

6:00PM- Board of Selectmen Executive Session

**6:30PM Board of Selectmen Meeting
Virtual Meeting (TV Ch. 3)
July 16, 2020**

Pledge of Allegiance –

Roll Call of Board Members –

Town Manager's Report –

Board and Committee Reports and Updates-

- Update TDI/ECD- John Shattuck, Topsham Economic and Community Development, Inc. Director

Correspondence – If you have any comments/questions on an agenda topic, email them to info@topshammaine.com by Tuesday, the week of meeting. Please include your full name and address in the email. Emails will be reviewed and addressed during the meeting which will be televised on channel 3.

Adjustments to the Agenda – At this time we will be taking phone calls for any comments/question you have on this agenda at 373-5090. We will be asking for you name, address and brief comment/question.

Consent Calendar –

1. Approval of the minutes of the Regular Selectmen meeting July 2, 2020.

Public Hearing –

20-45-Consideration and any appropriate action on an application for a new Liquor License for 104 Main Public House located at 104 Main Street, submitted by Matthew Kenney.

Unfinished Business –

Old Business –

New Business –

20-46- Consideration and any appropriate action to a temporary crosswalk on River Road.

20-47- Consideration and any appropriate action on a stop sign at Elm Street extension and Winter Street

20-48- Consideration and any appropriate action on the appointments of various Boards/Committees.

Executive Session- (held prior to meeting)

20-49- Consideration and any appropriate action to enter into Executive session pursuant to 1. M.R.S.A § 405 (6) (A). to discuss personnel issues.

Any public member desiring to address the Board shall be recognized by the Chair, shall state name and address for the record, and shall limit remarks to the question under discussion. All remarks and questions addressed to the administration of Town shall be addressed to the Town Manager or the Board of Municipal Officers through the Chair and not to any municipal town employee. No person other than members of the Board and the person having the floor shall enter into any discussion either directly or through a member of the Board without the permission of the presiding officer.

Public members attending Board Meetings also shall observe the same rules of propriety, decorum, and good conduct applicable to the members of the Board. Any person making personal impertinent and slanderous remarks, or who becomes boisterous while addressing the Board or those attending the Board meeting shall be removed from the room if so directed by the presiding officer. Aggravated cases shall be prosecuted on appropriate complaint signed by the presiding officer. In case the presiding officer should fail to act, any member of the Board may move to require the Chair to act to enforce the rules, and the affirmative vote of the Board shall require the presiding officer to act. 05/29/2003

Board of Selectmen Meeting

For the date of: 07/16/2020

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- Old Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number 1

(If this is unfinished business, please remember to research and enter the original agenda number above. For regular agenda items, the secretary will assign a number.)

Brief Title of consent or Agenda Item: Approval of the minutes of the Regular Selectmen meeting July 2, 2020.

Brief Description of Consent or Agenda Item: see attached

Submitted by Derek Scrapchansky, Town Manager

Date: 07-06-2020

MINUTES
TOWN OF TOPSHAM
BOARD OF SELECTMEN MEETING
VIRTUAL MEETING HELD VIA ZOOM (TV CH 3)
JULY 2, 2020 – 6:30 P.M.

MEMBERS PRESENT: David Douglass
Marie Brilliant
Ruth Lyons
Matt Nixon
Roland Tufts

MEMBER(S) ABSENT: All present

STAFF PRESENT: Derek Scrapchansky, Town Manager

Also in attendance were Gail Eaton, Charline Swift and Patrick Cohn, members of the Finance Committee

A meeting of the Topsham Board of Selectmen was held on Thursday, July 2, 2020, with individuals joining the meeting from their residences via Zoom.

CALL TO ORDER

Chairman Douglass called the regular meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE/ROLL CALL

Chairman David Douglass invited everyone to stand and recite the Pledge of Allegiance to the Flag. The recording secretary took the roll call and noted that all Selectmen were present.

Those wishing to comment or ask questions were asked to call in at (207) 373-5090.

TOWN MANAGER'S REPORT

Good Evening,

The Solid Waste Facility will be open tomorrow and will be closed on Saturday, July 4th. The facility will be accepting Zero Sort Recycling beginning July 15th.

Next week is the start of many of the Parks and Recreation Department Programs. Many are near full, and we encourage residents to check programs out at Topshamparksrec.com.

Next weekend is the first ever Maine Backyard Campout Weekend. The weekend of July 10-11 was chosen to celebrate National Parks and Recreation Month, which is held annually during the month of July. Every day, in communities across the country, those who work in parks and recreation are providing essential services and making their communities better places to live, work and play. Interested individuals/families may register online or call the Parks and Recreation Office on Monday, July 6th. Five registered parties will win a gift basket filled with S'more fixings, light sticks, sparklers, and other specialty items. Everyone who registers will also receive a package of suggestions, ideas, and interesting items.

The Topsham Public Library will open their doors on July 6th. They will be open Monday through Friday 9am-5pm and Saturday 9am-1pm with a limit of 20 patrons at a time. Each person will be limited to ½ hour per visit and will be required to practice social distancing. Everyone who enters must wear a mask for the entire visit. Parking lot pick-up is still available for those who cannot wear a mask. Adult computers and copiers will be available on a first come first served basis. The library's goal is to provide safe service for all!

On behalf of the Town Staff, I thank the community for the support and understanding when conducting business at Town Hall. Our tax/clerk department has never been busier. They have experienced an estimated 100% increase in daily transactions and have processed over 1500 absentee ballots while preparing for the July 14th election and the July 29th Town Meeting.

The Town Staff has been putting forth a tremendous effort in planning for Town Meeting on July 29th. The Town Warrant, once approved, will be posted on the Town's website, and will be mailed to the residents of Topsham. I would like to thank Charlie Crosby who is currently assisting us, as he always has, in making this announcement and publication a reality. The meeting will take place at the Topsham Fairgrounds on July 29th at 6:00 pm and will be conducted in a drive-in format similar to recent high school graduations with handicap and non-driver accommodations. A sound system with an FM transmitter will allow the meeting to be broadcast over an FM radio channel. Each registered voter will be provided a voting card, and assistance card, and detailed instructions. Non-registered residents can register to vote beginning at 5:00 pm. The meeting will be conducted in a safe manner and will adhere to CDC and State guidance. In the event of inclement weather, July 30th and July 31st are scheduled back-up dates. Instructions for residents will be posted with the Warrant, the Town website, and social media.

I would like to introduce Nina Badger. She is a Bowdoin student intern who is the newest member of our team. Nina is assisting with the Government Review Committee, TDI, and the Planning Board meetings. She is also assisting the

Manager's office in the review of contracts and policies. We are fortunate to have her working with us this summer.

Thank you and have a good night.

BOARD AND COMMITTEE REPORTS AND UPDATES – None noted.

CORRESPONDENCE – Information was included on the agenda informing citizens who wished to offer comments or questions as follows: *"If you have any comments/questions on an agenda topic, email them to*

infor@topshammaine.com by Thursday, the week of the meeting. Please include your full name and address in the email. Emails will be reviewed and addressed during the meeting which will be televised on Channel 3.”

ADJUSTMENTS TO THE AGENDA – None noted.

CONSENT CALENDAR

1. Approval of the minutes of the Regular Selectmen’s meeting of June 18, 2020.
2. Approval to open the polls at 8:00 a.m. on July 14, 2020 for the State Primary and Special Referendum Election and MSAD #75 Budget Validation Referendum Election. Approve the extended Registrar’s office hours on Thursday, July 9, 2020 to remain open until 6:30 p.m. for the purpose of additional hours for voter registration as required by State Statute 21-A, Subsection 122.6. Approval to open and process absentee ballots on July 10, 2020, 10:30 a.m. to 3:00 p.m. and additional dates if needed on July 11, 12, and 13 from 10:30 a.m. to 3:00 p.m. with instructions beginning at 9:30 a.m. each of the dates. Approval to appoint Linda Dumont as Warden for the State Election.

Motion was made by Chairman Douglass, seconded by Selectman Tufts, to approve the Consent Calendar as written. Vote was called and it was unanimously **VOTED** to accept the Consent Calendar as written.

CONSIDERATION ANY APPROPRIATE ACTION ON THE DRAFT TOWN MEETING WARRANT.

The Public Hearing was declared open.

Chairman Douglass read aloud each of the articles and asked for comments. He invited everyone watching to call in with their comments at 373-5090.

There were no questions to be heard and the Public Hearing was declared closed.

At this point in the meeting, Chairman Douglass went through items 4 through 9 (Items can be compared by looking at the proposed warrant which is filed with these minutes) asking for a vote as follows:

- Art. 1 - Motion was made by Chairman Douglass, seconded by Selectmen Lyons, to elect a moderator to preside at Town Meeting. Vote was called and the motion was unanimously passed.
- Art. 2 - Motion was made by Chairman Douglass, seconded by Selectman Nixon, To see if the Town will ratify the change in the date for the Special Town Meeting from May 20, 2020 to July 29, 2020 due to the emergency management orders in response to Covid-19 Pandemic. Vote was called and the motion was unanimously passed.
- Art. 3 - Motion was made by Chairman Douglass, seconded by Selectman Lyons, to see if the Town will ratify the change to allow the Board of Selectman, by a two-thirds majority, to waive the interest penalty on property taxes for up to six months beyond the due date during a declared state of emergency within the past six months. Vote was called and the motion was unanimously passed.
- Art. 4 - Motion was made by Chairman Douglass, seconded by Selectman Lyons, to have the Town vote to raise, appropriate and spend the sum of \$1,226,283 for debt service, a reduction of \$2,600 from last year, with a vote of ought to pass. Vote was called and the motion was unanimously passed.

Finance Committee Vote: Motion was made by Gail Eaton, seconded by Patrick Cohen to have the Town vote to raise, appropriate and spend the sum of \$1,226,283 for debt service. Vote was called and the motion was unanimously passed.

Art. 5 - Motion was made by Chairman Douglass, seconded by Selectman Lyons, To see if the Town will vote to spend \$4,311,798 for General Government and to see what sum the Town will vote to raise and appropriate for the same and to authorize the Board of Selectmen to transfer funds from the Payroll Adjustment line in Insurance, to departments outside of General Government for anticipated employee wage and benefit adjustments.

Susan Preece, Library Director asked to be recognized. Ms Preece said Diane Kinder, Deb O'Neil and Joe Trafton were present with her to represent the Library. Ms. Preece note a difference of \$3,200 between the amount agreed upon from the Board of Selectman and the Finance Committee. Patrick Cohen represented the Finance Committee and spoke in favor of the increase. Gail Eaton, also representing the library spoke in favor of the increase saying the \$3,200 represented a 3% increase across the board. Ms. Preece said she has been trying for the past 5 years to get salaries of the library staff increased and the amount listed from the Selectmen would represent a cut. She said she would happily attend any meeting of the Finance Committee but has never been invited.

Vote was called for the amount moved by Chairman Douglass of \$4,311,798 and the motion passed unanimously.

Finance Committee Vote: Motion was then made by Ms. Eaton, seconded by Mr. Cohen to raise \$4,311,798 for Item 5. Vote was called and the motion was unanimously passed.

Art. 6 - Motion was made by Chairman Douglass, seconded by Selectman Lyons to spend \$1,503,000 for Capital Projects. Vote was called and the motion was unanimously passed.

Finance Committee Vote: Motion was then made by Ms. Eaton, seconded by Mr. Cohen to raise \$1,503,000 for Item 6. Vote was called and the motion was unanimously passed.

Art. 7 - Motion was made by Chairman Douglass, seconded by Selectman Lyons to spend \$3,206,636 for Public Safety. Vote was called and the motion was unanimously passed.

Finance Committee Vote: Motion was then made by Ms. Eaton, seconded by Mr. Cohen to raise \$3,206,636 for Item 7. Vote was called and the motion was unanimously passed.

Art. 8 - Motion was made by Chairman Douglass, seconded by Selectmen Lyons to raise \$1,816,640 to spend for Public Works, Solid Waste and Recycling. Vote was called and the motion passed unanimously.

Finance Committee Vote: Motion was then made by Ms. Eaton, seconded by Mr. Cohen to raise \$1,816,640 for Item 8. Vote was called and the motion was unanimously passed.

Art. 9 - Motion was made by Chairman Douglass, seconded by Selectman Tufts that no recommendation be made on Item 9 from the Board of Selectman. Vote was called and the motion unanimously passed.

Finance Committee Vote: Motion was made by Ms. Eaton that no recommendation be submitted from the Finance Committee on LD-1.

Art's. 10 through 14 -

Selectman Lyons asked if all the roads to be accepted had been brought up to Town Standards. Public Works Director Dennis Cox responded that that have.

Motion was made by Chairman Douglass, seconded by Selectman Lyons, to place Articles 10 through 14 on the Town Meeting Warrant with a recommendation from the Board of Selectmen of Ought to Pass. Vote was called and the motion unanimously passed.

Art's 15 through 25 –

Motion was made by Chairman Douglass, seconded by Selectman Lyons, to place Articles 15 through 25 on the Warrant for the upcoming Town Meeting with recommendation from the Board of Selectman of Ought to Pass. Vote was called and the motion unanimously passed.

UNFINISHED BUSINESS – None noted.

OLD BUSINESS – None noted.

NEW BUSINESS

20-44 CONSIDERATION AND ANY APPROPRIATE ACTION ON AWARDING AUDIT SERVICES CONTRACT TO SMITH AND ASSOCIATES

Selectman Tufts asked if the deadline of June 30, 2020 was good as the firm was late in completing the audit last year. Town Manager Scrapchansky responded the date was good. The firm was late completing the audit last year due to staff problems.

Motion was made by Chairman Douglass, seconded by Selectman Tufts to award the Audit Services Contract for this year to Smith and Associates. Vote was called and the motion unanimously passed.

EXECUTIVE SESSION – None noted.

ADJOURNMENT

Motion was made, seconded and unanimously

VOTED

To adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Patty Williams, Recording Secretary

Total Control Panel

[Login](#)

To: rwoodd@topshammaine.com

Message Score: 20

High (60): Pass

From: patty1125@live.com

My Spam Blocking Level: Medium

Medium (75): Pass

Low (90): Pass

[Block this sender](#)

[Block live.com](#)

This message was delivered because the content filter score did not exceed your filter level.

Board of Selectmen Meeting

For the date of: 7/16/2020

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number: 20-45

(If this is Unfinished Business, please remember to research and enter the original agenda number above. For Regular Agenda items, the Secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action on an application for a new Liquor License for 104 Main Public House located at 104 Main St. submitted by Matthew Kenney

Brief Description of Consent or Agenda Item: See Attachments

- * Liquor application to serve Spirits, Vinous and Malt
- * Includes Extension of Premise to serve alcoholic beverages in outside patio area

Submitted by: Linda Dumont, Town Clerk

Date: 07/02/2020

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

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

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

5. Business records are located at the following address:

104 Main St Topsham, ME

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

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

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

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

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

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

Yes No

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

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

Yes No

If yes, please provide details: _____

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

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

Name of Business	License Number	Complete Physical Address

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

Full Name	DOB	Place of Birth
Matthew Kenney	10/6/1982	Portland, ME

Residence address on all the above for previous 5 years

Name	Address:	521 white rd. Bowdoinham, ME 04724
Name	Address:	16 Liberty Hill rd Gardiner, ME 04345
Name	Address:	
Name	Address:	

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

Yes No

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

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

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

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

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)

Outdoor Seating - 6 picnic tables w/ roped off area
2ft behind the tables.

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: Mt. Ararat High School

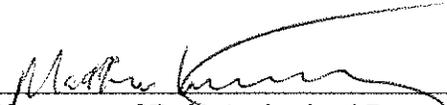
Distance: 1 mile

Section II: Signature of Applicant(s)

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

Please sign and date in blue ink.

Dated: 5/8/2020


Signature of Duly Authorized Person

Signature of Duly Authorized Person

Matthew Kerney
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

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

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

Dated: July 14, 2020

Who is approving this application? Municipal Officers of Jopsham
 County Commissioners of _____ County

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

Signature of Officials	Printed Name and Title

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

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

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

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.

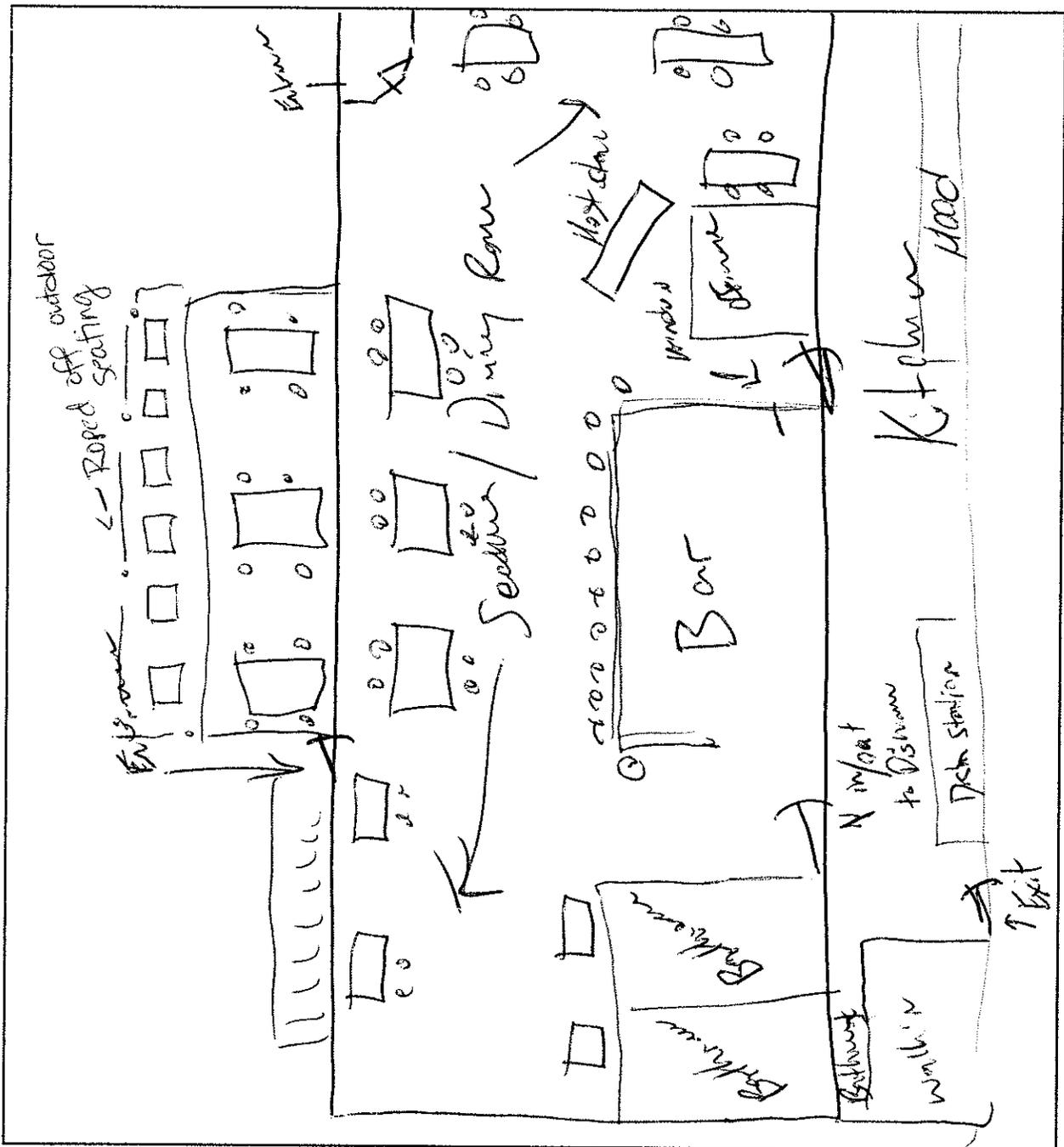
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together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

Class of License	Type of liquor/Establishments included	Fee
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

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: Strive Maine MSK LLC
2. Doing Business As, if any: 104 Main Public House
3. Date of filing with Secretary of State: 1/21/20 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

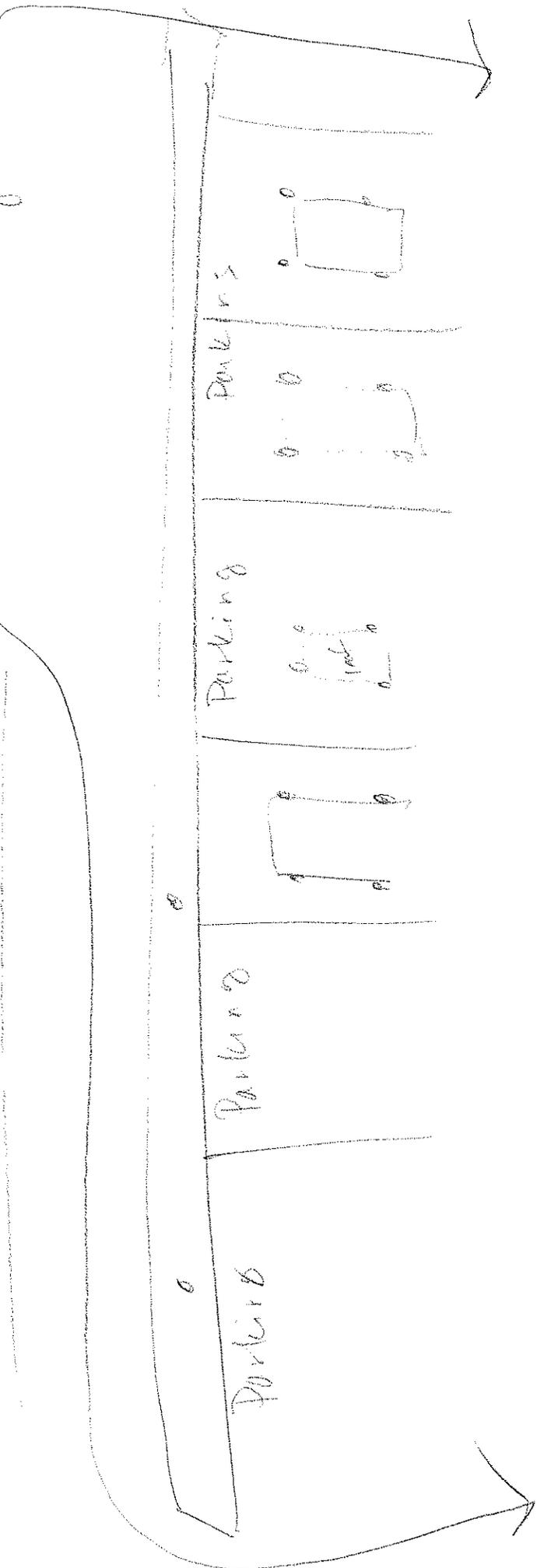
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Matthew Kenney	521 white rd. Buxton, ME 04009 16 Long Hill rd. Gardiner ME 04841	10/6/1982	CEO	51%
Scaron Kenney	20 Pollard Ave. Brunswick	3/4/59	Treasurer	30%
William Kenney Jr.	20 Pollard Ave, Brunswick	6/20/56	Treasurer	19%

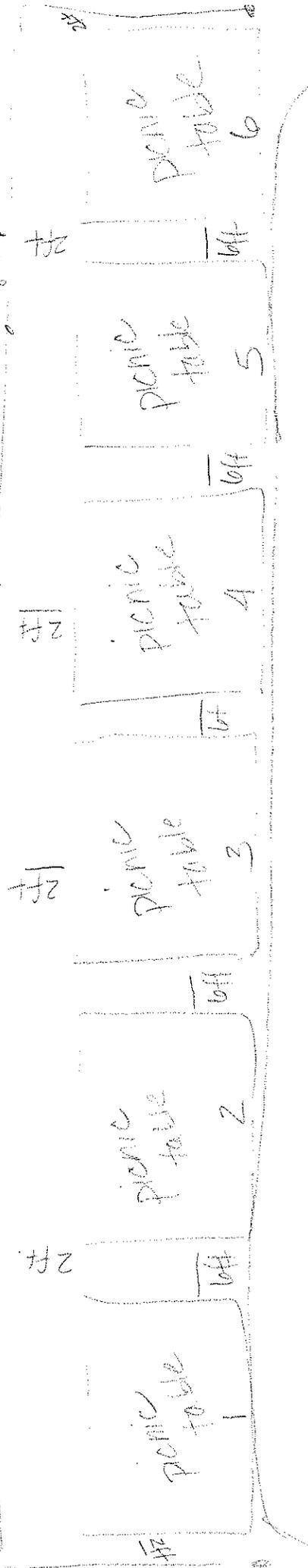
(Ownership in non-publicly traded companies must add up to 100%.)

104 Main Public Transit

Outdoor Seating Area



boundary rope boundary rope boundary rope boundary rope



Atrium Indoor Seating Area

Linda Dumont

From: Chris Lewis
Sent: Wednesday, June 10, 2020 12:25 PM
To: Linda Dumont
Subject: RE: New liquor license

The Police Department does not have any concerns regarding the issuance of the liquor license to 104 Main Public House.

Christopher A. Lewis
Chief of Police
Topsham Police Department
100 Main Street
Topsham, ME 04086
207-725-4337
Fax: 207-725-4604
Email: clewis@topshammaine.com

From: Linda Dumont
Sent: Wednesday, June 10, 2020 9:57 AM
To: Chris Lewis <clewis@topshammaine.com>; Chris McLaughlin <cmclaughlin@topshammaine.com>; Tom Lister <tlist@topshammaine.com>
Subject: New liquor license

Good Morning,
I received an application yesterday for a new liquor license from Matthew Kenney **104 Main Public House** (the Old China Town). He would like to open asap. Please let me know your findings upon your inspection. Thanks, Linda

Linda J. Dumont
Town Clerk
Registrar of Voters & General Assistance Coordinator
Town of Topsham
100 Main Street
Topsham, Maine 04086
ldumont@topshammaine.com
(207) 373-5091
Fax (207) 725-1733

Rose Woodd

From: Linda Dumont
Sent: Monday, July 6, 2020 2:12 PM
To: Rose Woodd
Subject: FW: 104 main street

Rose,
For inclusion in the agenda packet for 104 Main Public House.

From: Mike Labbe
Sent: Monday, July 6, 2020 2:09 PM
To: Linda Dumont <ldumont@topshammaine.com>
Cc: Chris McLaughlin <cmclaughlin@topshammaine.com>
Subject: 104 main street

Linda

Town House at 104 Main Street

Made an inspection and found the following item needing attention

- 1- Add an emergency light in the basement area
- 2- Add an emergency light in the small hallway in front of the bathrooms
- 3- Change an emergency exit sign in the dining area to a 2 sided exit sign, place the replaced exit sign above the handy cap exit door.

All other emergency equipment is ok.

The owner assured me that this will be completed by Thursday this week (07/09/2020) and will call so we can recheck the items in question.

With that said we have no issues with the issuance of the Liquor license.

Mike Labbe



Michael Labbe, Deputy Chief, EMS/EMA
Topsham Fire Rescue
100 Main Street
Topsham, ME 04086-1209
mlabbe@topshammaine.com
207 725-1729

Please be advised that pursuant to Title 1 M.R.S.A. Section 402(3), a public record includes any written, printed or graphic matter or any mechanical or electronic data in the possession or custody of an agency or public official that has been received or prepared for use in connection with the transaction of public or governmental business and contains information relating to the transaction of said business; therefore, the public is advised that any correspondence, whether by traditional method or e-mail with Town offices or Town officials, with certain limited exceptions, is public record and is available for review by any interested party.

**NOTICE
PUBLIC HEARING
TOWN OF TOPSHAM**

NOTICE IS HEREBY GIVEN that The Board of Selectmen of the Town of Topsham shall hold a Public Hearing on July 16, 2020 via Zoom and broadcast on Channel 3 at 6:30pm to consider an application for a new liquor license with extension of premise for outdoor seating for 104 Main Public House, 104 Main St. Topsham. Submitted by Matthew Kenney.

Any and all person(s) may appear to show cause and why said application should or should not be approved.

Board of Selectmen Meeting

For the date of: 07/16/2020

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- Old Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number 20-46

(If this is unfinished business, please remember to research and enter the original agenda number above. For regular agenda items, the secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action approval for a temporary crosswalk on River Road.

Brief Description of Consent or Agenda Item: The Water District and the contactors overseeing the new water plants construction requested a temporary crosswalk in this area as the construction office is on the opposite side of River Road from the new plant.

Submitted by Dennis Cox, Pubic Works Director

Date: 07-01-2020



TOPHAM PUBLIC WORKS
100 MAIN STREET / 10 MAINTENANCE WAY
TOPSHAM, ME 04086
207-725-1728 / FAX 207-725-1739

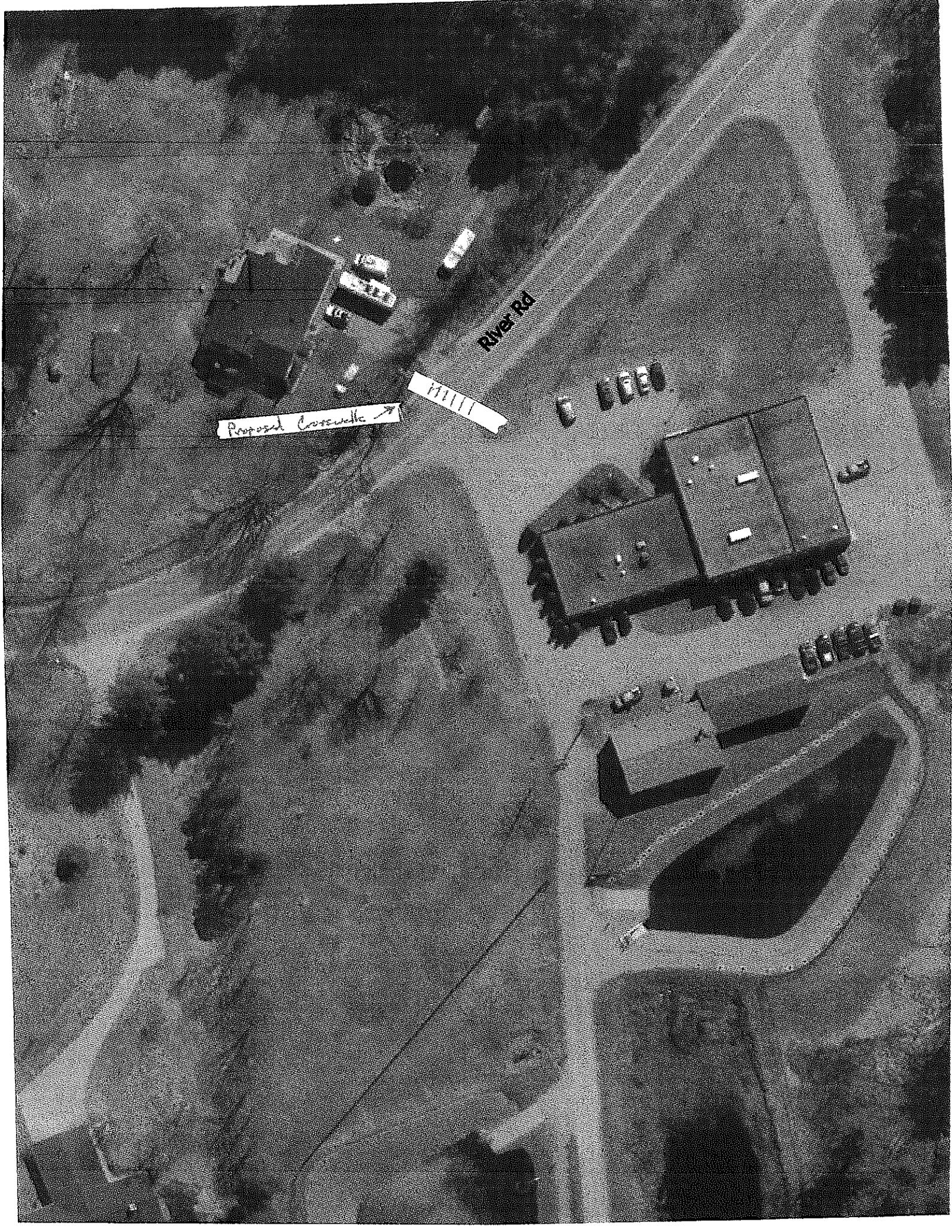


To: Derek Scrapchansky
From: Dennis Cox
Subject: Proposed Crosswalk on River Road near the Topsham Water District Plant
Date: June 25, 2020

I would like to recommend that the Selectmen approve a temporary cross walk on River Road near the Water Plant for approximately the next two years during the construction of the new plant.

The request is being made by the Contractor and the Water District because the Construction Offices are on one side of River Road and the Project is on the other. The speed limit is 40 mph and on a hill downwards slope into the area.

Please contact me with any questions.



River Rd

Proposed Crosswalk →

|||||

Board of Selectmen Meeting

For the date of: 07/16/2020

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- Old Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number 20-47

(If this is unfinished business, please remember to research and enter the original agenda number above. For regular agenda items, the secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action on a proposed stop sign at Elm Street extension and Winter Street.

Brief Description of Consent or Agenda Item: Asking to install a stop sign at Elm Street extension and Winter street because of a crosswalk only a hundred feet or so up Winter Street for pedestrian safety and to bring attention to drivers the driveway entrance just after the crosswalk on the right.

Submitted by Dennis Cox, Pubic Works Director

Date: 07-01-2020



TOPHAM PUBLIC WORKS
100 MAIN STREET / 10 MAINTENANCE WAY
TOPSHAM, ME 04086
207-725-1728 / FAX 207-725-1739



To: Derek Scrapchansky
From: Dennis Cox
Subject: Proposed Stop Sign at Elm Street Extension and Winter Str.
Date: June 25, 2020

I would like to recommend that the Selectmen approve a stop sign at the intersection of Elm Street Extension and Winter Street.

Currently, there is nothing there. I am recommending a stop sign to protect the safety of pedestrians using the crosswalk on Winter Street just uphill from the intersection and also the two driveways on the right as you are going up Winter Street from the intersection. The home owner at 9 Winter Street, Jeff Damico has been in contact with me several times and the Police Department as well, with his concern of safety while trying to get out of his driveway and pedestrians crossing Winter Street in this area. Chief Lewis endorses the idea of a stop sign as well.

Please contact me with any questions.

Main St - Route 201/24

111

5th Street Ext

Proposed
Stop Sign

Main St



111

111

111



Board of Selectmen Meeting

For the date of: 07/16/2020

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number: 20-48

(If this is Unfinished Business, please remember to research and enter the original agenda number above. For Regular Agenda items, the Secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action on the appointments of various Boards/Committees.

Brief Description of Consent or Agenda Item:

Submitted by: Derek Scrapchansky, Town Manager **Date:** 07/02/2020

List of Re-appointments

Don Spann	Planning Board	4 Potential openings
Ronald Bisson	Planning Board	* 5 applicants 1 new below
Tom Thompson	Planning Board	
Scott Libby	Planning Board	
Brian Robinson	TDI, Inc Board	3 Potential openings
Larry Fitch	TDI, Inc Board	
Michael Nelson	Board of Appeals	5 Potential openings
Gordon Donley	Board of Appeals	5 Potential openings
Gordon Donely	Board of Assessment Review	2 Potential openings
Yvette Meunier	Brunswick/Topsham Water District	1 Potential opening
John Graham	Historic Review Board	3 Potential openings
Ralph Williams	History Committee	3 Potential openings

List of New appointments

Sarah Curran	TDI, Inc Board	3 Potential openings
Ed Caron	Government Review Committee (AD Hoc)	3 Potential openings
*Lawrence Brann	Planning Board	4 Potential openings
* Tom Thompson	Comp. Implementation	6 Potential openings
Angela Twitchell	Comp. Implementation	6 Potential openings
Rick Schultz	Comp. Implementation	6 Potential openings

Board of Selectmen Meeting

For the date of: 07/16/2020

Type of Item:

- Board or Committee Presentation
- Consent Agenda Item
- Public Hearing
- Unfinished Business
- New Business
- Executive Session
- Workshop

Type of Submission:

- Regular Submission
- Additional Agenda Item
- Additional Information

Agenda Number: 20-49

(If this is Unfinished Business, please remember to research and enter the original agenda number above. For Regular Agenda items, the Secretary will assign a number.)

Brief Title of consent or Agenda Item: Consideration and any appropriate action to enter into Executive session pursuant to 1. M.R.S.A. 405 (6) (A) to discuss personnel issues.

Brief Description of Consent or Agenda Item:

Submitted by: Derek Scrapchansky, Town Manager **Date:** 07/7/2020