

Agenda
Board of Selectmen's Meeting
Town of Damariscotta, Maine
May 1, 2019, 5:30 PM
Damariscotta Town Hall

- I. Pledge of Allegiance**
- II. Public Hearings**
 - 1. New Liquor License for The BPL Pub
- III. Call to Order**
- IV. Board Action on Public Hearing Items**
- III. Call to Order**
- IV. Minutes**
 - 1. April 17, 2019
- V. Financial Reports**
 - 1. Payroll Warrant #60
 - 2. Accounts Payable Warrants #'s 61 and 62
- VI. Presentations**
 - 1. Bike Maine Event
- VII. Citizen Comments and General Correspondence**
- VIII. Town Manager Items**
 - 1. Waterfront Improvements RFP Update
 - 2. Draft Memorandum of Understanding with Lincoln Health regarding Miles Street Reconstruction
- X. Official Action Items**
 - 1. Approval of Marijuana-Related Ordinances for Public Hearings
 - 2. Contract for Solar Array Installation and Power Purchase Agreement
 - 3. Midcoast Economic Development District Membership
 - 4. Economic Development Administration Grant Pre-application
 - 5. Corrective Cemetery Deed and Perpetual Care Agreement for Ronald H. Ramsay
 - 6. Payment In Lieu of Taxes from Midcoast Friends Meeting
 - 7. Letter of Intent for CDBG Grant for YMCA After School Program
- XI. Selectmen's Discussion Items**
- XII. Adjournment**

Town Manager Notes
Board of Selectmen's Meeting
May 1, 2019

Public Hearing and Board Action on Public Hearing Item

1. **New Liquor License for the BPL Pub** - The Town Clerk has reviewed the attached liquor license application with the applicant to make sure that the forms are complete.

Recommended Action: Taking into account the information on the application and the public comments during the public hearing, make a decision on the Liquor License application for the BPL Pub.

Town Manager Items

1. **Waterfront Improvements RFP Update**-verbal update.
2. **Draft Memorandum of Understanding (MOU) with Lincoln Health regarding Miles Street Reconstruction**-Attached is the draft MOU that includes the edits made by the Town's legal counsel Amanda Meader. I have sent it to LincolnHealth for review by their legal counsel and finance officer. If the Selectmen have any changes, I will make these edits on the draft.

Presentations

1. **BikeMaine Event**- Will Elting, Bike Maine Ride Director and Mary Kate Reny will attend Wednesday evening's meeting to provide the Board with an update on the 2019 BikeMaine event especially as it relates to the stopover at Roundtop Farm and the bike route through town.
Information on the event can be viewed by clicking on:
<https://www.bikemaine.org/bike-maine/ride-details/>

Official Action Items

1. **Approval of Marijuana-Related Ordinances for Public Hearings**-Attached are the draft medical marijuana and adult-use marijuana ordinances as well as a description of the amendments to the Land Use and Site Plan Review Ordinances that the Board developed in your workshops on March 27 and April 17. The Board can make any final changes in these drafts prior to the public hearings. Voters will make the final decisions on the ordinances at a special town meeting that is scheduled to coincide with the State general election in November.

Realizing that the issue of the retail sale of edible versus non-edible adult-use marijuana products would be an important issue for voters, the Selectmen were interested in having a way to structure the special town meeting warrant to allow voters to be given a choice on

this issue. The following warrant description and wording that was approved by the Town's legal counsel will give voters this opportunity to decide:

The first warrant article on this subject would be the medical marijuana ordinance. The second article would be the adult-use ordinance with the edible exclusion. The third article would say something to the effect: "if the Article 2 is approved, should this article be amended to allow Adult Marijuana Retail establishment to sell 'edible marijuana products' ?" If Article 2 is not approved, the voter results for Article 3 are moot. If Article 2 is approved and Article 3 is not approved, the sale of edibles would not be allowed. If both articles are approved allowing the selling of edibles, Article 2 would be amended even if Article 3 received less votes than Article 2.

Recommended Action: Approve the draft medical and adult-use marijuana licensing ordinances and draft marijuana-related amendments to the Land Use and Site Plan Review Ordinance as well as the proposed special town meeting warrant language related to edible adult-use marijuana products, subject to further changes based on the upcoming public hearings.

2. **Contract for Solar Array Installation and Power Purchase Agreement-** In early April, the Town sent out a request for proposals for the installation of a solar array on the Town's former landfill site and a Power Purchase Agreement (PPA) that will finance the system. Shortly after the RFP was sent out, the Town of Bremen indicated that they would be interested in participating in the project, so I sent out an amendment to the initial RFP.

The Town received one proposal, from Sundog Solar, LLC by the bid deadline of April 23. Unfortunately, during the last few weeks, the Town of Bremen indicated that they were no longer interested in participating with Damariscotta on this project. A solar energy proposal review panel comprised of Paul Kando, Marnie Sinclair, Roger Panek and myself asked Sundog Solar to revise their proposal to exclude the three Bremen meters and to add an additional meter to include the meter for the soon-to-be-built downtown restroom.

Sundog Solar's updated proposal can be viewed by clicking on:

 [Damariscotta Updated.pdf](#)

The proposal reflects these two changes described above. Of particular importance is the last page of the proposal that provides the statistical information on the system. In brief, the Town would finance the system through the PPA. The investors in the PPA would build the array on Town property and benefit financially through a federal income tax credit (30% through 2019). The energy produced is run through meters and sold to the Town. The Town will have an immediate reduction in its electric energy costs for the first five years and in the sixth year would purchase the system outright or finance the purchase for a number of years. The net savings over the 30-year life of the solar system is projected to be \$289,911.98.

Sundog Solar has installed similar systems for the Towns of Bristol, Waldoboro and Tremont.

The solar energy proposal review panel is recommending that the Board of Selectmen approve the PPA with this company. I will send the actual PPA to the Board when I receive it early next week.

Recommended action: Authorize the Town Manager to execute a Power Purchase Agreement with Sundog Solar, LLC for the installation and financing of a solar array at the Town's former landfill site.

3. **Midcoast Economic Development District Membership** -In order to be eligible for federal Economic Development Administration (EDA) grants, municipalities need to be members of a regional economic authority which in our case is MCEDD. The Town had been a member of MCEDD up until a few years ago when towns became responsible for the dues and we determined that the process for applying EDA grants was cumbersome and not cost effective for us.

According to the new executive director of MCEDD the Town has a reasonably good chance of getting matching dollars for some of the almost \$1.5 million funds that we have available for our restroom and waterfront improvement projects. With additional funding the Town could include a number of the elements of the waterfront project that are now on our wish list, not have to reduce the scope of the restroom project any more than it has been reduced already and, if we obtained easements from building owners, possibly include the sanitary sewer service lines in the project.

There will be a lot of work upfront on the part of Town staff and MCEDD staff in the preparation of pre-application and then a full application. The potential benefits are very much worth the efforts and cost of the MCEDD membership.

Recommended Action: Authorize the Town Manager to inform the MCEDD executive director that the Town will be joining the District and authorize the July 1, 2019 dues payment of \$2,662.

4. **Economic Development Administration Grant Pre-application**-If the Board approves the membership in the Midcoast Economic Development District (MCEDD) as recommended above, Town and MCEDD staff will continue to work on an application for a grant from the Economic Development Administration (EDA). The grant money would be used to increase the funds that the Town has available for the downtown restroom and the reconstruction of the parking lot. More specifically, grant monies could enable the Town to include at least a portion of the cost of replacing the sanitary sewer lines, the construction of the two planned pedestrian access points and improvements to the greenspace along the harbor frontage. There is also a potential that an EDA grant would enable the Town to conduct a Benefit-Cost Analysis (BCA) needed to apply for grants for flood resiliency projects in the future.

Recommended Action: Authorize the Town Manager, working with the Midcoast Economic Development District, to submit a pre-application for Economic Development Administration -grant funding for the Town's waterfront and restroom projects.

5. **Corrective Cemetery Deed and Perpetual Care Agreement for Ronald H. Ramsay-** The Cemetery Deed and Perpetual Care Agreement that the Board approved previously contained a typographical error. Since this document is part of the official record registered with the County, it is important that it not contain any errors, no matter how slight. The corrected documents are attached.

Recommended Action: Approve a Corrective Cemetery Deed and Perpetual Care Agreement for Ronald H. Ramsay.

6. **Payment In Lieu of Taxes from Midcoast Friends Meeting** -The Midcoast Friends Meeting has once again sent the Town a check as a payment in lieu of taxes. This year the amount is \$425. The voters at the 2018 Annual Town Meeting gave the Board the authority to accept contributions such as this. The Midcoast Friends Meeting is currently the only property tax exempt organization that provides the Town with a payment in lieu of taxes.

Recommended action: Accept the \$425 contribution from the Midcoast Friends Meeting as a payment in lieu of taxes to the Town.

7. **Letter of Intent for CDBG Grant for YMCA After School Program-** The Central Lincoln County YMCA would like to request a \$50,000 Community Development Block Grant (CDBG) for a K-5 afterschool program that will begin in the next school year. Since the public service grants must have a municipal sponsor, the Town would need to submit a letter of intent to apply for the grant on behalf of the YMCA.

I have asked a representative of the YMCA to be present Wednesday evening to respond to any questions that the Selectmen may have on this proposed new program.

Recommended Action: Authorize the Town Manager to submit the attached Letter of Intent for a CDBG funding application on behalf of the YMCA to support their proposed after school program.

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 & DBA: YES <input type="checkbox"/> NO <input type="checkbox"/>	

PRESENT LICENSE EXPIRES: _____

NEW application: Yes No

If business is NEW or under new ownership, indicate starting date: Feb 1, 2019

Requested inspection (New Licensees/ Ownership Changes Only) Date : _____ Business hours: _____

INDICATE TYPE OF PRIVILEGE: MALT VINOUS SPIRITUOUS

INDICATE TYPE OF LICENSE:

- | | | |
|--|---|--|
| <input type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) | <input checked="" 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 (Class I,II,III,IV) | <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> QUALIFIED CATERING |
| <input type="checkbox"/> OTHER: _____ | | |

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <u>BRISTOL HOSPITALITY LLC</u>	Business Name (D/B/A) <u>THE BPL PUB</u>
APPLICANT(S) –(Sole Proprietor) DOB:	Physical Location: <u>85 PARKING LOT LANE</u>
DOB:	City/Town State Zip Code <u>DAMARISCOTTA ME 04543</u>
Address <u>PO BOX 200</u>	Mailing Address <u>PO BOX 200</u>
City/Town State Zip Code <u>ROUND POND ME 04564</u>	City/Town State Zip Code <u>ROUND POND ME 04564</u>
Telephone Number Fax Number <u>207-350-9671</u>	Business Telephone Number Fax Number <u>207-350-9671</u>
Federal I.D. # <u>82-5123470</u>	Seller Certificate #: or Sales Tax #:
Email Address: Please Print <u>CerinaKeeman@gmail.com</u>	Website: <u>www.bplpub.com</u>

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: _____

2. State amount of gross income from period of last license:

ROOMS \$ _____ FOOD \$ _____ LIQUOR \$ _____

3. 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.

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

5. Do you own or have any interest in any another Maine Liquor License? Yes No (Use an additional sheet(s) if necessary.) If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

CARL-2017-10285 NEW HARBOR ENTERTAINMENT, LLC
 License # Name of Business
 2477 BRISTOL RD NEW HARBOR
 Physical Location City / Town

6. If manager is to be employed, give name: _____
7. Business records are located at: 85 PARKING LOT LANE, DAMARISCOTTA, ME
8. Is/are applicants(s) citizens of the United States? YES NO 04543
9. Is/are applicant(s) residents of the State of Maine? YES NO
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers.

Full Name (Please Print)	DOB	Place of Birth
CERINA LEE MAN	2/15/79	FARMINGTON, ME
PAUL LEE MAN III	8/19/75	Damariscotta, ME
11. Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Name: CERINA LEE MAN	City: ROUND POND	State: ME
Name: PAUL LEE MAN III	City: ROUND POND	State: ME
Name: _____	City: _____	State: _____

12. 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: CERINA LEE MAN Date of Conviction: MARCH 2012
 Offense: DUI Location: DAMARISCOTTA
 Disposition: _____ (use additional sheet(s) if necessary)

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

Yes No If Yes, give name: _____

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

15. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: Malcolm Oliver, 490 Sennet Rd Jefferson, ME 04348

16. Describe in detail the premises to be licensed: (On Premise Diagram Required) _____

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

YES NO Applied for: DHHS LICENSE, SALES/USE TAX

18. 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? _____

Which of the above is nearest? _____

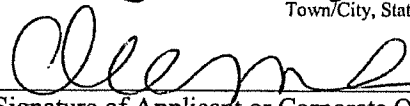
19. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

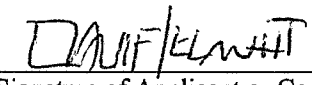
The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

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: Damariscotta, ME on APRIL 16, 2019
Town/City, State Date


 Signature of Applicant or Corporate Officer(s)
CERINA LEEMAN
 Print Name

Please sign in blue ink


 Signature of Applicant or Corporate Officer(s)
PAUL LEEMAN III
 Print Name

FEE SCHEDULE

FILING FEE: (must be <u>included</u> on all applications)	\$ 10.00
Class I Spirituous, Vinous and Malt	\$ 900.00
CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A Spirituous, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
CLASS I-A: Hotels only that do not serve three meals a day.	
Class II Spirituous Only	\$ 550.00
CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III Vinous Only	\$ 220.00
CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV Malt Liquor Only	\$ 220.00
CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class III & IV Malt & Vinous Only	\$ 440.00
CLASS III & IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class V Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
CLASS V: Clubs without catering privileges.	
Class X Spirituous, Vinous and Malt – Class A Lounge	\$2,200.00
CLASS X: Class A Lounge	
Class XI Spirituous, Vinous and Malt – Restaurant Lounge	\$1,500.00
CLASS XI: Restaurant/Lounge; and OTB.	

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, 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

NOTICE – SPECIAL ATTENTION

§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. [1993, c. 730, §27 (AMD).]

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. [1995, c. 140, §4 (AMD).]

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 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. [2003, c. 213, §1 (AMD).]

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. [1995, c. 140, §5 (NEW).][2003, c. 213, §1 (AMD) .]

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; [1987, c. 45, Pt. A, §4 (NEW) .]

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; [1987, c. 45, Pt. A, §4 (NEW) .]

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; [1993, c. 730, §27 (AMD) .]

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; [1989, c. 592, §3 (AMD) .]

E. A violation of any provision of this Title; [2009, c. 81, §1 (AMD) .]

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 [2009, c. 81, §2 (AMD) .]

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. [2009, c. 81, §3 (NEW) .]

[2009, c. 81, §§1-3 (AMD) .]

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. [1993, c. 730, §27 (RP) .]

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. [1993, c. 730, §27 (AMD) .]

[1995, c. 140, §6 (AMD) .]

4. No license to person who moved to obtain a license. [1987, c. 342, §32 (RP) .]

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.

[1995, c. 140, §7 (AMD); 1999, c. 547, Pt. B, §78 (AMD); 1999, c. 547, Pt. B, §80 (AFF) .]

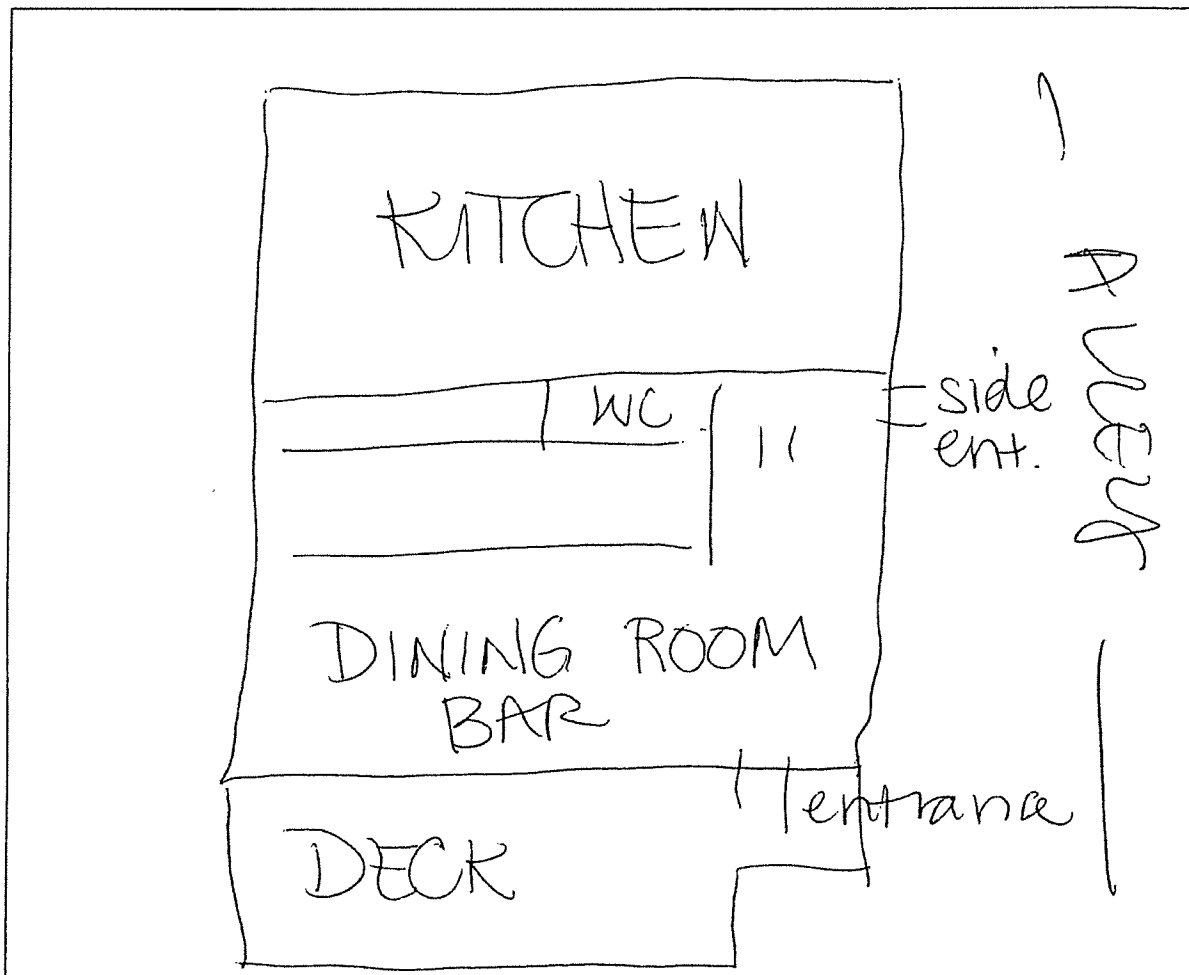
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



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.





Division of Alcoholic Beverages and Lottery
Operations
Division of Liquor Licensing and Enforcement

**Corporate Information Required for
Business Entities Who Are Licensees**

For Office Use Only:	
License #:	_____
SOS Checked:	_____
100% Yes	<input type="checkbox"/> No <input type="checkbox"/>

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: BRISTOL HOSPITALITY, LLC
- Doing Business As, if any: THE BPL PUB
- Date of filing with Secretary of State: 04/13/2018 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: _____
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
CERINA LEEMAN	22 Quarry Hill Rd Round Pond, ME 04504	2.15.79	Owner	50
PAUL LEEMAN III	22 Quarry Hill Rd Round Pond, ME 04504	8.19.75	Owner	50

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

- If Co-Op # of members: _____ (list primary officers in the above boxes)

7. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States? Yes No

8. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: CERINA LEEMAN


Date of Conviction: MARCH 2012

Offense: DRIVING UNDER INFLUENCE

Location of Conviction: DAMARISCOTTA ME

Disposition: _____

Signature:



Signature of Owner or Corporate Officer

2-20-19

Date

CERINA LEEMAN

Print Name of Owner or Corporate Officer

Submit Completed Forms to:

Bureau of Alcoholic Beverages
Division of Liquor Licensing and Enforcement
8 State House Station, Augusta, Me 04333-0008 (Regular address)
10 Water Street, Hallowell, ME 04347 (Overnight address)
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@Maine.gov

DRAFT Memorandum of Understanding
Between
The Town of Damariscotta, Maine
And
LincolnHealth

THIS MEMORANDUM OF UNDERSTANDING (the “MOU”) is entered into by and between the Town of Damariscotta, Maine (hereinafter referred to as “Damariscotta”) and LincolnHealth, a corporation of MaineHealth (hereinafter referred to as “LincolnHealth”)

RECITALS

WHEREAS, Damariscotta is a municipality in the State of Maine; and

WHEREAS, LincolnHealth is a registered not for profit organization in the State of Maine; and

WHEREAS, Damariscotta is responsible for the ongoing maintenance of Miles Street, since it is a designated Town Way;

WHEREAS, Miles Street serves as the main entrance for the LincolnHealth Miles campus in Damariscotta; and

WHEREAS, both the Town and LincolnHealth have a strong interest in the reconstruction Miles Street and the construction of a sidewalk that will provide pedestrian access to the soon-to-be constructed Bristol Road sidewalk; and

WHEREAS, both entities have indicated a willingness to share in the cost of these improvements,

NOW THEREFORE, in consideration of the mutual covenants, promises and commitments herein, the parties agree as follows:

PURPOSE

The purpose of this Memorandum of Understanding is to establish a general framework for cooperation and collaboration between Damariscotta and LincolnHealth. This MOU is non-binding. It will assist in defining the relationship between the two entities in order to ensure that the goals of each are accomplished in a mutually supportive way.

GUIDING PRINCIPLES

The guiding principles and assumptions for this Agreement are as follows:

- Damariscotta has received estimates from the engineering firm of Gartley and Dorsky for the engineering design and reconstruction of the Town Way known as Miles Street, as well as for the infrastructure that supports the roadway, including the riprap between the roadway and the adjacent water bodies on both sides of the road and the drainage systems. In addition, Gartley and Dorsky’s estimates include the cost of construction of a new five-foot sidewalk with an option for granite curbing.

- The projected cost for engineering, reconstruction of the roadway, construction of the sidewalk and landscaping is currently approximately \$323,800, with an additional estimated cost of \$45,000 for granite curbing on the sidewalk.
- Each of the parties has agreed to divide the costs of engineering and construction on a 50/50 basis.
- The engineering phase of the project will begin in May, 2019 and will be completed prior to December, 2019, while project construction will be phased in on a schedule that coincides with funding availability over a period not to exceed four years from the date of this MOU.
- Damariscotta will serve as the lead entity during the duration of this project and as such will oversee the work of the engineer, construction inspector and projector contractor.
- Damariscotta shall be responsible for the payment of all bills related to the project and shall invoice LincolnHealth for LincolnHealth's share of the costs.
- After construction is completed, Damariscotta agrees to provide ongoing maintenance of Miles Street and the new sidewalk including snow removal. Lincoln Health agrees to continue to maintain the landscape area adjacent to the Street and sidewalk.
- Given that the ownership of the landscape area adjacent to Street, that is, the full width of the causeway, is uncertain, LincolnHealth agrees to allow the Town to utilize the entire width and length of the causeway for this construction project.
- All construction activities shall be coordinated with LincolnHealth so as to minimize any disruption of ongoing activities on the campus.
- Any notice to either party hereunder must be in writing signed by the party giving it, and shall be deemed given when mailed postage prepaid by the U.S. Postal Service first class, certified or express mail or other overnight mail service, or hand delivered, when addressed as follows:

To Damariscotta: Matt Lutkus, Town Manager, 21 School Street, Damariscotta, ME 04543

To LincolnHealth: Brooks Betts, Senior Director of Operations, LincolnHealth, 35 Miles Street Damariscotta, ME 04543

AMENDMENT AND TERMINATION

- This Understanding may be amended only in writing signed by an authorized representative of both Parties.
- This Understanding shall terminate immediately in the event that either party is unable to meet the obligations set forth in the Guiding Principles set forth above

SIGNATURES

IN WITNESS WHEREOF, the Town of Damariscotta and LincolnHealth have executed this Memorandum of Understanding on this ____ day of _____, 2019.

TOWN OF DAMARISCOTTA

Lincoln Health

By _____

By _____

(Signature)

(Signature)

(Printed Name)

(Printed Name)

DAMARISCOTTA MEDICAL MARIJUANA LICENSING ORDINANCE

§902.1 - Authority.

This ordinance is enacted pursuant to authority granted under 30-A M.R.S. § 3001, 22 M.R.S. § 2423-A(14) and 22 M.R.S. § 2429-D.

§902.2 - Purpose.

The purpose of this ordinance is to provide procedures and standards relating to the operation of medical marijuana establishments and to require their annual licensing.

§902.3 - Definitions.

As used in this ordinance, unless the context otherwise indicates, the following terms have the following meanings.

Disqualifying drug offense: a conviction for a violation of a state or federal controlled substance law that is a crime punishable by imprisonment for one year or more, but does not include (1) An offense for which the sentence, including any term of probation, incarceration or supervised release, was completed 10 or more years earlier; or (2) An offense that consisted of conduct that would have been permitted under the Maine Medical Use of Marijuana Act.

Medical marijuana establishment: a registered caregiver retail store, registered dispensary, medical marijuana testing facility, or medical marijuana manufacturing facility.

Medical marijuana testing facility: a public or private laboratory authorized under state law to test medical marijuana for contamination, potency or cannabinoid profile.

Medical marijuana manufacturing facility: a manufacturing facility authorized under state law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use.

Registered Caregiver: A person who is registered by the Maine Department of Administrative and Financial Services, or other Department designated by Statute, per 22 M.R.S. § 2425-A.

Registered caregiver retail store: a registered caregiver authorized under state law to cultivate medical marijuana that is authorized by the Town to purchase medical marijuana, medical marijuana plants and medical marijuana products from other registered caregivers and to operate a retail store to sell medical marijuana plants and medical marijuana products to qualifying patients. A registered caregiver retail store differs from other registered caregivers in that only a registered caregiver retail store is allowed to operate out of a store-front and have signage indicating that marijuana products are available for sale.

State registration authority: the authority created or designated by the state for the purpose of regulating and controlling registration for medical marijuana establishments.

Unless otherwise defined in this Ordinance, the terms referred to in this Ordinance shall mean the same as they are defined in the definitions section in 22 M.R.S. § 2422 and when not defined in Statutes as they are referenced in Title 22.

§902.4 - Establishments allowed; License required.

- (1) Pursuant to 22 M.R.S. §2429-D, the operation of medical marijuana establishments is allowed, subject to the restrictions of this ordinance and applicable state and local law.
- (2) No person shall operate a medical marijuana establishment, nor shall any property owner permit the use of his or her premises to be operated as a medical marijuana establishment, without a valid license issued by the Town. A separate type of license must be obtained for each establishment located on the same premises. Each license shall be for a period of one year from the date of its issuance. A license must be obtained prior to the opening of a medical marijuana establishment. Applications for renewal licenses shall be submitted at least ninety (90) days prior to expiration of the existing term. Any licensee that fails to submit a renewal application by the applicable deadline shall not have authority to operate until a license is granted.
- (3) The licensing requirements of this ordinance shall not be construed or applied to prohibit the operation of any medical marijuana establishment continuously operating with municipal approval since before December 13, 2018.

§902.5 - Application.

Each applicant for a medical marijuana establishment license shall complete and file an application on the form provided by the Town Clerk, together with the applicable nonrefundable license fee, as well as the following supporting materials:

- (1) A copy of the applicant's state registration application and supporting documentation, as submitted to the state registration authority.
- (2) Evidence of all state approvals or conditional approvals required to operate a medical marijuana establishment, including, but not limited to, a state registry identification card or registration certificate.
- (3) If not included in the applicant's state registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the medical marijuana establishment.
- (4) If not included in the applicant's state registration application, an affidavit that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, voter registration or utility bills shall be provided.

- (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Damariscotta to obtain criminal records and other background information related to the individual.
- (6) A statement as to the precise nature of the business with a description of the nature of all products and services offered to its customers.
- (7) A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the medical marijuana establishment.
- (8) Evidence of an interest in the premises in which the medical marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
- (9) Evidence of all land use approvals or conditional land use approvals required to operate the medical marijuana establishment, or applications that have been filed and are pending for the required approvals, including but not limited to building permit, conditional or special use approval, change of use permit and/or certificate of occupancy.
- (10) Evidence of all other approvals or conditional approvals required to operate the medical marijuana establishment, including any applicable food or victualer's license.
- (11) Evidence of compliance with the requirements of this ordinance and Planning Board approval.

If the Town Clerk determines that a submitted application is not complete, the clerk shall notify the applicant within ten (10) business days of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

§902.6 - Investigation of applicant, officers, etc.

Upon receipt of an application or of a notice of a change of any of the individuals listed in Section 5 above, the Town shall provide copies of the completed application to the following staff members for purposes of conducting the investigations and issuing reports as listed below:

- (1) The Code Enforcement Officer shall inspect the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and shall report findings in writing to the Town Clerk.
- (2) The Fire Chief or his/her agent shall inspect the location or proposed location to determine if all Town ordinances and any other applicable regulations concerning fire, health, and safety have been satisfied and shall report findings in writing to the Town Clerk; and

- (3) The Police Chief or his/her agent shall investigate the application, including the criminal history record information and shall report findings in writing to the Town Clerk.

§902.7 - Action on application.

- (1) *Public hearing.* The Town Clerk upon receipt of a completed application and upon receipt of the reports required under Section 6 above, shall schedule a public hearing at a regular or special meeting of the Board of Selectmen and shall arrange for public notice of the public hearing to appear in the newspaper of general circulation within the Town of Damariscotta at least six days prior to the date of the scheduled public hearing. The scheduling of the hearing may be delayed if there are more applications than the total number of licenses allocated per Section 902.13. Costs of the hearing notice shall be paid out of the license and processing fee. This public hearing before the Board of Selectmen is in addition to any public hearing that may be required before the Planning Board in accordance with the Town's Land Use and Site Plan Review Ordinances.
- (2) *Board of Selectmen action.* The Board after notice and public hearing, shall determine whether the applicant complies with the requirements of this ordinance. Upon such determination by the Board, the Town Clerk shall be authorized to issue the license.

§902.8 - Status of license—Display.

No license issued under this ordinance may be assigned or transferred to another entity. Any change in ownership or change in the officers of an owner shall require a new license. Licenses are limited to the premises for which they are issued and are not transferable to another location. The license shall be displayed in a conspicuous place in the medical marijuana establishment for which the license is issued.

§902.9 - Duty to update information.

Any licensee issued a license under this ordinance shall have the duty to maintain updated and accurate information regarding all of the information provided pursuant to the application process within ten days of any change of status. Failure to provide and maintain current and accurate information may result in revocation of the applicant's license.

§902.10 - Standards for approval, denial, revocation.

A license application for a medical marijuana establishment shall be denied by the Board of Selectmen, and an existing license may be suspended or revoked by the Board of Selectmen after notice and hearing, if the applicant, or any owner of the applicant or licensee:

- (1) Fails to meet the requirements of this ordinance.
- (2) Is not at least twenty-one (21) years of age.
- (3) Is not a resident of the state of Maine.
- (4) Has had a license for a marijuana establishment revoked by a municipality or by the state.

- (5) Has not acquired all necessary state and local approvals prior to issuance of the license including any approvals required by the Planning Board or Code Enforcement Officer.
- (6) Has been convicted of a disqualifying drug offense.
- (7) Has provided false or misleading information in connection with the license application.

§902.11 - Operating Requirements.

In order to obtain a license pursuant to this ordinance, the applicant shall demonstrate to the Board of Selectmen that the following requirements will be met. A licensee shall comply with all of these requirements during the term of the license.

(1) *Fixed location.*

All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate medical marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks.

(2) *Security.*

(a) The licensed premises shall have lockable doors and windows and shall be served by an alarm system that includes automatic notification to a private alarm service. Upon notification of an alarm, the licensee or an authorized representative must respond to the premises.

(b) The licensed premises shall have video surveillance capable of covering the exterior and interior of the facility. The video surveillance system shall be operated with continuous recording twenty-four hours per day, seven days per week and video shall be retained for a minimum duration of fourteen (14) calendar days. Such records shall be made available to law enforcement agencies when investigating a criminal complaint.

(c) The licensed premises shall have exterior lights with motion sensors covering the full perimeter of the building(s) in accordance with applicable zoning requirements.

(3) *Ventilation.*

(a) The licensed premises shall comply with all odor and air pollution standards established by ordinance.

(b) All medical marijuana establishments shall have an odor mitigation system installed that has been approved by a Maine licensed engineer, indicating that the system will provide odor control sufficient to ensure that no odors are perceptible off the premises.

(4) *Compliance with requirements of state and local law.*

A medical marijuana establishment shall meet all operating and other requirements of state and local law. To the extent the state has adopted or adopts in the future any law or regulation governing medical marijuana establishments that conflicts in any way with the provisions of this ordinance, the more restrictive shall control.

§902.12 - Violations; penalties.

In addition to revocation or suspension of a medical marijuana establishment license as provided in this ordinance, the violation of any provision of this ordinance shall be punished by a fine of

not less than \$500.00 nor more than \$2,500.00 for each offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense. In addition to such penalty, the Town may enjoin or abate any violation of this ordinance. All fines and penalties, together with costs of prosecution of violations, which shall include the Town's cost and attorney's fees, shall inure to the benefit of the Town. This section shall be enforced by the Damariscotta Police Chief, the Damariscotta Code Enforcement Officer, and/or their designees. Notice of violations by medical marijuana establishment licensees of other provisions of this Code shall be provided to the Police Chief, Town officers, and Town Attorney.

§902.13 – Limitations in licenses. Lottery.

No more than the specified quantities of licenses shall be issued.

Registered caregiver retail store:	2
Medical Marijuana Manufacturing facility:	3
Medical Marijuana testing facility:	no limit

In the event that a greater number of valid license applications (including the applicable fees) are submitted than can be issued within these limitations within a 30 calendar day timeframe after the first conditionally approved license application is submitted, a lottery shall be conducted to randomly determine which qualified applicants shall have the first opportunity to receive the public hearings required to complete the licensing process pursuant to this Ordinance.

§902.14 - License fees.

The initial annual license fees shall be set by the Board of Selectmen as part of the Town's licensing and permit fee schedule.

§902.15 - Severability.

If any section, phrase, sentence or portion of this ordinance is for any reason held invalid by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

§902.16 - Appeals.

An appeal from any final decision of the Board of Selectmen under this ordinance may be taken by any party to Board of Appeals within 30 days of the decision, pursuant to Board of Appeals Ordinance Section 5(A)(3).

DAMARISCOTTA ADULT USE MARIJUANA LICENSING ORDINANCE

§903.1 - Authority.

This ordinance is enacted pursuant to authority granted under 30-A M.R.S. § 3001, and 28-B M.R.S. § 401.

§903.2 - Purpose.

The purpose of this ordinance is to provide procedures and standards relating to the operation of adult use marijuana establishments and to require their annual licensing.

§903.3 - Definitions.

As used in this ordinance, unless the context otherwise indicates, the following terms have the following meanings.

Adult use marijuana: marijuana cultivated, manufactured, distributed or sold by a marijuana establishment for other than medical use

Adult use marijuana product: a marijuana product that is manufactured, distributed or sold by a marijuana establishment for other than medical use.

Disqualifying drug offense: a conviction for a violation of a state or federal controlled substance law that is a crime punishable by imprisonment for one year or more, but does not include (1) An offense for which the sentence, including any term of probation, incarceration or supervised release, was completed 10 or more years earlier; or (2) An offense that consisted of conduct that would have been permitted under the Maine Adult Use Marijuana Act.

Edible marijuana product: a marijuana product intended to be consumed orally, including, but not limited to any type of food, drink or pill containing marijuana or marijuana concentrate.

Marijuana cultivation: the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of marijuana for use or sale. "Cultivation" or "cultivate" does not include manufacturing, testing or marijuana extraction.

Marijuana cultivation facility: means a facility licensed under state law to purchase marijuana plants and seeds from other cultivation facilities; to cultivate, prepare and package adult use marijuana; to sell adult use marijuana to products manufacturing facilities, to marijuana stores and to other cultivation facilities; and to sell marijuana plants and seeds to other cultivation facilities and immature marijuana plants and seedlings to marijuana stores. Cultivation facilities are categorized into tiers based on the number of adult plants and usable square footage for cultivation.

Marijuana establishment: a cultivation facility, a products manufacturing facility, a testing facility or a marijuana store licensed under state law.

Marijuana manufacturing or manufacture: the production, blending, infusing, compounding or other preparation of marijuana and marijuana products, including, but not limited to,

marijuana extraction or preparation by means of chemical synthesis. "Manufacturing" or "manufacture" does not include cultivation or testing.

Marijuana product: a product composed of marijuana or marijuana concentrate and other ingredients that is intended for use or consumption. "Marijuana product" includes, but is not limited to, an edible marijuana product, a marijuana ointment and a marijuana tincture. "Marijuana product" does not include marijuana concentrate.

Marijuana products manufacturing facility: a facility licensed under state law to purchase adult use marijuana from a cultivation facility or another products manufacturing facility; to manufacture, label and package adult use marijuana and adult use marijuana products; and to sell adult use marijuana and adult use marijuana products to marijuana stores and to other products manufacturing facilities.

Marijuana store: a facility licensed under state law to purchase adult use marijuana, immature marijuana plants and seedlings from a cultivation facility, to purchase adult use marijuana and adult use marijuana products from a products manufacturing facility and to sell adult use marijuana, adult use marijuana products, immature marijuana plants and seedlings to consumers.

Marijuana testing facility: a facility licensed under state law to develop, research and test marijuana, marijuana products and other substances.

Unless otherwise defined in this Ordinance, the terms referred to in this Ordinance shall mean the same as they are defined in the definitions section in 28-B M.R.S. § 102 and when not defined in Statutes as they are referenced in Title 28-B.

§903.4 – Establishments allowed; License required.

- (1) Pursuant to 28-B M.R.S. §403, the operation of marijuana establishments is allowed, subject to the restrictions of this ordinance and applicable state and local law.
- (2) No person shall operate a marijuana establishment, nor shall any property owner permit the use of his or her premises to be operated as a marijuana establishment, without a valid license issued by the Town. A separate type of license must be obtained for each establishment located on the same premises. Each license shall be for a period of one year from the date of its issuance. A license must be obtained prior to the opening of a marijuana establishment. Applications for renewal licenses shall be submitted at least ninety (90) days prior to expiration of the existing term. Any licensee that fails to submit a renewal application by the applicable deadline shall not have authority to operate until a license is granted.
- (3) The following adult-use establishments shall be allowed in the Town subject to the limitations in this and other Town Ordinances: testing, manufacturing, cultivation and retail sale of marijuana products not including any edible marijuana products.

§903.5 - Application.

Each applicant for a marijuana establishment license shall complete and file an application on the form provided by the Town Clerk, together with the applicable nonrefundable license fee, as well as the following supporting materials:

- (1) A copy of the applicant's state registration application and supporting documentation, as submitted to the state registration authority.
- (2) Evidence of all state approvals or conditional approvals required to operate a marijuana establishment, including, but not limited to, a state registry identification card or registration certificate.
- (3) If not included in the applicant's state registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of association that govern the entity that will own and/or operate the marijuana establishment.
- (4) If not included in the applicant's state registration application, an affidavit that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, voter registration or utility bills shall be provided.
- (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Damariscotta to obtain criminal records and other background information related to the individual.
- (6) A statement as to the type of establishment, the precise nature of the business, and a description of the nature of all products and services offered to its customers.
- (7) A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the marijuana establishment.
- (8) Evidence of an interest in the premises in which the marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
- (9) Evidence of all land use approvals or conditional land use approvals required to operate the marijuana establishment, or applications that have been filed and are pending for the required approvals, including but not limited to building permit, Planning Board conditional or special use approval, change of use permit and/or certificate of occupancy.

- (10) Evidence of all other approvals or conditional approvals required to operate the marijuana establishment, including any applicable food or victualer's license.
- (11) Evidence of compliance with the requirements of this ordinance and Planning Board approval.

If the Town Clerk determines that a submitted application is not complete, the clerk shall notify the applicant within ten (10) business days of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

§903.6 - Investigation of applicant, officers, etc.

Upon receipt of an application or of a notice of a change of any of the individuals listed in Section 5 above, the Town shall provide copies of the completed application to the following staff members for purposes of conducting the investigations and issuing reports as listed below:

- (1) The Code Enforcement Officer shall inspect the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and shall report findings in writing to the Town Clerk.
- (2) The Fire Chief or his/her agent shall inspect the location or proposed location to determine if all Town ordinances and any other applicable regulations concerning fire, health, and safety have been satisfied and shall report findings in writing to the Town Clerk; and
- (3) The Police Chief or his/her agent shall investigate the application, including the criminal history record information and shall report findings in writing to the Town Clerk.

§903.7 - Action on application.

- (1) *Public hearing.* The Town Clerk upon receipt of a completed application and upon receipt of the reports required under Section 6 above, shall schedule a public hearing at a regular or special meeting of the Board of Selectmen and shall arrange for public notice of the public hearing to appear in the newspaper of general circulation within the Town of Damariscotta at least six days prior to the date of the scheduled public hearing. The scheduling of the hearing may be delayed if there are more applications than the total number of licenses allocated per Section 903.13. Costs of the hearing notice shall be paid out of the license and processing fee. . This public hearing before the Board of Selectmen is in addition to any public hearing that may be required before the Planning Board in accordance with the Town's Land Use and Site Plan Review Ordinances.
- (2) *Board of Selectmen action.* The Board, after notice and public hearing, shall determine whether the applicant complies with the requirements of this ordinance. Upon such determination by the council, the Town Clerk shall be authorized to issue the license.

§903.8 - Status of license—Display.

No license issued under this ordinance may be assigned or transferred to another entity. Any change in ownership or change in the officers of an owner shall require a new license. Licenses are limited to the premises for which they are issued and are not transferable to another location. The license shall be displayed in a conspicuous place in the marijuana establishment for which the license is issued.

§903.9 - Duty to update information.

Any licensee issued a license under this ordinance shall have the duty to maintain updated and accurate information regarding all of the information provided pursuant to the application process within ten days of any change of status. Failure to provide and maintain current and accurate information may result in revocation of the applicant's license.

§903.10 - Standards for approval, denial, revocation.

A license application for a marijuana establishment shall be denied by the Board of Selectmen, and an existing license may be suspended or revoked by the Board of Selectmen after notice and hearing, if the applicant, or any owner of the applicant or licensee:

- (1)Fails to meet the requirements of this ordinance.
- (2)Is not at least twenty-one (21) years of age.
- (3)Is not a resident of the state of Maine.
- (4)Has had a license for a marijuana establishment revoked by a municipality or by the state.
- (5)Has not acquired all necessary state and local approvals prior to issuance of the license including any approvals required by the Planning Board or Code Enforcement Officer.
- (6)Has been convicted of a disqualifying drug offense.
- (7)Has provided false or misleading information in connection with the license application.

§903.11 - Operating Requirements.

In order to obtain a license pursuant to this ordinance, the applicant shall demonstrate to the Board of Selectmen that the following requirements will be met. A licensee shall comply with all of these requirements during the term of the license.

(1) *Fixed location.*

All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks.

(2) *Security.*

(a) The licensed premises shall have lockable doors and windows and shall be served by an alarm system that includes automatic notification to private alarm service . Upon notification of an alarm, the licensee or an authorized representative must respond to the premises.

(b) The licensed premises shall have video surveillance capable of covering the exterior and interior of the facility. The video surveillance system shall be operated with continuous recording twenty-four hours per day, seven days per week and video shall be retained for a minimum duration fourteen (14) calendar days. Such records shall be made available to law enforcement agencies when investigating a criminal complaint.

(c) The licensed premises shall have exterior lights with motion sensors covering the full perimeter of the building(s) in accordance with applicable zoning requirements.

(3) *Ventilation.*

(a) The licensed premises shall comply with all odor and air pollution standards established by ordinance.

(b) All marijuana establishments shall have an odor mitigation system installed that has been approved by a Maine licensed engineer, indicating that the system will provide odor control sufficient to ensure that no odors are perceptible off the premises.

(4) *Compliance with requirements of state and local law.*

A marijuana establishment shall meet all operating and other requirements of state and local law. To the extent the state has adopted or adopts in the future any law or regulation governing marijuana establishments that conflicts in any way with the provisions of this ordinance, the more restrictive shall control.

§903.12 - Violations; penalties.

In addition to revocation or suspension of a marijuana establishment license as provided in this ordinance, the violation of any provision of this ordinance shall be punished by a fine of not less than \$500.00 nor more than \$2,500.00 for each offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense. In addition to such penalty, the Town may enjoin or abate any violation of this ordinance. All fines and penalties, together with costs of prosecution of violations, which shall include the Town's cost and attorney's fees, shall inure to the benefit of the Town. This section shall be enforced by the Damariscotta Police Chief, the Damariscotta Code Enforcement Officer, and/or their designees. Notice of violations by marijuana establishment licensees of other provisions of this Code shall be provided to the Police Chief, Town officers, and Town Attorney.

§903.13 – Limitations in licenses. Lottery.

No more than the specified quantities of licenses shall be issued.

Marijuana store:	2
Cultivation Facilities:	
Tier 1 (≤ 30 adult plants, ≤ 500 sq. ft. plant canopy)	4
Tier 2 (≤ 2000 sq. ft. plant canopy)	3
Tier 3 (≤ 7000 sq. ft. plant canopy)	2

Tier 4 ($\leq 20,000$ sq. ft. plant canopy)	0
Nursery (≤ 1000 sq. ft. plant canopy)	3
Marijuana manufacturing facility:	3
Marijuana testing facility:	no limit

In the event that a greater number of valid license applications (including the applicable fees) are submitted than can be issued within these limitations within a 30 calendar day timeframe after the first conditionally approved license application is submitted,, a lottery shall be conducted to randomly determine which qualified applicants shall have the first opportunity to receive the public hearings required to complete the licensing process pursuant to this Ordinance.

§903.14 - License fees; licensing process.

The annual license fees shall be set by the Board of Selectmen as part of the Town's licensing and permit fee schedule. The forms to be used and the administrative procedures required for the implementation of this Ordinance that are not specifically provided for in this Ordinance shall be developed by the Town Manager and approved by the Board of Selectmen.

§903.15 - Severability.

If any section, phrase, sentence or portion of this ordinance is for any reason held invalid by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

§903.16 - Appeals.

An appeal from any final decision of the Board of Selectmen under this ordinance may be taken by any party to Board of Appeals within 30 days of the decision, pursuant to Board of Appeals Ordinance Section 5(A)(3).

List of Proposed Marijuana-related changes to the Land Use and Site
Plan Review Ordinances (additions are highlighted)
as of 4/27/2019

Land Use Ordinance:

Definitions

Adult use marijuana: marijuana cultivated, manufactured, distributed or sold by a marijuana establishment fo other than for medical use.

Adult use marijuana product: "Adult use marijuana product" means a marijuana product that is manufactured, distributed or sold by a marijuana establishment for other than for medical use.

Marijuana cultivation: the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of marijuana for use or sale. "Cultivation" or "cultivate" does not include manufacturing, testing or marijuana extraction.

Marijuana cultivation facility: a facility licensed under state law to purchase marijuana plants and seeds from other cultivation facilities; to cultivate, prepare and package adult use marijuana; to sell adult use marijuana to products manufacturing facilities, to marijuana stores and to other cultivation facilities; and to sell marijuana plants and seeds to other cultivation facilities and immature marijuana plants and seedlings to marijuana stores.

Marijuana establishment: a cultivation facility, a products manufacturing facility, a testing facility or a marijuana store licensed under state law.

Marijuana manufacturing or manufacture: the production, blending, infusing, compounding or other preparation of marijuana and marijuana products, including, but not limited to, marijuana extraction or preparation by means of chemical synthesis. "Manufacturing" or "manufacture" does not include cultivation or testing.

Marijuana product: a product composed of marijuana or marijuana concentrate and other ingredients that is intended for use or consumption. "Marijuana product" includes, but is not limited to, an edible marijuana product, a marijuana ointment and a marijuana tincture. "Marijuana product" does not include marijuana concentrate.

Marijuana products manufacturing facility: a facility licensed under state law to purchase adult use marijuana from a cultivation facility or another products manufacturing facility; to manufacture, label and package adult use marijuana and adult use marijuana products; and to sell adult use marijuana and adult use marijuana products to marijuana stores and to other products manufacturing facilities.

Marijuana store: a facility licensed under state law to purchase adult use marijuana, immature marijuana plants and seedlings from a cultivation facility, to purchase adult use marijuana and adult use marijuana products from a products manufacturing facility and to sell adult use marijuana, adult use marijuana products, immature marijuana plants and seedlings to consumers.

Marijuana testing facility: a facility licensed under state law to develop, research and test marijuana, marijuana products and other substances.

Medical marijuana establishment: a registered caregiver retail store, medical marijuana testing facility, or medical marijuana manufacturing facility. A medical marijuana establishment does not include a registered dispensary

Medical marijuana testing facility: a public or private laboratory authorized under state law to test medical marijuana for contamination, potency or cannabinoid profile.

Medical marijuana manufacturing facility: a manufacturing facility authorized under state law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use.

Registered Caregiver: A person who is registered by the Maine Department of Administrative and Financial Services, or other Department designated by Statute, per 22 M.R.S. § 2425-A.

Registered Caregiver Store: a registered caregiver authorized under state law to cultivate medical marijuana that is authorized by the Town to purchase medical marijuana, medical marijuana plants and medical marijuana products from other registered caregivers and to operate a retail store to sell medical marijuana, medical marijuana plants and medical marijuana products to qualifying patients. A registered caregiver retail store differs from other registered caregivers in that only a registered caregiver retail store is allowed to operate out of a store-front and have signage indicating that marijuana products are available for sale.

Registered Dispensary: a dispensary authorized under state law to cultivate and dispense medical marijuana to qualifying patients and caregiver.

1. SCHEDULE OF LAND USES

Land Use	District (P = Permitted Use; C = Conditional Use)					
	GR	C1	C2	R	WC	M
Single family dwellings	P	P	P	P		
Two family dwellings	P	P	P	P		
Mobile homes	P	P	P	P		
Accessory buildings and uses	P	2	2	2		
Accessory apartments	P ¹	P ¹	P ¹	P ¹		
Home occupations	C	C	C	C		
Professional offices	C	C	C	C		
Multi-family dwelling units and condominiums	C	C	C	C		
Rooming houses	C	C	C	C		
Planned unit development	C			C		
Antique shops and galleries	C	C	C	C		
Retail and wholesale businesses and services establishments		C ³	C			
Motels, hotels and restaurants		C	C			
Clubs and movies theaters		C	C			
Banks		C	C			
Service station garages		C	C			
Public buildings such as schools, recreational facilities, utility structures, and other community related uses		C	C			
Light manufacturing			C			
All medical and medical related uses			C			
Planned unit development			C			
Wireless communications facilities			C ⁴		C	
Adult entertainment establishments			C			
Agricultural and gardening businesses				P		
Forest management activities				P		
Campgrounds				C		
Mobile home parks				C		
Uses related to environmental study and education				C		
Veterinary hospital stables				C		
Structures associate with municipal utilities				C		
All occupancies and uses to serve the municipal services of the town						P
<u>Home Cultivation of Marijuana</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>		
<u>Marijuana cultivation facilities</u>			<u>C</u>	<u>C</u>		
<u>Marijuana products manufacturing facilities and medical marijuana manufacturing facilities</u>			<u>C</u>	<u>C</u>		
<u>Marijuana stores</u>			<u>C</u>	<u>C</u>		
<u>Registered caregiver retail stores and registered dispensaries</u>			<u>C</u>	<u>C</u>		
<u>Marijuana testing facilities and medical marijuana testing facilities</u>			<u>C</u>	<u>C</u>		

¹As long as the requirements of Article 9.Q are met, accessory apartments are allowable under a permit from the Code Enforcement Officer (CEO). The CEO may forward an accessory apartment application to the Planning Board for review as a 'Conditional Use Permit' under the Site Plan Review Ordinance. NOTE: Accessory apartments are not allowed in overlay Shoreland Zones.

² Accessory buildings and uses to permitted uses are permitted; accessory buildings and uses to conditional uses are conditional.

³ No outside storage

⁴ Within the bounds of the Wireless Communications District

R. Limit on Home Cultivation of Marijuana.

No person shall be permitted to cultivate marijuana plants or seedlings on a parcel or tract of land on which he or she is not domiciled.

S. Limit on Location of Marijuana Establishments.

A marijuana establishment may not be permitted or operated within 1000 feet of a public or private educational facility including but not limited to child care facility, nursery schools, preschools, kindergartens, elementary schools, private schools, intermediate schools, junior high schools, middle schools, high schools, vocational schools, secondary schools, continuation schools, special education schools, junior colleges, and universities; school includes the school ground, but does not include the facilities used primarily for another purpose and only incidentally as a school.

Site Plan Review Ordinance

§102.3 APPLICABILITY

A. This Ordinance shall apply to:

9. Marijuana cultivation facilities, marijuana products manufacturing facilities, medical marijuana manufacturing facilities, marijuana stores, registered caregiver retail stores, registered dispensaries, marijuana testing facilities and medical marijuana testing facilities.

Definitions

MARIJUANA CULTIVATION FACILITY - a facility licensed under state law to purchase marijuana plants and seeds from other cultivation facilities; to cultivate, prepare and package adult use marijuana; to sell adult use marijuana to products manufacturing facilities, to marijuana stores and to other cultivation facilities; and to sell marijuana plants and seeds to other cultivation facilities and immature marijuana plants and seedlings to marijuana stores.

MARIJUANA PRODUCTS MANUFACTURING FACILITY - a facility licensed under state law to purchase adult use marijuana from a cultivation facility or another products manufacturing facility; to manufacture, label and package adult use marijuana and adult use marijuana products; and to sell adult use marijuana and adult use marijuana products to marijuana stores and to other products manufacturing facilities.

MARIJUANA STORE - a facility licensed under state law to purchase adult use marijuana, immature marijuana plants and seedlings from a cultivation facility, to purchase adult use marijuana and adult use marijuana products from a products manufacturing facility and to sell adult use marijuana, adult use marijuana products, immature marijuana plants and seedlings to consumers.

MARIJUANA TESTING FACILITY - a facility licensed under state law to develop, research and test marijuana, marijuana products and other substances.

MEDICAL MARIJUANA TESTING FACILITY - a public or private laboratory authorized under state law to test medical marijuana for contamination, potency or cannabinoid profile.

MEDICAL MARIJUANA MANUFACTURING FACILITY - a manufacturing facility authorized under state law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use

REGISTERED CAREGIVER - A person who is registered by the Maine Department of Administrative and Financial Services, or other Department designated by Statute, per 22 M.R.S. § 2425-A.

REGISTERED CAREGIVER STORE - a registered caregiver authorized under state law to cultivate medical marijuana that is authorized by the Town to purchase medical marijuana, medical marijuana plants and medical marijuana products from other registered caregivers and to operate a retail store to sell medical marijuana, medical marijuana plants and medical marijuana products to qualifying patients. A registered caregiver retail store differs from other registered caregivers in that only a registered caregiver retail store is allowed to operate out of a store-front and have signage indicating that marijuana products are available for sale.

REGISTERED DISPENSARY - a dispensary authorized under state law to cultivate and dispense medical marijuana to qualifying patients and caregiver.

Corrective Cemetery Deed

KNOW ALL MEN BY THESE PRESENTS that the Town of Damariscotta, in the County of Lincoln and the State of Maine, a municipal corporation organized and existing under the laws of the said State, in consideration of the sum of zero dollars (\$0.00) paid by **Ronald H. Ramsay**, in the state of Maine, does hereby transfer and convey unto the said **Ronald H. Ramsay** and his/her assigns, a certain lot of land in **Hillside Cemetery** in said Town of Damariscotta, said lot(s) being numbered **#1071 (Annex 2)** as shown on the plan of the cemetery on file with the Trustees of said cemetery. This lot is being conveyed and transferred in place of lot(s) numbered 1017 which were previously conveyed and transferred in deed Book 5340 Page 69 but later determined to be a clerical error.

TO HAVE AND TO HOLD the same unto the grantee(s) and assigns forever:

ON CONDITION that the same shall be used and improved only as and for a burial lot for the human dead; that no permanent markers shall be erected above the surface of the ground (this does not apply to monuments); no shrubbery or trees shall be planted on the lot; the lot shall not be mounted or terraced, grade to be maintained on level with the rest of area; that it shall not be sold or transferred without leave had and obtained in writing from the trustees of said cemetery; that the owners and possessors thereof shall always be subject to such regulations and orders as are or shall be made for the use and improvement of said cemetery.

And the said Town of Damariscotta covenants to and with the **Ronald H. Ramsay** and his/her assigns that it is lawfully seized in fee of the aforesaid premises, that the granted premises are free from all encumbrances, that it has good right to sell and convey the same to the said **Ronald H. Ramsay** and his/her assigns forever.

IN TESTIMONY WHEREOF, the Town of Damariscotta has caused these present to be signed and sealed by its Selectmen, thereunto duly authorized this **1st day of May, 2019.**

The Town of Damariscotta

Roberta Mayer

Ronn Orenstein

Louis F Abbotoni

Mark Hagar

Amy Leshure

State of Maine

County of Lincoln

Then personally appeared the above named Selectmen of the Town of Damariscotta and acknowledge the foregoing instrument to be their free act and deed in their said capacity and the free act and deed of said Town on May 1, 2019.

Before me, _____
Notary Public

Cemetery Perpetual Care & Maintenance

THE TOWN OF DAMARISCOTTA, in the County of Lincoln and State of Maine, has received from **Ronald H. Ramsay**, in the State of Maine the sum of zero dollars (\$0.00.), and said sum has been accepted by said town, to be held in trust, the income thereof to be used for the perpetual care and maintenance of cemetery lot number(s) **1071 (Annex 2)** in the **Hillside Cemetery**; provided however, that should any part of said income remain unexpended, after the reasonable and proper care of said lot, it shall be used for the general care and maintenance of **Hillside Cemetery**.

Dated at Damariscotta, Maine this **1st day of May, 2019**.

Roberta Mayer

Ronn Orenstein

Louis F Abbotoni

Mark Hagar

Amy Leshure

The Town of Damariscotta

State of Maine

County of Lincoln

Then personally appeared the above named Selectmen of the Town of Damariscotta and acknowledge the foregoing instrument to be their free act and deed in their said capacity and the free act and deed of said Town on May 1, 2019.

Before me, _____
Notary Public

RECEIVED APR 16 2019

MFC

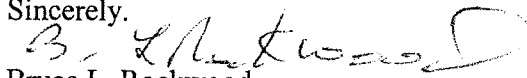
BRUCE L. ROCKWOOD
Treasurer & Clerk of Finance Com
Midcoast Friends Meeting
P.O. Box 714
Damariscotta, ME 04543-0714

April 15, 2019

Town of Damariscotta, Maine 04543

Here is our check from the Midcoast Friends Meeting, 77 Belvedere Road, PO Box 714, Damariscotta, Maine 04543, for \$425.00 as a payment in lieu of taxes. Thank you very much.

Sincerely,



Bruce L. Rockwood
Treasurer, Midcoast Friends Meeting

Town of Damariscotta
Receipt

04/15/19 11:05 AM ID:MFC	#5240-1
TYPE-----	REF-----
IN LIEU OF TAXES	PILOT 12
IN LIEU OF TAXES	425.00

Total: 425.00
Paid By: MIDCOAST FRIENDS MEETING
Remaining Balance: 0.00

Cash: 425.00
1509 - 425.00



State of Maine
Community Development Block Grant Program
2019 Public Service Program

Letter of Intent to Apply

(Due at DECD on or before May 3, 2019, 4:00 p.m.)

All communities wishing to apply for a 2019 Public Service Grant must use this Letter of Intent to document compliance with requirements established by Title I of the Housing and Community Development Act of 1974, as amended and the State of Maine CDBG program. Applicants who submit a completed and approved Letter of Intent will be notified by OCD that they are eligible to submit a final application. Eligibility to submit a final application does not imply final project approval or funding.

A. APPLICANT ELIGIBILITY

1. Legal Applicant:

Applicant:		Phone:	
Address:		Fax:	
City, ZIP:		E-Mail:	
Chief Official:			
Census Tracts #(s) Where Proposed Activities Will Occur:			
DUNS #:	Applicant DUNS (Dunn & Bradstreet) #: (visit www.nea.gov/grants/apply/DUNS.html if applicant needs to obtain a number)		

2. Applying on Behalf of Sub-Grantee (if applicable): (e.g.: Non-Profit, etc.)

Sub-Grantee:	CENTRAL LINCOLN COUNTY YMCA	Phone:	(207) 563-9622
Address:	525 Main St., PO Box 787	Fax:	
City, ZIP:	Damariscotta, ME 04843	E-Mail:	mcyr@clcyymca.org
Agency Rep:	Meagan Hamblett, CEO	Title #2:	Molly Cyr, Development Coord.

B. PROJECT INFORMATION

Provide a concise description of the proposed project below. The scope of work should be very specific in identifying how the CDBG money will be used, how the proposed PS activities represent a new or expanded service and how the service will continue after CDBG assistance.

— SEE ATTACHED —

C. COST ESTIMATES & PROJECT FUNDING

Provide the estimated project cost, amount of CDBG funds to be requested and sources, amounts and dates secured for all anticipated cash matching funds. Clearly state the source of the cost estimates. - SEE ATTACHED DETAILS -

Total Estimated Project Cost:	\$ 70,000.-	CDBG Request:	\$ 60,000.-
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Funding Source	Amount	Date Secured
TOTAL:	\$	

D. NATIONAL OBJECTIVE

Check the appropriate box below and attach all required documentation listed in the appropriate box.

BENEFITTING LOW-TO-MODERATE INCOME PERSONS (LMI)	
<input checked="" type="checkbox"/>	Community-Wide LMI National Objective (for Public Safety Equipment only) Attach Census Figures indicating 51% or more of the community is LMI along with a completed <u>Beneficiary Profile</u> OR recent survey materials meeting the requirements set forth in OCD Policy Letter Number 19 and Income Survey Methodology Handbook.)
X	Predominant Use by LMI National Objective Attach documentation that the public service activities to be provided by CDBG funds will benefit LMI persons, where at least 51% of participants are LMI.
<input checked="" type="checkbox"/>	Limited Clientele LMI National Objective Attach written documentation that the proposed CDBG activity will serve a HUD recognized Limited Clientele group as set forth by the United States Department of Housing and Urban Development in 24 CFR Part 570 and the State of Maine CDBG Program. Limited Clientele Groups are: Abused Children, Battered Spouses, Elderly Persons, Severely Disabled Adults, Homeless Persons, Illiterate Adults, Migrant Farm Workers or Persons Living With AIDS.

SEE ATTACHED PROJECT INFO ←

Applicant Certifications

- a. To the best of my knowledge and belief, the information in this Letter of Intent and all attached documentation is true and correct;
- b. This pre-application complies with all applicable State and federal laws and regulations; and
- c. Approval of this Letter of Intent by OCD to submit a final application does not imply final project approval or funding.

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Signature of Chief Executive Officer

Name of Community

Date: mm/dd/year

Project Information

The Central Lincoln County YMCA proposes to introduce an on-site after school program called Thrive at the Y. With the implementation of this program, the CLC YMCA will be able to offer an after school program specifically designed to target the core values of the YMCA through youth development, healthy living and social responsibility. This program encourages K-5th grade youth to achieve, build relationships and feel a sense of belonging through thoughtful planning and intentional scheduling of age-appropriate activities surrounding physical activity, preparing & sharing locally sourced, nutritious food and academic enrichment with STEM, literacy and homework help. The programming will include FARMS at the Y education in nutrition, kitchen skills, and gardening, CATCH (Coordinated Approach to Childhood Health) physical activity, various STEM opportunities, and regular field trips. Through the Read Together program with Midcoast Literacy, we will have one-on-one tutoring services for children who are struggling with reading and other academic skills. Thrive at the Y programming will also include participants preparing after school snacks for the 6th-12th graders who frequent the YMCA, as part of an initiative to feed the local teens nutritious foods daily during the school week.

This after school program will be an integral part of our overall child care services which includes our private pre-k program and our child care programs serving infants through preschool age children. All child care services have cross over between programming including staffing, curriculum development, food programs, and space.

Funding from the Community Development Block Grant will support the staffing costs for professional child development staff and farm-to-school educators. Funding would also cover program supply costs including food and garden supplies. To meet the needs of families considered Low-to-Moderate Income, an average of 40.76% of students served in these programs meet the Free & Reduced Lunch eligibility, therefore 41% of costs associated with running this program would be covered by CDBG funding.

When CDBG assistance ends this program will continue on with expected growth and will be planned into the annual budget for sustainability. Our annual fund campaign will help to offset any scholarship needs for participation.