit of America Foundation Award.**
The Board awarded the 2020 Spirit of America Foundation Award to Ken Spalding and Planning Board. (Irland/ Davis) (5/0).
- **Consider dedicating 2019 Annual Town Report.**
The Board dedicated the 2019 Annual Town Report to all those essential/ first responders and individuals who helped during the Corona Virus Pandemic. (Irland/ Davis) (5/0).

New Business:

- **Webmail Presentation by Stan Davis.**
- **Machias Savings Bank Rapid Response Grant.**
- **Ladd Special Fund Policy.**
The Board approved the Ladd Special Fund Policy. (Davis/ Black) (5/0).
- **Consider issuing a Municipal Overlimit Permit for Construction Equipment Loads in Excess of Legal Limits on Municipal Ways to MEDOT Contractor.**
The Board approved issuing a Municipal Overlimit Permit for Construction Equipment Loads in Excess of Legal Limits on Municipal Ways to MEDOT Contractor with Bond. (Davis/ Black) (5/0).

Selectboard Goals: None.

Supplements and Abatements: None.

Town Manager Report:

- RJD Appraisal Services.
- Wayne Cane.
- Selectboard Tablets.
- Notify Wayne/ Code Red
- MMA memo on Coronavirus.

Board Member Reports:

Public Comments: None.

Motion to Adjourn at 7:50 PM. (Davis/Black) (5/0)

Special Selectboard Meeting Minutes – March 27, 2020

The next Special Select Board Meeting is scheduled for Tuesday, April 21, 2020 at 6:30 p.m. at the Remote Participation Only.

Recorded by:
Aaron Chrostowsky, Town Manager

Select Board Members

Don Welsh

Trent Emery

Amy Black

Stan Davis

Lloyd Irland

To: Selectboard

Budget Committee

From: Aaron Chrostowsky, Town Manager

Re: Budget Development/ Town Meeting Timeline - Updated

Date: 04/27/2020

<u>Date</u>	<u>Board/ Committee</u>	<u>Time</u>	<u>Activity</u>
Tues. April 5, 2020		12:00 PM	Nomination Papers Available (100 days before ATM)
Fri. May 7, 2020		4:30 PM	Nomination Papers Due & Referendum Questions Due (60 days before ATM)
Mon. June 15, 2020		12:00 PM	Absentee Ballots Available (30 days before ATM)
Wed. May 20, 2020	RSU Board ¹	6:30 PM	Regular Meeting "Budget Approval"
Wed. June 17, 2020	RSU Board ⁴	7:00 PM	Annual School Meeting "Budget Meeting"
Tues. July 14, 2020	Selectboard ⁵ RSU Board ⁵	8AM – 8PM 8AM – 8PM	Annual Town Meeting "Election of Officers" Budget Validation Referendum
Wed. July 15, 2020	Selectboard ⁵	6:00 PM	Annual Town Meeting "Budget Meeting"

Notes:

1. Maranacook High School Student Center; 2. Wayne Town Office; 3. Wayne Elementary School Gym; 4. Maranacook High School Gymnasium; 5. Ladd Recreation Center

RSU #38 Board of Directors
Revised Meeting Schedule
May – June 2020

May 6 – Business Meeting; budget workshop

May 20, Business Meeting; vote on budget

June 3 – Business Meeting

June 17 – Annual Meeting, gymnasium, 7:00 p.m.

July 14 (Referendum vote at individual towns)

Note: No meeting on May 13

Elected Town Officials

Board of Selectmen/Assessors and Overseers of the Poor [3YR-Elected]

Trent Emery, Vice-Chair	Term Expires in 6/30/2022
Amy Cushman Black	Term Expires in 6/30/2021
Stan Davis	Term Expires in 6/30/2021
<i>Don Welsh, Chair</i>	<i>Term Expires in 6/30/2020</i>
<i>Lloyd Irland</i>	<i>Term Expires in 6/30/2020</i>

Budget Committee [5YR-Elected]

Carol Ladd	Term Expires in 6/30/2024
David Stevenson	Term Expires in 6/30/2023
Dallas Folk, Chair	Term Expires in 6/30/2022
James Perkins	Term Expires in 6/30/2021
<i>Mitch Levesque</i>	<i>Term Expires in 6/30/2020</i>

RSU #38 School Board [3YR-Elected]

Gary Carr	Term Expires in 6/30/2021
<i>David Twitchell</i>	<i>Term Expires in 6/30/2020</i>

School Committee [3YR-Elected]

Stan Davis	Term Expires in 6/30/2021
<i>David Twitchell</i>	<i>Term Expires in 6/30/2020</i>
Theresa Kerchner	Term Expires in 6/30/2022

Moderator/ Deputy Moderator

Eric Gardner, Moderator
Douglas Stevenson, Deputy Moderator
Kristin Murray-James, Moderator

Reminder of New Nomination Paper and Referendum Filing Deadlines

Municipal clerks should be aware that the Legislature changed the filing deadline for municipal nomination papers from 45 days to 60 days prior to election day (see PL 2017, c. 248, § 9, amending 30-A M.R.S.A. § 2528(4)(C)). The new law became effective November 1, 2017.

The new 60-day filing deadline requires that nomination papers be made available 40 days before the filing deadline, which in most cases will be 100 days prior to the election. This means that municipal clerks will need to make nomination papers available earlier than in the past. For those municipalities with March annual elections, the new 60-day filing deadline may result in the need to make nomination papers available in December.

The new 60-day filing deadline will also apply to referendum questions, whether submitted by the municipal officers (selectmen or councilors) or by voter petition (see 30-A M.R.S.A. § 2528(5)). Note that the new law changes only the statutory filing deadline for nomination papers and referendum questions. There is no change to the requirement that absentee ballots be available at least 30 days prior to election day (see 21-A M.R.S.A. § 752). For municipalities governed by charter, this change may or may not apply, depending on the specific wording of the charter.

For more information on the new time frames for nomination papers see Supplement No. 3 to MMA's *Town Meetings & Elections Manual*, available at www.memun.org.



on premise

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

TELEPHONE: (207) 624-7220
FAX: (207) 287-3434
EMAIL INQUIRIES: maineliquor@maine.gov

Thank you for your interested in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- Your application is signed and dated by a duly authorized person.
- The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
 - The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
 - If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- A diagram of the facility to be licensed must accompany all applications whether for a new license or the renewal of an existing license
- If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- Have you applied for other required licensing from other state and federal agencies? See attached list.

Important – all applications whether for a new license or to renew an existing license for an on-premises liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
8 State House Station
Augusta, ME 04333-0008

2. Courier/overnight address:

Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement
10 Water Street
Hallowell, ME 04347



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.

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

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

Legal Business Entity Applicant Name (corporation, LLC): <i>Beaver Brook Campground, Inc</i>	Business Name (D/B/A): <i>Beaver Brook Campground</i>
Individual or Sole Proprietor Applicant Name(s): <i>James L Kent</i>	Physical Location: <i>Wayne, ME</i>
Individual or Sole Proprietor Applicant Name(s): <i>Danell D Kent</i>	Mailing address, if different:
Mailing address, if different from DBA address: <i>12 Wilson Pond Rd N Monmouth, ME 04865</i>	Email Address: <i>JKent@Beaver-Brook.com</i>
Telephone # Fax #: <i>207-933-2108</i>	Business Telephone # Fax #: <i>207-933-2108</i>
Federal Tax Identification Number: <i>01-0489905</i>	Maine Seller Certificate # or Sales Tax #: <i>1005615</i>
Retail Beverage Alcohol Dealers Permit:	Website address: <i>www.beaver-brook.com</i>

1. New license or renewal of existing license? New Renewal

If a renewal, please provide the following information:

Your current license expiration date: ~~8/7/20~~ *5/1/20 had the date moved*

The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: *45K* Beer, Wine or Spirits: *11K* Guest Rooms: *450K*

2. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

Malt Liquor (beer) Wine Spirits

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

- | | | |
|---|--|---|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course with auxiliary and mobile cart options
(Class I, II, III, IV) | | <input type="checkbox"/> Tavern
(Class IV) |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Other: Campground

Refer to Section V for the License Fee Schedule

4. If application is for a **new** license or the business is under new ownership, indicate starting date:

5. Business records are located at the following address:

1 Wilson Pond Road, N. Monmouth, ME 04265

6. 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

7. 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
Beaver Brook Campground	RET-2004-245	1 Wilson Pond Rd, N Monmouth, ME

8. 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
James L Kent	11/23/64	KS
Daneil D Kent	3/21/68	DE
Residence address on all the above for previous 5 years		
Name: James L Kent	Address: PO Box 265, N Monmouth, ME 04265	
Name: Daneil D Kent	Address: PO Box 265, N Monmouth, ME 04265	
Name:	Address:	
Name:	Address:	

9. Is the licensee/applicant(s) citizens of the United States? Yes No

10. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

11. 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

12. Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine? Yes No

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:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 207

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)

*Beaver Brook
Bucky's Bar & Grill, upper deck - located at Beaver
Brook Campground*

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: North Monmouth Community Church

Distance: 3 miles

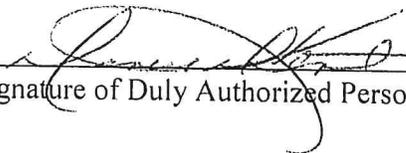
Section II: Signature; Fee; Delivery of application

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: 3/30/20


Signature of Duly Authorized Person*


Signature of Duly Authorized Person*

James L Kent
Printed Name Duly Authorized Person

Daniel D Kent
Printed Name of Duly Authorized Person

*The person signing this application must appear in Section VII on this application.

Section III: For use by Municipal Officers and County Commissioners only
Approval of an application for an on-premises liquor license

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 on this date: _____.

Check only one: City Town Unorganized Territory

Name of City/Town/Unorganized Territory: _____

Who is approving this application? Municipal Officers
 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 Approval Expires in 60 Days

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.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

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

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

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

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

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

* **Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

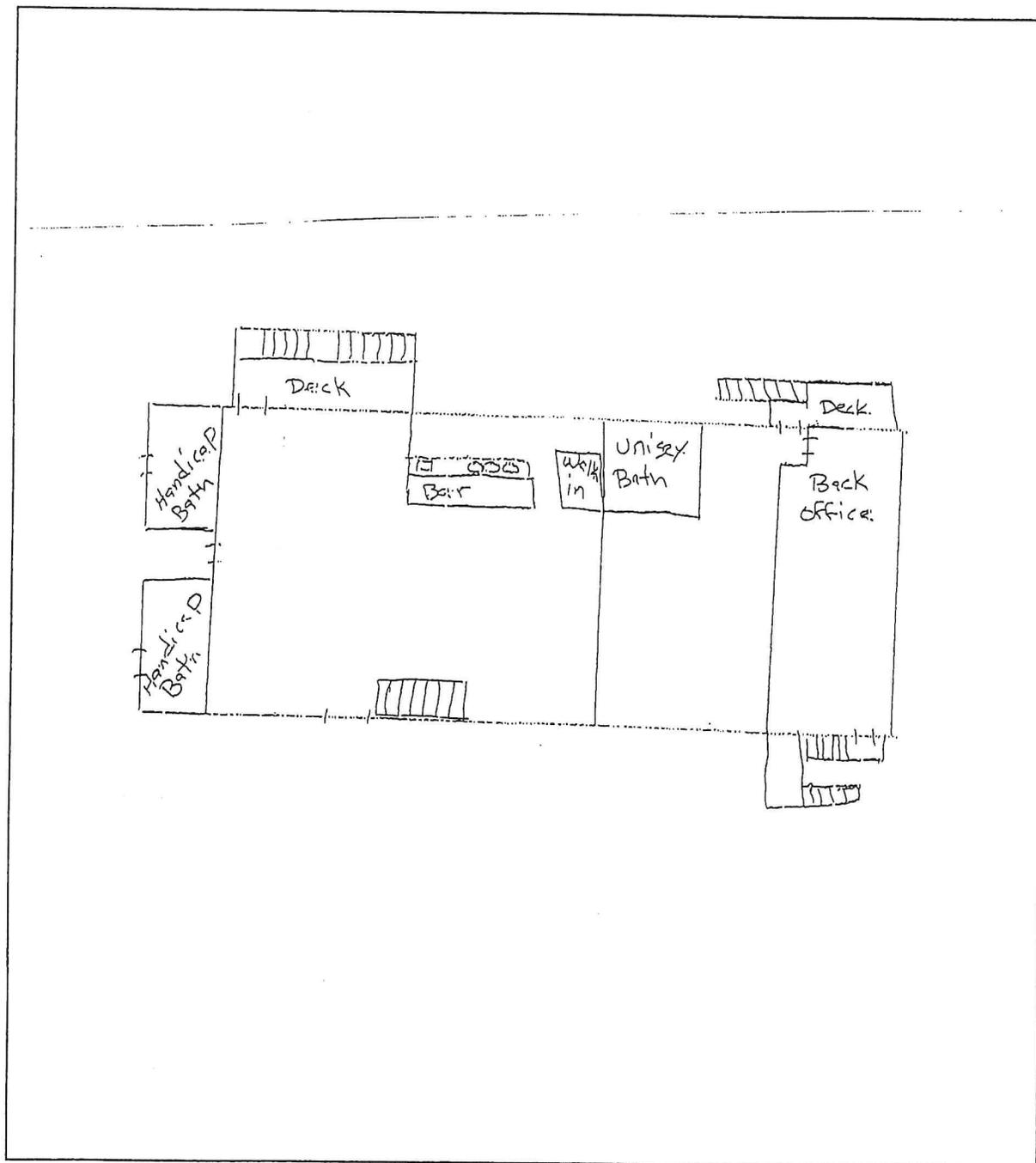
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

<u>Class of License</u>	<u>Type of liquor/Establishments included</u>	<u>Fee</u>
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
* Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00
Self-Sponsored Events	This class is for Qualified Caterers Only	\$ 700.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Beaver Brook Campground, Inc
2. Doing Business As, if any: _____
3. Date of filing with Secretary of State: 10/28/94 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
James L Kent	PO Box 265	11/23/64	Pres	100
Daneil D Kent	N Monmouth, ME 04265	3/21/68	Treas	

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

Wayne Town Manager

From: Coombs, Douglas <Douglas.Coombs@maine.gov>
Sent: Friday, April 17, 2020 7:30 AM
To: townmanager@waynemaine.org
Cc: Stevens, Thomas
Subject: WIN 23789.00 Wayne, Route 133
Attachments: Copy of 23789.00 Wayne Sidewalk Revised - Post Bid.pdf; Executed MSA 23789.00 Wayne.pdf

Importance: High

Good Morning Aaron,

I wanted to give you an update on WIN 23789.00 Wayne, Route 133 pavement preservation project that bids were opened for this past Wednesday April 15. The low bid exceeded the overall project estimate and current funding. Based on the low bid, the town's estimated cost for the project sidewalk work is approximately the same as the original estimate. During the final estimate development we did adjust a few items and unit costs based on the latest available data. The current municipal estimate based on the bid items and low bid unit costs would be \$15,197.18 (see attached spreadsheet). The original municipal estimated cost was \$16,301.01. The final municipal cost will depend on the final project quantities used to complete the sidewalk work. I have also attached a copy of the executed agreement.

We are waiting for MaineDOT management to decide if the project will be awarded. I will keep you updated.

Regards and be safe,

Doug

Douglas C. Coombs, PLS
Senior Project Manager – Highway Program
Maine DOT – Project Development - Region 2
Phone: (207)215-4051

From: Coombs, Douglas
Sent: Monday, February 24, 2020 7:51 AM
To: townmanager@waynemaine.org
Cc: Fullmer, Adam <Adam.Fullmer@maine.gov>; Stevens, Thomas (<Thomas.Stevens@maine.gov>
<Thomas.Stevens@maine.gov>; Giggey, Edith <Edith.Giggey@maine.gov>
Subject: FW: Executed Muni/State Agreement - Wayne WIN 23789.00

Hi Aaron,

Please see attached the executed Municipal/State agreement for the sidewalks.

We will keep you updated on the project. Tom Stevens is the construction project manager. I will let Tom know you have offered the town office conference room for meetings if needed.

If you any questions feel free to contact me.

Regards,

Doug

Douglas C. Coombs, PLS
Senior Project Manager – Highway Program
Maine DOT – Project Development - Region 2
Phone: (207)215-4051

From: Bushaw, Tina <Tina.bushaw@maine.gov>
Sent: Friday, February 21, 2020 8:45 AM
To: Coombs, Douglas <Douglas.Coombs@maine.gov>
Subject: Executed Muni/State Agreement - Wayne WIN 23789.00

Attached is a fully executed copy of the above subject agreement. Please forward a copy to the Municipality for their use and file.

~~~~~



*Tina L. Bushaw*

Procurement Manager  
Contract Procurement Office  
16 State House Station  
Augusta, ME 04333-0016  
Ph. (207) 624-3108  
Fax (207) 624-3621  
<http://www.maine.gov/mdot/cpo/>

## Wayne Town Manager

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**From:** Legal Services Department <legal@memun.org>  
**Sent:** Friday, April 17, 2020 1:45 PM  
**To:** Wayne Town Manager  
**Subject:** RE: Wayne - Face Masks/ PPE

Good afternoon, Aaron.

I called and left a message for you earlier to discuss. Not hearing from you, I want to get a response to your before the end of the day.

In response to your questions:

1. Yes, I believe you have the authority to direct employees to wear masks as a condition of employment. My recommendation is you put into writing a policy explaining that as a result of the health crisis, for the safety of all employees, the staff are required to wear masks. You may want to refine the policy to address the specific concerns you have, and you should also consider revising the personnel policy to account for circumstances such as this and the need to implement protective measures intended to safeguard the health of all employees.
2. I don't think you have any legal authority to require members of the public wear masks in order to receive town services. There is no legal authority to impose such a requirement in the absence of state mandate (the governor or the legislature). Additionally, enforcement would be a concern, and requiring masks might invite a disturbance from someone who is not wearing a mask or refuses.
3. No, I do not believe you could ask a member of the public to leave. As long as the town is open for business, you must accommodate residents. But certainly you are authorized to exercise protective measures as defined by some of the governor's executive orders in order to reduce risk to staff. Consider using social distancing, barriers, appointments, limited services, etc.

If you have not seen the link to Corona Virus resources on the MMA web-page, it contains a variety of helpful resources. It is located on the Maine page, in the upper right: <https://memun.org/Coronavirus-Resources>

I trust this is helpful. Please contact me if you need additional assistance.

Kindly,

MLS

**Michael L. Stultz, Staff Attorney**  
Legal Services Department

**Maine Municipal Association**  
60 Community Drive, Augusta, ME 04330  
1-800-452-8786 (in-state)  
207-623-8428  
FAX 207-624-0187  
[legal@memun.org](mailto:legal@memun.org)

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[Back to Web Site](#)

## Town of Wayne, Maine

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### No Open Burning

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Due to early spring conditions and concerns surrounding the COVID-19 outbreak that targets the respiratory system we are no longer issuing open burn permits in the Town of Wayne. Smoke from open burning would be irritating to those who may have the virus and any mishap could result in an unnecessary risk to our volunteer firefighters. We are fortunate to have dozens of volunteers and a fire scene is a hard place to maintain social distancing! Thank you for doing your part and refraining from open burning. This includes camp fires.

For more information, contact a Fire Warden.

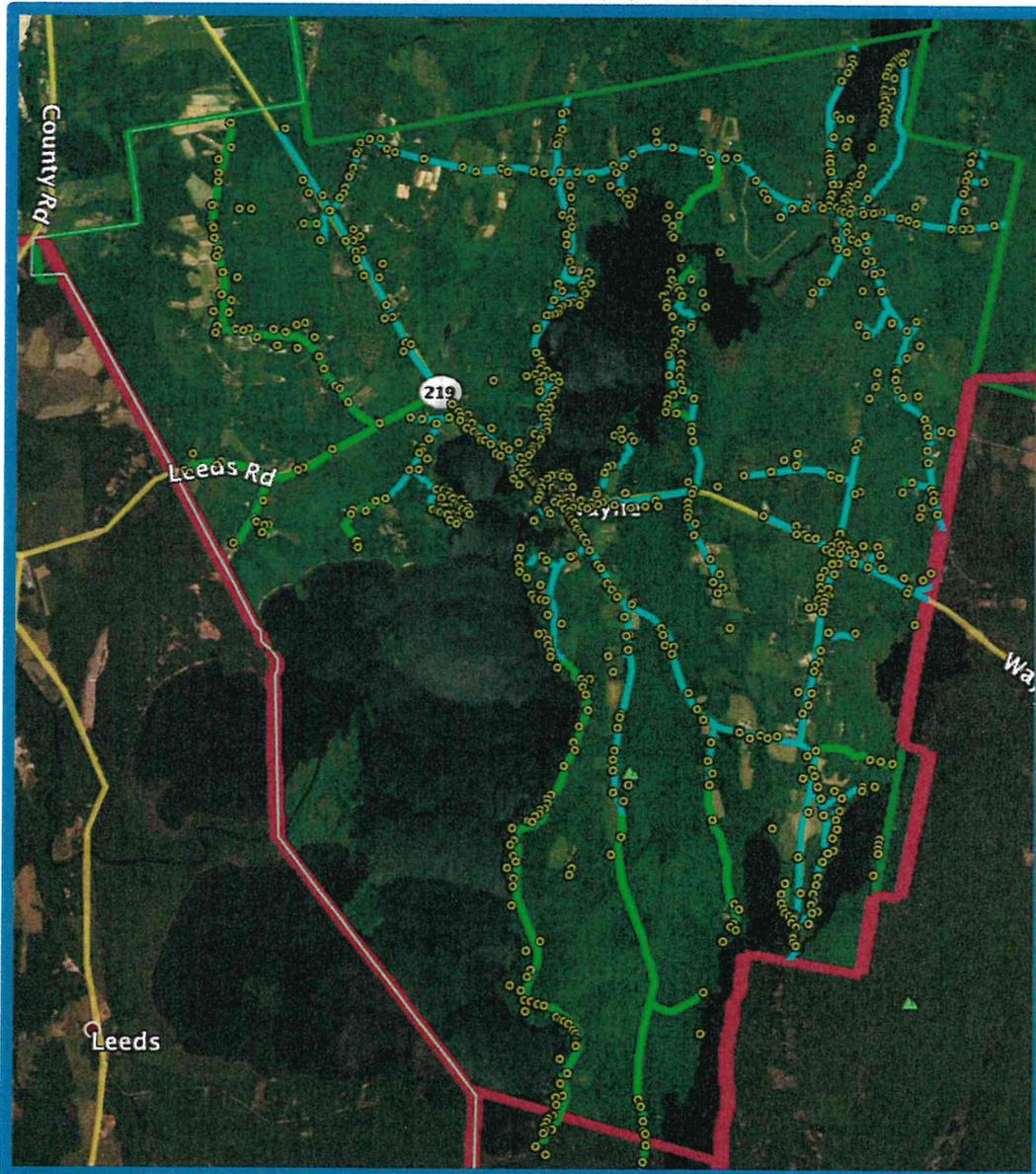
**Bruce Mercier, Fire Chief, (207) 685-8116**  
**Taylor Stevenson, Deputy Chief, (207)242-0613**  
**James Welch, Assistant Chief, (207) 592-3450**

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4.1.1.6 Wayne



|                                                                                     |                                                                                      |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
|  | <b>Dark Green = Town Boundary</b>                                                    |
|  | <b>Red Border with Darkened Landscape Image = Legacy FairPoint Service Territory</b> |
|  | <b>Light Green = Uncabled Road Segments</b>                                          |
|  | <b>Light Blue = Charter (Spectrum) Served Road Segments</b>                          |



SECTION 4.

GRANT OF AUTHORITY AND GENERAL PROVISIONS.

1. Grant of Franchise. The Grantor hereby grants to Grantee the non-exclusive right to construct, operate and maintain in, on, along, across, above, over and under the streets, alleys, lanes and public places of the Grantor, the poles, wires, cables, underground conduits, manholes and other facilities necessary for the maintenance and operation of a Cable Communications System throughout the entire territorial area of the Grantor to provide Cable Service and other communications and information services.
  
2. Level Playing Field. The Grantor agrees that any grant of additional franchises or other authorizations including OVS authorizations by the Grantor to any other entity to provide video or other services similar to those provided by Grantee pursuant to this agreement and over which the Grantor has regulatory authority shall require that service be provided for the same territorial area of the Grantor as required by this agreement and shall not be on terms and conditions (including, without limitation, the franchise fee obligations) more favorable less burdensome to the Grantee of any such additional franchise than those which are set forth herein.

In any renewal of this franchise, the Grantor, should it seek to impose increased obligations upon Grantee, must take into account any additional franchise(s) or authorizations previously granted and find that the proposed increase obligations in the renewal, are not more burdensome and/or less favorable than those contained in the additional franchise(s) or authorizations.

3. Acceptance; Effective Date; Franchise Term. Grantee shall file its acceptance with the Grantor by countersigning this Franchise which acceptance will acknowledge that Grantee agrees to be bound by and to comply with the provisions contained herein. The Franchise granted herein will take effect and be in full force from such date of acceptance by Grantee recorded on the signature page of this Agreement. The Franchise shall continue in full force and effect for a period of ten (10) years from the effective date.
  
4. Area Covered. This Franchise is granted for the entire territorial limits of the Grantor (Franchise Area). Grantee upon request will make service available to all residences within the territorial limits of the Grantor and any annexed territory: 1) in the event that such existing or annexed territory has a density of at least fifteen (15) homes per linear strand mile of cable as measured from existing cable system plant. 2) any such residence requesting service can be provided with service by a standard installation which will be no more than one hundred fifty (150) feet (Standard Installation) and 3) is not being served by a cable television system operator other than Grantee or its affiliates, an open video system or a satellite master antenna television system

APPLICATION FOR ABATEMENT OF PROPERTY TAXES

(Title 36 M.R.S.A., Section 841)

Abate  
2019  
only

This application must be signed and filed with the municipal assessor(s). A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

- 1. Name of Applicant: Brenda W. Joseph
- 2. Mailing Address: 26 Clyde Wells Rd, Fayette, ME 04349
- 3. Property Address or Map/Lot: 004-021B
- 4. Tax year for which abatement is requested: 2010, 2011, 2012, 2013, 2014, 2015,
- 5. Assessed valuation of real estate: \$21,500 2016, 2017, 2018, 2019
- 6. Assessed valuation of personal property: 0
- 7. Abatement requested in real estate valuation: \$21,500
- 8. Abatement requested in personal property valuation: N/A

9. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):  
Because the property was improperly (no notification to landowner) designated as zone of R-5, but still taxed as buildable land for 10 years (at least), all tax money should be returned. The acting code enforcement officer has deemed this land as unbuildable.

To the assessing authority of the Municipality of Wayne, ME.

In accordance with the provisions of Title 36 M.R.S.A., Section 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

02/04/2020  
Date

Brenda W. Joseph  
Signature of Applicant

- updated to 9/23/2019 when I first talked to assessor.

APPLICATION FOR ABATEMENT OF PROPERTY TAXES  
(Title 36 M.R.S.A., Section 841)

OK  
See  
Sheet

This application must be signed and filed with the municipal assessor(s). A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

- Name of Applicant: Brenda W. Joseph
- Mailing Address: 26 Clyde Wells Rd. Fayette, ME 04349
- Property Address or Map/Lot: 004-021-0E
- Tax year for which abatement is requested: 2019 ✓
- Assessed valuation of real estate: \$ 44,600
- Assessed valuation of personal property: 0
- Abatement requested in real estate valuation: \$ 44,600
- Abatement requested in personal property valuation: N/A
- Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):

This property has been deemed unbuildable by the acting code enforcement officer, but is assessed as buildable.

To the assessing authority of the Municipality of Wayne, ME.

In accordance with the provisions of Title 36 M.R.S.A., Section 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

02/04/2020  
Date

Brenda W Joseph  
Signature of Applicant

- backdated to 9/23/2019 when I first talked to assessor.

# TOWN OF WAYNE

Incorporated February 12, 1798

48 Pond Road  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

April 27, 2020

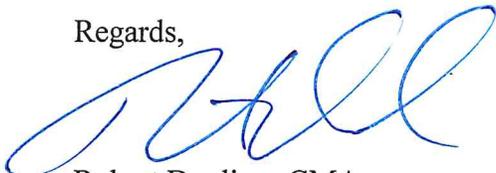
Brenda Joseph  
26 Clyde Wells Road  
Fayette ME 04349

RE: Application for Abatement of 2017 and 2018 Property Taxes, Map 4 Lot 21B

Brenda Joseph,

I have reviewed your application for abatement request dated 2/4/2020 (and back dated to September 23, 2019) for the above-referenced property. Pursuant to Title 36 MRSA Sections 841-849, abatements filed after one year but within three years of commitment cannot be granted to correct the valuation of property. Based on this, your request for abatement for 2017 and 2019 will not be acted upon.

Regards,



Robert Duplisea CMA  
Assessors Agent  
Town of Wayne

# TOWN OF WAYNE

Incorporated February 12, 1798

48 Pond Road  
Wayne, Maine 04284

Telephone 207-685-4983  
Fax 207-685-3836

April 27, 2020

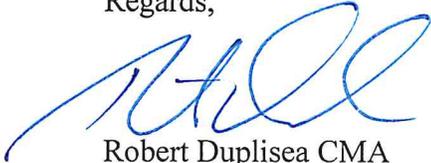
Brenda Joseph  
26 Clyde Wells Road  
Fayette ME 04349

RE: Application for Abatement of 2010 through 2016 and 2018 Property Taxes, Map 4  
Lot 21B

Brenda Joseph,

I have reviewed your application for abatement request dated 2/4/2020 (and back dated to September 23, 2019) for the above-referenced property. Pursuant to Title 36 MRSA Sections 841-849, abatement requests can only be filed for the three most recent tax years. Based on this, your requests for abatement for 2010 through 2016 will not be acted upon.

Regards,



Robert Duplisea CMA  
Assessors Agent  
Town of Wayne

4/27/2020

Abatement Calculations for Brenda Joseph

Map 4 Lot 21B Acc#195

Original Assessment \$21,500

Updated Assessment \$5,300

Full Value Difference \$16,200

2019 mil rate 0.01796

**Abatement Amount \$290.95**

Map 4 Lot 21E Acc#1257

Original Assessment \$44,600

Updated Assessment \$20,400

Full Value Difference \$24,200

2019 mil rate 0.01796

**Abatement Amount \$434.63**

No doubt, it's been another challenging week here in Maine for local government officials. The number of COVID-19 cases and deaths have grown and a number of our congregate care facilities have been particularly hard hit. Citizens are getting antsy for the re-opening of our state, and municipal officials face the daily demands of protecting public health, providing necessary services and keeping municipal employees safe.

In our continuing effort to keep municipal officials informed of developments, and remind you that Maine Municipal Association (MMA) is here to serve you and advocate for your needs, we provide you with this weekly key municipal official email update. MMA staff is ready to assist. We hope that you, your employees and citizens stay healthy.

### **Working with the Governor's Office**

Since last week's update, one of our focus areas has been conveying municipal needs and issues to the Governor's office. Each week, we provide a "punch list" of municipal issues to senior members of Gov. Janet Mills' Administration during a conference call. Remaining at the top of this list is the request for an Executive Order to clarify local elections, such as authorizing municipalities to conduct absentee only elections/ referendums and reducing from 60 to 35 days the time frame for the approval of a ballot question. MMA also seeks a number of changes to the procedures for conducting the July 14 elections, including requiring absentee balloting only. We are hopeful that the Governor will issue an election Executive Order soon.

### **Advocating for Federal COVID-19 Aid for All Cities and Towns**

Congress worked on interim stimulus legislation this week to provide additional funds to small businesses under the Paycheck Protection Program enacted by the CARES Act. At the same time, MMA was advocating with Maine's Congressional delegation for the addition of direct COVID-19 aid to cities and towns of all sizes. While the enacted measure does not contain local government support, MMA will continue to push for federal dollars to reimburse cities and towns for COVID-19 expenditures and lost revenues. We are hopeful that an anticipated fourth federal stimulus package will contain such funding. We encourage municipal officials to contact your Congressional delegation members to share your COVID-19 budget impacts, costs and revenue hits, and advocate for direct municipal support in future federal legislation.

### **Other Developments:**

- Maine Municipal Association's State & Federal Relations Department prepared a document, based on a recent National League of Cities' survey of local leaders, showing what Maine towns and cities expect in revenue losses as a result of the coronavirus pandemic and subsequent "shelter in place" restrictions. Thirty-two municipalities responded to the survey, ranging from Pleasant Ridge (pop. 84) to the City of Portland. Sixteen of the municipalities surveyed anticipate combined revenue losses between 2% and 20%. Two project revenue losses in excess of

40%. <https://memun.org/Articles/Article-View/ArticleId/13147/MMA-Compiles-Survey-Results-on-Projected-Revenue-Losses#.XqL73ndFyUI>

- The number of coronavirus cases in Maine was still climbing this week, and on one day, the state recorded five deaths related to COVID-19 – its highest single-day tally since the public health emergency began. [https://www.pressherald.com/2020/04/23/five-new-deaths-from-coronavirus-in-maine-deadliest-single-day-so-far/?fbclid=IwAR2xPm35oJxR1PiaKoDr7pA63-TS\\_MJpUJbagu03TG6DvQAqEP8zoF45kWA](https://www.pressherald.com/2020/04/23/five-new-deaths-from-coronavirus-in-maine-deadliest-single-day-so-far/?fbclid=IwAR2xPm35oJxR1PiaKoDr7pA63-TS_MJpUJbagu03TG6DvQAqEP8zoF45kWA)
- Much of the focus among state public health officials continued to center on nursing homes and other congregate living facilities, which present special challenges when positive cases emerge. As of Thursday, 11 nursing homes, group homes and homeless shelters had positive cases and/or were considered to have “outbreaks.”
- A hot topic late this week was whether animals, including house pets, can contract COVID-19 and if they can spread it to humans. State officials say there is no evidence that domesticated animals can transmit the virus to people.  
<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/animals.html>
- MMA has posted a video from Zoom to help teachers, businesses and government officials avoid “Zoom bombing,” which has been happening across the country with the popular webinar software. <https://memun.org/Articles/Article-View/ArticleId/13116/Official-Zoom-Tutorial-to-Avoid-Bombing#.XpnEUXdFyUk>

Feel free to call us at 1-800-452-8786 or 207-623-8428. Our website is being updated many times a day with updates on COVID-19 and all the other services that we continue to provide: [www.memun.org](http://www.memun.org).

Thank you, for all that you do.

*Stephen Gove, Executive Director, MMA*

*April 24, 2020*

