



Presque Isle City Council Meeting

Wednesday, February 3rd, 2021

6:00 PM

Presque Isle Council Chambers

****PICDA Meeting at 5:45PM****

AGENDA

Call to Order

Pledge of Allegiance

Public Hearing

1. Approval for a Malt, Spirituous and Vinous Liquor License and a Special Permit for Music, Dancing, and Entertainment for Presque Isle Country Club, with location of 35 Parkhurst Siding Road (Single Hearing)
2. Approval for a Malt, Spirituous and Vinous Liquor License and a Special Permit for Music, Dancing, and Entertainment for Pie Nana, Inc. d/b/a Irish Setter Pub, with a location of 710 Main Street (Single Hearing)
3. Approval of a Malt, Spirituous and Vinous Liquor License for Mainely Mexican LLC d/b/a Mainely Mexican, with a location of 6 State Road (Single Hearing)

Citizen Comments

Northern Light AR Gould Hospital

M.S.A.D#1

Consent Agenda

4. Approve Minutes from January 6, 2021
5. Approve 2020 Warrants #51 - #52 and 2021 Warrants #1 - #3, totaling \$1,836,600.35
6. Approve List of Election Workers
7. Approve Appointments

Old Business

8. TABLED: Dangerous Building- 9 Allen Street

New Business

9. Goal Setting
10. Davis Street Extension Discontinuance
11. Approve Budget Actuals 2020
12. Tax Acquired Properties for Bid
13. Forum HVAC Upgrade RFQ
14. Dispatch Console at Public Safety Building

Manager's Report

Executive Session

Pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations
Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Economic Development
Pursuant to 1 M.R.S.A. § 405(6)(E) Consultations with Legal Counsel

Announcements

Adjournment



The Office of the City Manager
Martin Puckett
Email: mpuckett@presqueisleme.us
MEMORANDUM

TO:	Honorable City Council
FROM:	Martin Puckett, City Manager
DATE:	January 26, 2021
RE:	February 3rd 6pm, City Council Chambers

Please note 5:45pm start time for PICDA Members

Call to Order

Pledge of Allegiance

Public Hearing: Staff recommends approval for all three

1. Approval for a Malt, Spirituous and Vinous Liquor License and a Special Permit for Music, Dancing, and Entertainment for Presque Isle Country Club, with location of 35 Parkhurst Siding Road (Single Hearing)
2. Approval for a Malt, Spirituous and Vinous Liquor License and a Special Permit for Music, Dancing, and Entertainment for Pie Nana, Inc. d/b/a Irish Setter Pub, with a location of 710 Main Street (Single Hearing)
3. Approval of a Malt, Spirituous and Vinous Liquor License for Mainely Mexican LLC d/b/a Mainely Mexican, with a location of 6 State Road (Single Hearing)

Citizen Comments: Greg LaFrancois, President of Northern Light AR Gould Hospital and Ben Greenlaw, Superintendent of MSAD #1 have both agreed to give updates to the council.

Consent Agenda: Unless council wants to discuss items individually, staff recommends approving in one motion.

4. Approve Minutes from January 6, 2021
5. Approve Warrants
6. Approve List of Election Workers: Standard item
7. Approve Appointments: With Tom's resignation, I recommend Kim Finnemore.

Old Business

8. TABLED: Dangerous Building- 9 Allen Street: We will review pictures, time line of events and hear from those that toured the apartments.

New Business

9. Goal Setting Dates: We should select dates and locations.
10. Davis Street Extension Discontinuance: (Off Carmichael St.) Dana will provide an update on a request to end a right of way/easement.

11. Approve Budget Actuals 2020: While expenses were \$671,082 below budget and revenues were \$209,400 above budget, there were five line items that were higher than anticipated and require council approval.
12. Tax Acquired Properties for Bid: Prior to placing these out to bid, we would like the council to review. We will ask if council would like to adjust the minimum bids.
13. Forum HVAC Upgrade RFQ: Gene recently put out an RFQ for the forum's heating system. Mechanical Services was the only response that made the deadline. They do have experience working with five ice arenas in Maine.
14. Dispatch Console at Public Safety Building: The radio system has started to fail unexpectedly and needs to be replaced. We received a quote from our vendor for a replacement. While there is no funding for it in capital, option include fund balance or emergency reserve.

Manager's Report

Announcements

Executive Session

Pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations

Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Economic Development

Pursuant to 1 M.R.S.A. § 405(6)(E) Consultations with Legal Counsel

Adjournment

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 1

SUBJECT

PUBLIC HEARING: Approval for a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing, and Entertainment for Presque Isle Country Club, with location of 35 Parkhurst Siding Road (Single Hearing)

INFORMATION

- 1) Application
- 2) Public Hearing Notice

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing, and Entertainment for Presque Isle Country Club, with location of 35 Parkhurst Siding Road.

STATE OF MAINE
BUREAU OF ALCOHOLIC BEVERAGES
APPLICATION FOR
SPECIAL PERMIT FOR MUSIC, DANCING AND ENTERTAINMENT

1. Business Name Presque Isle Country Club Phone # 769-7421

Address 35 Parkhurst Siding Rd (PO Box 742) Presque Isle, ME 04769
Street City

2. Describe in detail kind and nature of entertainment:

Restaurant & Lounge for Country Club

3. Describe in detail the room or rooms to be used under this permit:

Restaurant, Banquet Room, Extended Banquet Room & Outside Deck

Dated At Presque Isle, Me On 12-31-20

This permit includes all types of entertainment, dancing is inclusive only if you have a dancing license issued by the State Fire Marshall's Office, Department of Public Safety.

\$20.00 Per Year – Single Dance

\$50.00 Per Year -- Dances

Susan Nickerson
(Signature of Individual)

Make check payable to:

City of Presque Isle

(If partnership, by members)

\$45.00 Public Hearing Fee

Presque Isle Country Club

(Name of Corporation)

THIS APPLICATION MUST BE APPROVED
BY THE MUNICIPAL OFFICERS OR COUNTY
COMMISSIONERS IN THE CASE OF
UNINCORPORATED PLACES

(Place Corporate Seal)

BY _____
(If a Corporation, by a duly authorized officer)

STATE OF MAINE

Aroostook County SS

Dated At Presque Isle, Maine

On _____

The undersigned being Municipal Officers of the City of Presque Isle hereby approve the application in accordance with the provisions of Title 28A, Chapter 43, Licenses for the Sale of Liquor to be consumed on the Licensed Premises, §1054 Special permit for music, dancing or entertainment.



For Office Use Only:

License #:

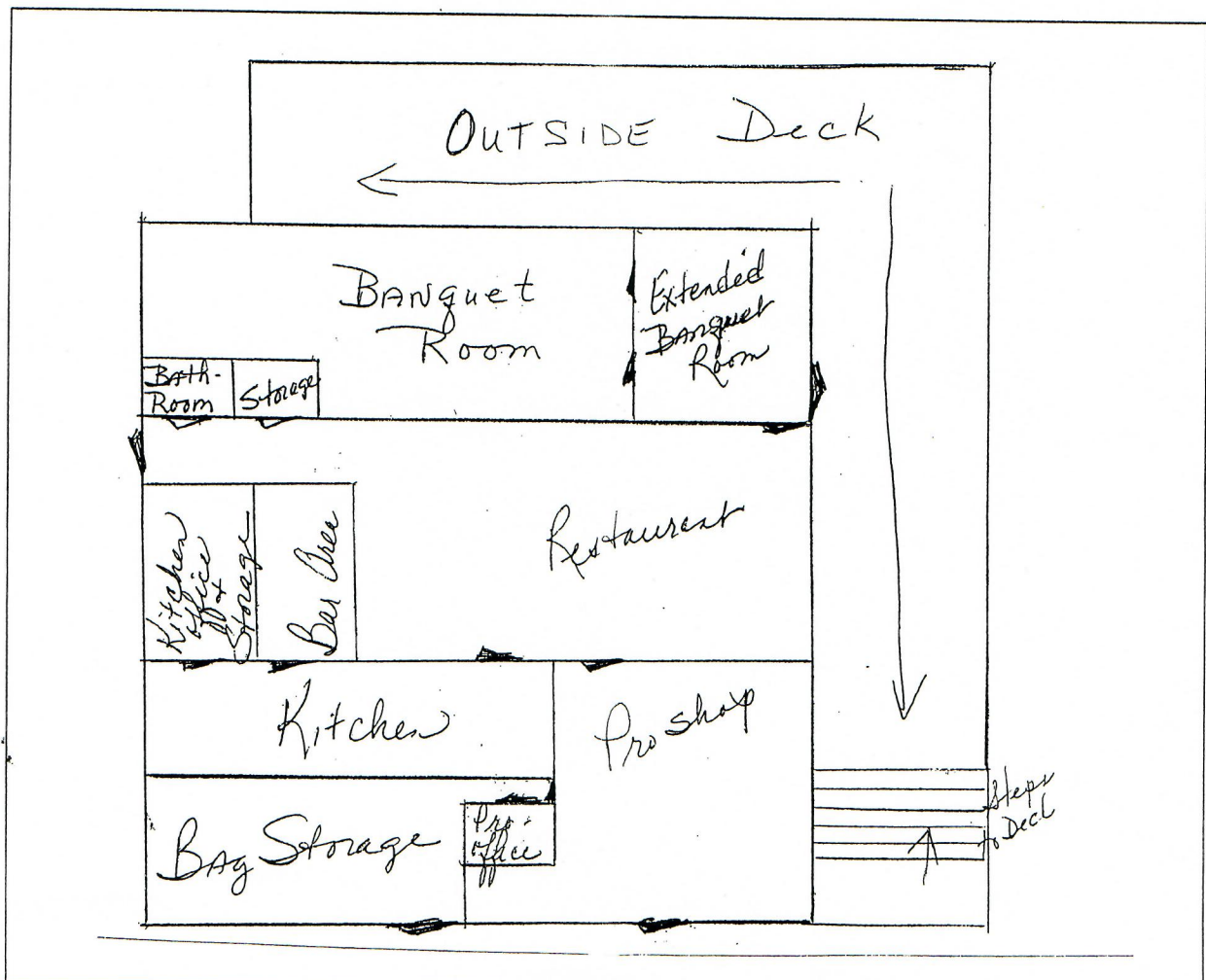
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov

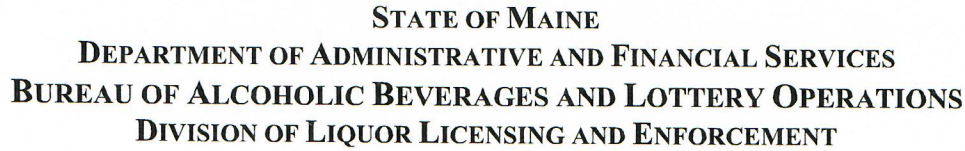


ON PREMISE DIAGRAM (Facility Drawing/ Floor Plan)

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.





All Questions Must Be Answered Completely. Please print legibly.

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

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 04/27/2021

Food: \$ 51,860.00 Beer, Wine or Spirits: \$ 40,340.00 Guest Rooms: _____

☒ Malt Liquor (beer) ☒ Wine ☐ Spirits

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

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input checked="" type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> 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:

67 Hardy St. Presque Isle, ME (Susan Nickerson, Treasurer)

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
Susan Johnston	11/23/2062	Presque Isle, ME
Susan Nickerson	06/16/2045	Fort Fairfield, ME
Residence address on all the above for previous 5 years		
Name Susan Johnston	Address: 9 Judd St. Presque Isle, ME	
Name Susan Nickerson	Address: 67 Hardy St. Presque Isle, ME	
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)

Restaurant/Bar at Presque Isle County Club. Also cater special functions on premises. Auxiliary
license renewal request for snack shack located between Tee #9 and Tee #11 on the Presque Isle Country
Club golf course.

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: School

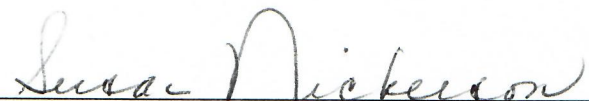
Distance: 4.00

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: 12/27/2020



Signature of Duly Authorized Person

Signature of Duly Authorized Person

Susan Nickerson, Treasurer

Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

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

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

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

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

Signature of Officials	Printed Name and Title

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

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

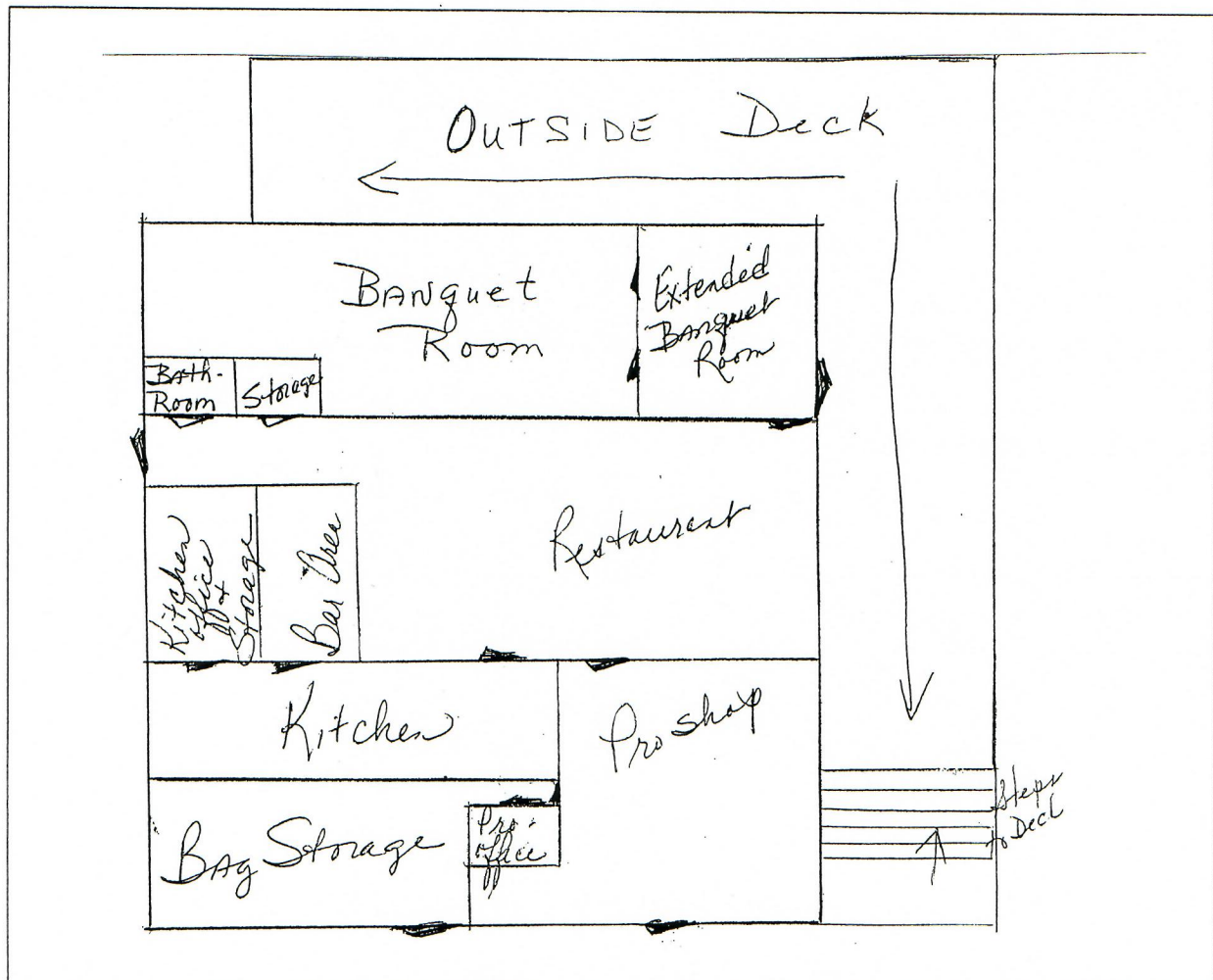
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347 (overnight)
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



ON PREMISE DIAGRAM
(Facility Drawing/ Floor Plan)

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

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



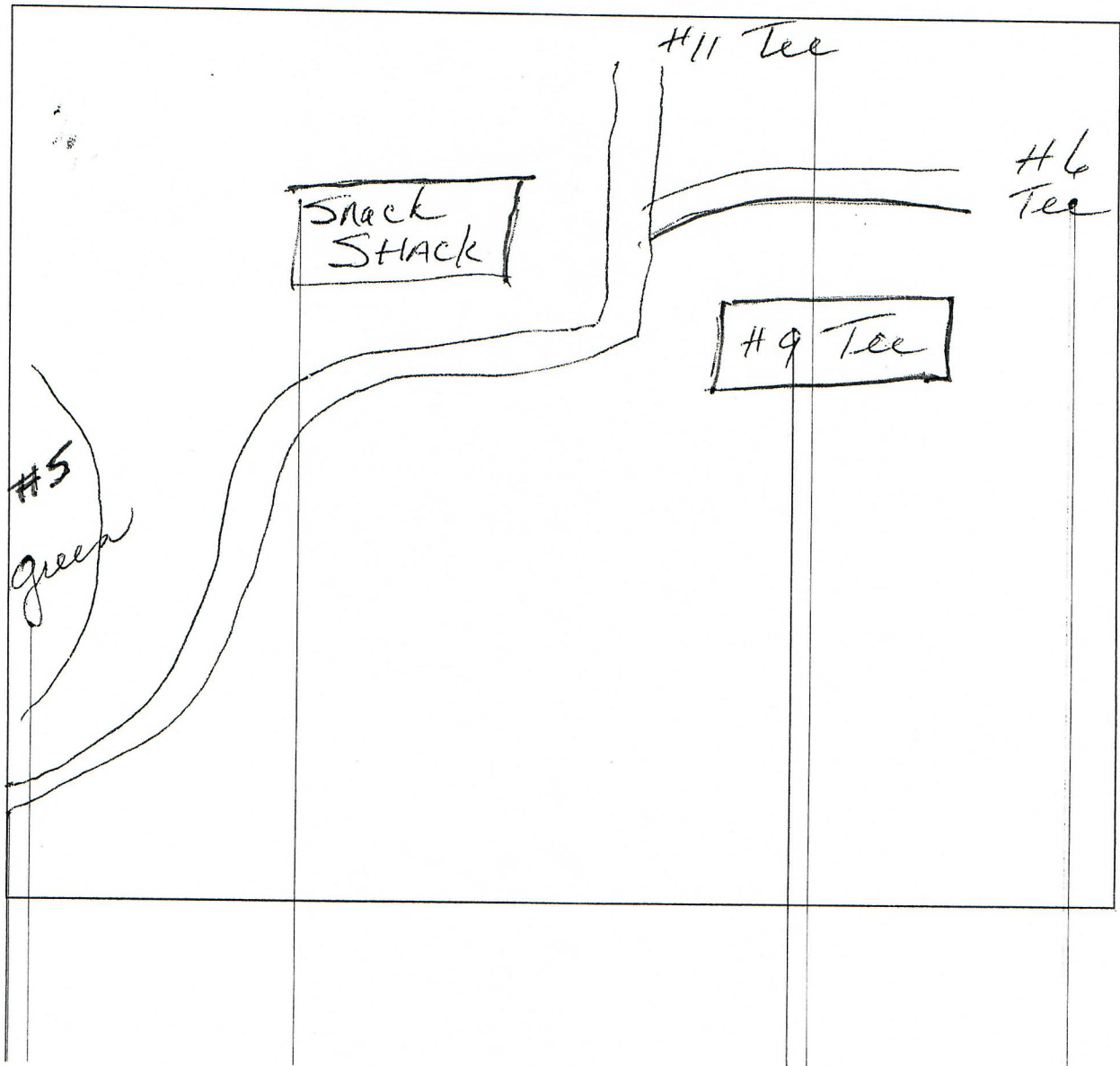
Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008
10 Water Street, Hallowell, ME 04347
Tel: (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

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 of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.



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: PRESQUE ISLE COUNTY CLUB
2. Doing Business As, if any: _____
3. Date of filing with Secretary of State: 03/01/2020 State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

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

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Jonanthan Humphrey	93 Canterbury St. Presque Isle, ME	07/09/2090	President	1.0000
Dillon Kingsbury	49 University St. Presque Isle, ME	05/01/2054	Vice President	1.0000
Tyler St. Pierre	92 Lombard St. Presque Isle, ME	04/09/2090	Secretary	1.0000
Susan Nickerson	67 Hardy St. Presque Isle, ME	06/16/2045	Treasurer	1.0000

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

NOTICE OF PUBLIC HEARING CITY OF PRESQUE ISLE, LEGAL NOTICE

NOTICE IS HEREBY given that the Presque Isle City Council will be hold a **PUBLIC HEARING** on **February 3, 2021** at **6:00 PM** in the City Council Chambers, City Hall at 12 Second Street, to consider a **Liquor License** and **Special Amusement Application** from:

**Presque Isle Country Club
35 Parkhurst Siding Road**

The public may attend the public hearing or submit written comments. You can obtain more information by contacting the City Clerk's Office at City Hall, 12 Second Street, Presque Isle, ME 04769 or call at 760-2720.

ADA ASSISTANCE: Anyone needing special assistance at the public hearing due to a disability should contact the City of Presque Isle's City Clerk at 760-2720 at least two (2) business days prior to the meeting date.

Per City Council
Thomas C. King
City Clerk
January 27, 2021

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 2

SUBJECT

PUBLIC HEARING: Approval of a Malt, Spirituous and Vinous Liquor and Special Permit for Music, Dancing, and Entertainment for Pie Nana, Inc. d/b/a Irish Setter Pub, with a location of 710 Main Street (Single Hearing)

INFORMATION

- 1) Application
- 2) Public Hearing Notice

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing, and Entertainment for Pie Nana, Inc. d/b/a Irish Setter Pub, with a location of 710 Main Street.

STATE OF MAINE
BUREAU OF ALCOHOLIC BEVERAGES
APPLICATION FOR
SPECIAL PERMIT FOR MUSIC, DANCING AND ENTERTAINMENT

1. Business Name Pic Nana, Inc Irish Setter Pub Phone # 764-5400
Address 710 main Presque Isle
Street City

2. Describe in detail kind and nature of entertainment:

music - 2-3 people

3. Describe in detail the room or rooms to be used under this permit:

Dining Room

Dated At _____ On Jan 8, 2021

This permit includes all types of entertainment, dancing is inclusive only if you have a dancing license issued by the State Fire Marshall's Office, Department of Public Safety.

\$20.00 Per Year – Single Dance

\$50.00 Per Year -- Dances

Deborah A. Gierke
(Signature of Individual)

Make check payable to:

City of Presque Isle

(If partnership, by members)

\$50.00 Public Hearing Fee

Pic Nana Inc
(Name of Corporation)

THIS APPLICATION MUST BE APPROVED
BY THE MUNICIPAL OFFICERS OR COUNTY
COMMISSIONERS IN THE CASE OF
UNINCORPORATED PLACES

(Place Corporate Seal)

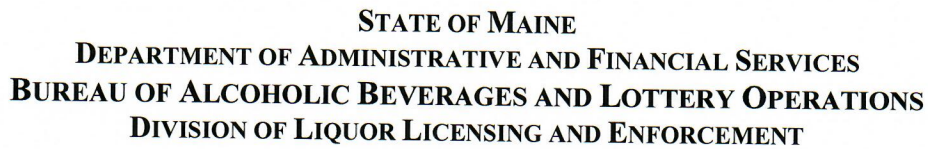
BY Deborah A. Gierke
(If a Corporation, by a duly authorized officer)

STATE OF MAINE

Aroostook County SS

Dated At _____, Maine On _____

The undersigned being Municipal Officers of the City of Presque Isle hereby approve the application in accordance with the provisions of Title 28A, Chapter 43, Licenses for the Sale of Liquor to be consumed on the Licensed Premises, §1054 Special permit for music, dancing or entertainment.



All Questions Must Be Answered Completely. Please print legibly.

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

Legal Business Entity Applicant Name (corporation, LLC): PIE NANA, INC.	Business Name (D/B/A): IRISH SETTER PUB
Individual or Sole Proprietor Applicant Name(s):	Physical Location: 710 MAIN ST., PRESQUE ISLE, MAINE 04769
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different:
Mailing address, if different from DBA address:	Email Address: pie.nana@hotmail.com
Telephone # Fax #: 207-764-5400 207-764-5411	Business Telephone # Fax #: 207-764-5400 207-764-5411
Federal Tax Identification Number: 26-1874027	Maine Seller Certificate # or Sales Tax #: 1132053
Retail Beverage Alcohol Dealers Permit:	Website address: www.irishsetterpub.com

1. New license or renewal of existing license? ☐ New Expected Start date: 03/04/2021
☒ Renewal Expiration Date: 03/03/2021
2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
Food: \$ 861,249.41 Beer, Wine or Spirits: \$ 251,050.01 Guest Rooms: _____
3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

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

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> 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:

710 Main St., Presque Isle, Maine

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
Deborah A. (Marquis) Gustin	03/10/1953	Gardiner, Maine
Residence address on all the above for previous 5 years		
Name	Address:	
Deborah A. Gustin	179 Presque Isle Rd., Fort Fairfield, Maine	
Name	Address:	
Name	Address:	
Name	Address:	

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

☐ Yes ☒ No

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

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

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

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)

One story building with dining room and bar in main area. Patio for seasonal use. Two bathrooms for guests off main area. Kitchen with cooking equipment, refrigeration equipment and food preparation equipment. Server area, office, dry storage, employee bathroom, mechanical room, beer storage room. Sprinkler/storage room accessed from outside. Built in walk-in cooler. Walk-in cooler and freezer out.

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: Zippel School

Distance: 1.00

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: 01/08/2021

Deborah A. Gustin
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Deborah A. Gustin
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

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

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

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

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

Signature of Officials	Printed Name and Title

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

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.

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

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

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

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

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

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

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

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

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

E. A violation of any provision of this Title;

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

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

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

A. Repealed

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

4. Repealed

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

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

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

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

Section V: Fee Schedule

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

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

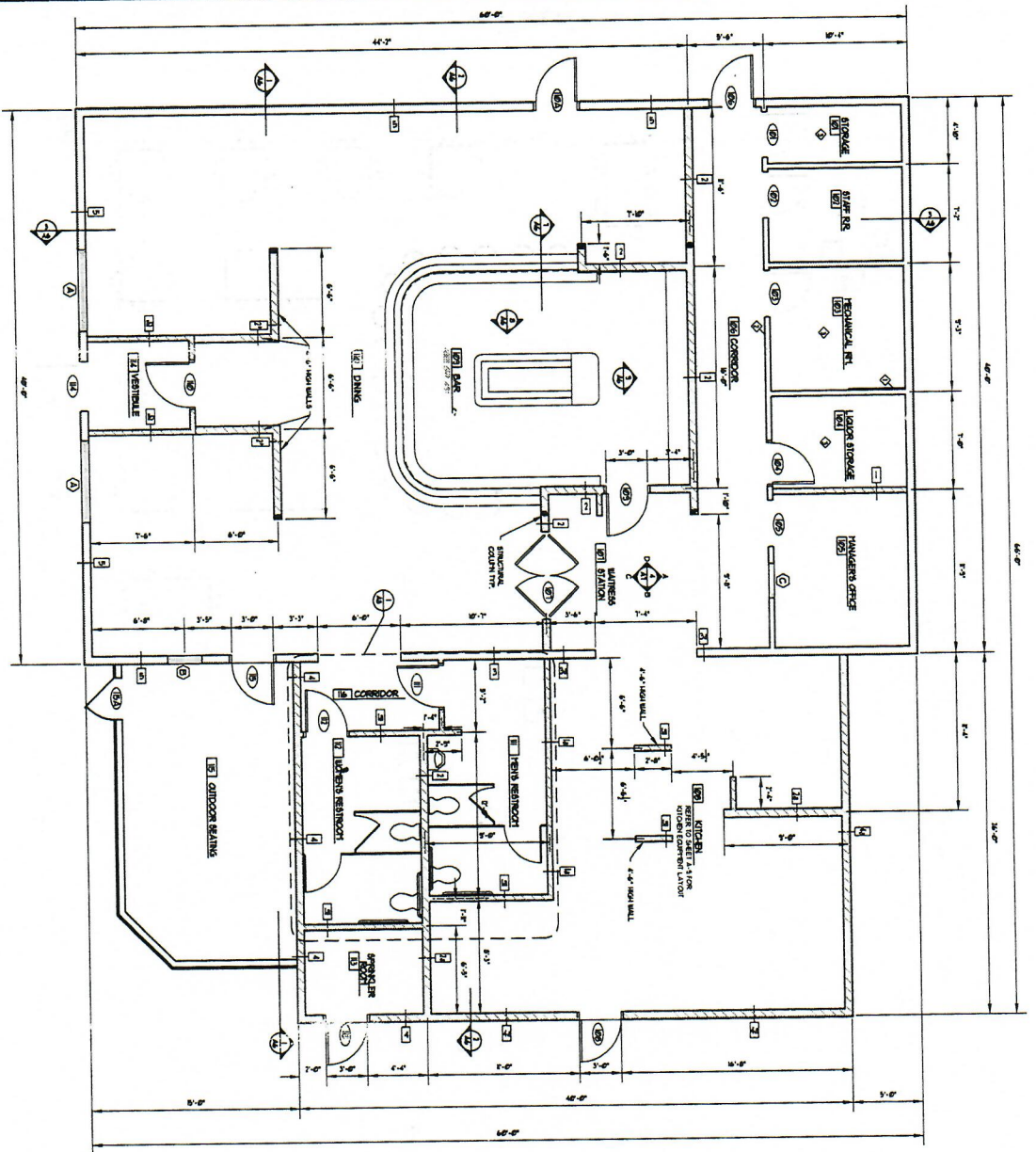
Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis 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

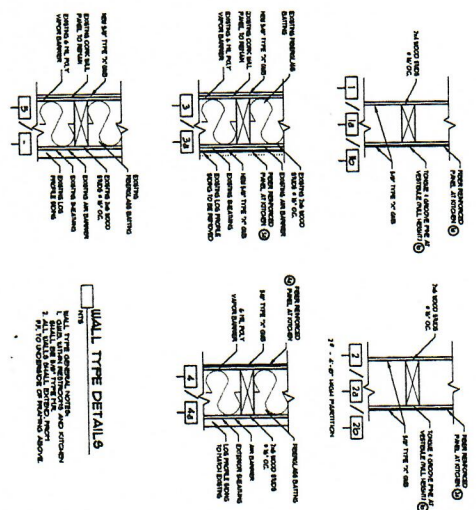
In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

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.

Following Page



PROPOSED FLOOR PLAN



WALL TYPE DETAILS

LEGEND

- 1. RECEPTION OFFICE
- 2. WAITING AREA
- 3. KITCHEN
- 4. DINING AREA
- 5. RESTROOMS
- 6. OUTDOOR SEATING
- 7. ENTRY
- 8. LOBBY
- 9. OFFICE
- 10. STORAGE

KEYED NOTES

- 1. WALL TYPE 1: A single layer of brick with a 1/2 inch air space.
- 2. WALL TYPE 2: A double layer of brick with a 1/2 inch air space.
- 3. WALL TYPE 3: A double layer of brick with a 1/2 inch air space and a 1/2 inch air space.
- 4. WALL TYPE 4: A double layer of brick with a 1/2 inch air space and a 1/2 inch air space.
- 5. WALL TYPE 5: A double layer of brick with a 1/2 inch air space and a 1/2 inch air space.

GENERAL NOTES



BRSA
B. R. Smith Associates, Inc.
Surveying & Engineering
7701 West 11th Street, Suite 100
Tulsa, Oklahoma 74117

NOTED FOR CONSTRUCTION

JERRY TANNER
400 S. HURON STREET, SUITE 100
TULSA, OKLAHOMA 74106

PROPOSED FLOOR PLAN

NO.	DATE	DESCRIPTION
1	10/1/00	PRELIMINARY
2	10/1/00	REVISION
3	10/1/00	REVISION
4	10/1/00	REVISION
5	10/1/00	REVISION
6	10/1/00	REVISION
7	10/1/00	REVISION
8	10/1/00	REVISION
9	10/1/00	REVISION
10	10/1/00	REVISION

A-2

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: Pie Nana, Inc.
2. Doing Business As, if any: Irish Setter Pub
3. Date of filing with Secretary of State: 02/24/2008 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
Deborah A. Gustin	179 Presque Isle Rd.	03/10/1953	President	100.0000
	Fort Fairfield, Maine			

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

NOTICE OF PUBLIC HEARING

CITY OF PRESQUE ISLE, LEGAL NOTICE

NOTICE IS HEREBY given that the Presque Isle City Council will be hold a **PUBLIC HEARING** on **February 3, 2021** at **6:00 PM** in the City Council Chambers, City Hall at 12 Second Street, to consider a **Liquor License** and **Special Amusement Application** from:

Pie Nana, Incorporated, D.B.A Irish Setter Pub
710 Main Street, Presque Isle

The public may attend the public hearing or submit written comments. You can obtain more information by contacting the City Clerk's Office at City Hall, 12 Second Street, Presque Isle, ME 04769 or call at 760-2720.

ADA ASSISTANCE: Anyone needing special assistance at the public hearing due to a disability should contact the City of Presque Isle's City Clerk at 760-2720 at least two (2) business days prior to the meeting date.

Per City Council
Thomas C. King
City Clerk

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 3

SUBJECT

PUBLIC HEARING: Approval of a Malt, Spirituous and Vinous Liquor License for Mainely Mexican LLC d/b/a Mainely Mexican, with a location of 6 State Road (Single Hearing)

INFORMATION

- 1) Application
- 2) Public Hearing Notice

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve a Malt, Spirituous and Vinous Liquor License for Mainely Mexican LLC d/b/a Mainely Mexican, with a location of 6 State Road.



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

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

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

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

Legal Business Entity Applicant Name (corporation, LLC): <u>Mainely Mexican LLC</u>	Business Name (D/B/A): <u>Mainely Mexican</u>
Individual or Sole Proprietor Applicant Name(s): <u>Jay Edgecomb</u>	Physical Location: <u>6 State Rd Presque Isle ME</u>
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: <u>04769</u>
Mailing address, if different from DBA address: <u>24 Fisher St Port Fairfield ME 04742</u>	Email Address: <u>jayedcomb24@gmail.com</u>
Telephone # Fax #: <u>207 227 0649</u>	Business Telephone # Fax #: <u>207 760 7520</u>
Federal Tax Identification Number: <u>82-1787062</u>	Maine Seller Certificate # or Sales Tax #: <u>1187534</u>
Retail Beverage Alcohol Dealers Permit: <u>CAR 2018-10 733</u>	Website address:

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 2/18/2021
2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
Food: 130,834.10 Beer, Wine or Spirits: 37,218.56 Guest Rooms: —
3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)
☒ Malt Liquor (beer) ☒ Wine ☒ Spirits

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

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

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

5. Business records are located at the following address:

6 State Rd Presque Isle ME 04769

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
Jay Edgecomb	1/18/67	West Stewartstown New Hampshire

Residence address on all the above for previous 5 years	
Name	Address:
Jay Edgecomb	24 Fisher St Fort Fairfield ME 04742
Name	Address:
Name	Address:
Name	Address:

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

☐ Yes ☒ No

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

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

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

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

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

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)

74 Seat Restaurant + Bar

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: ACAP

Distance: 1/2 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: 1/22/21

Jay Edgecomb
Signature of Duly Authorized Person

Signature of Duly Authorized Person

JAY Edgecomb
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

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

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

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

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Section V: Fee Schedule

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

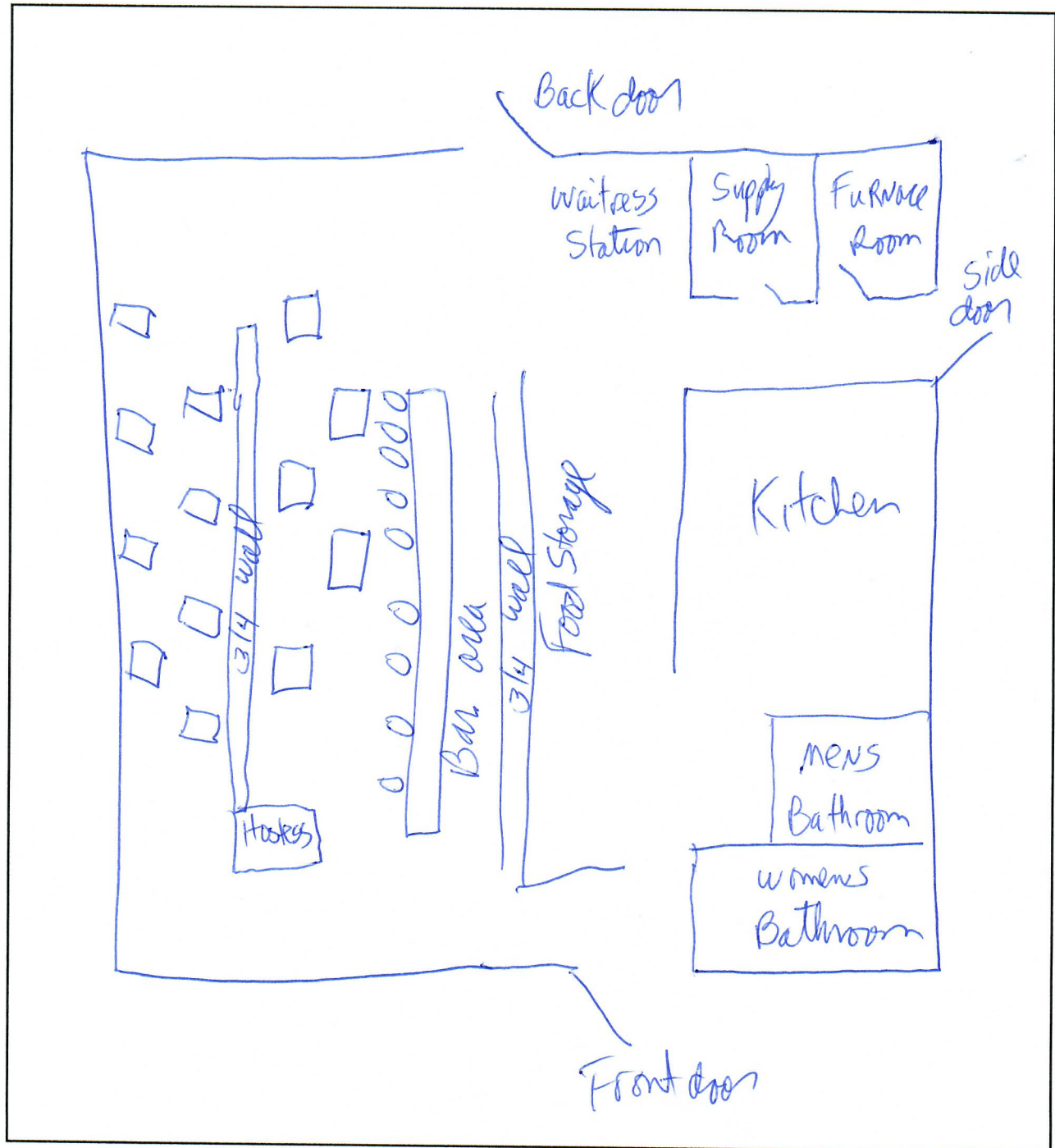
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together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

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

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: Mandy Mexican LLC
2. Doing Business As, if any: _____
3. Date of filing with Secretary of State: 6/1/17 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
JAY Edgcomb	24 FISHER ST Fort Fairfield ME 04742	1/18/67	owner	100 %

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

NOTICE OF PUBLIC HEARING CITY OF PRESQUE ISLE, LEGAL NOTICE

NOTICE IS HEREBY given that the Presque Isle City Council will be hold a PUBLIC HEARING on February 3, 2021 at 6:00 PM in the City Council Chambers, City Hall at 12 Second Street, to consider a Liquor License from:

Mainely Mexican, LLC
6 State Road, Presque Isle

The public may attend the public hearing or submit written comments. You can obtain more information by contacting the City Clerk's Office at City Hall, 12 Second Street, Presque Isle, ME 04769 or call at 760-2720.

ADA ASSISTANCE: Anyone needing special assistance at the public hearing due to a disability should contact the City of Presque Isle's City Clerk at 760-2720 at least two (2) business days prior to the meeting date.

Per City Council
Thomas C. King
City Clerk
January 27, 2021

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 4

SUBJECT

CONSENT AGENDA: 2021 Minutes

INFORMATION

1) January 6, 2021 Minutes

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve minutes from January 6th, 2021.



Presque Isle City Council Meeting

January 6, 2021

5:00 PM

Presque Isle City Council Chambers

Call to Order – Roll Call

Present: Chairman K. Freeman, Deputy Chairman M. Chasse, Councilors J. Shaw, R. Smith, and J. Willette.

Absent: Councilors D. Cyr (arrived at 5:08 P.M) and C. Green (arrived at 5:09 P.M.)

City Manager Martin Puckett and City Clerk Thomas King were also present.

Pledge of Allegiance

Chairman K. Freeman called the meeting to order at 5:03 PM and led those present in the Pledge of Allegiance.

1. Administer Oath of Office to newly re-elected City Councilor Kevin Freeman.

City Clerk Thomas King administered the Oath of Office to Councilor Freeman.

2. Election of City Council Chair for 2021

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor R. Smith to elect Councilor K. Freeman as Chairman of the 2021 Presque Isle City Council.

Vote: 4 - 0 - 1

Councilor Freeman abstained

3. Election of City Council Deputy Chair for 2021.

BE IT RESOLVED by Councilor R. Smith, seconded by Councilor J. Willette to elect Councilor M. Chasse as Deputy Chairman.

Councilor Chasse declined the nomination.

BE IT RESOLVED by Councilor M. Chasse, seconded by Chairman K. Freeman to elect Councilor J. Shaw as Deputy Chairman.

Vote: 4 - 0 - 1

Councilor Shaw abstained

Organization

4. 2021 Appointment of Municipal Officials
 - a. City, Boards & Committee Appointments
 - b. City Council Appointments to Boards & Committees

BE IT RESOLVED by Councilor M. Chasse, seconded by Deputy Chairman J. Shaw to approve the appointments and reappointments as presented in the following list for the City, Board, and Committee appointments.

Vote: 6 - 0

CITY ATTORNEY

RICHARD CURRIER as the City Attorney per Article 4.10 of the City Charter.

CITY CLERK

THOMAS C KING as the City Clerk per Article 4.10 of the City Charter.

CODE ENFORCEMENT OFFICER

GEORGE HOWE as the Code Enforcement Officer, Building Inspector, Housing Inspector, Electrical Inspector, Local Health Officer (term expires 12/31/23) and Plumbing Inspector.

AIRPORT ADVISORY BOARD

Larry Clark and **James Quinn** (terms expire 12/31/24) to the Airport Advisory Board.

AUDIT COMMITTEE

TBD for a one-year term on the Audit Committee, term to expire on 12/31/21.

BOARD OF ASSESSMENT REVIEW

Frank Bemis and **Michael McPherson** (terms expire 12/31/23) and **Gregory Roderick**

(term expires 12/31/21) as an alternate.

LIBRARY BOARD OF TRUSTEES

Cindy Thibodeau (terms expires 12/31/23) to the Library Board of Trustees.

PLANNING BOARD

Bruce Roope and **Sean Nordenhold** (term expires 12/31/2024) to the Planning Board.

PRESQUE ISLE DEVELOPMENT FUND BOARD OF TRUSTEES

Sarah Gardiner and **Mike MacPherson** (term expire 12/31/23) to the Presque Isle Development Fund Board of Trustees.

PRESQUE ISLE DOWNTOWN REVITALIZATION COMMITTEE

Floyd Rockholt and appoint **Deborah Roark** (terms expire 12/31/24) to the Presque Isle Downtown Revitalization Committee.

RECREATION & PARKS ADVISORY COMMITTEE

AJ Cloukey and appoint **Sidney Tawfall** (terms expire 12/31/24) to the Recreation & Parks Advisory Committee.

PRESQUE ISLE UTILITIES DISTRICT

Rick Nadeau and **Brian Sipe** (terms expire 12/31/24) to the Presque Isle Utilities District.

ZONING BOARD OF APPEALS

Carl Allen (terms expire 12/31/23) to the Zoning Board of Appeals.

City Clerk T. King administered Oath of Office to newly re-elected Councilor Craig Green.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor R. Smith to approve the Council Appointments as follows:

AROOSTOOK WASTE SOLUTIONS

Dana Fowler and Chairman K. Freeman (terms expire 12/31/21) to the Aroostook Waste Solutions Board.

AUDIT COMMITTEE

Chairman K. Freeman and Deputy Chairman J. Shaw for a one-year term on the Audit Committee, term to expire on 12/31/21.

FINANCE COMMITTEE

Councilor C. Green and Councilor R. Smith for a one-year term on the Finance Committee, term to expire on 12/31/21.

PRESQUE ISLE DEVELOPMENT FUND BOARD OF TRUSTEES

Councilor J. Willette and Councilor K. Freeman for a one-year term on the Presque Isle Development Fund Board of Trustees, term to expire on 12/31/21.

PRESQUE ISLE INDUSTRIAL COUNCIL BOARD OF DIRECTORS

Councilor K. Freeman for a three-year term on the Presque Isle Industrial Council Board of Directors, term to expire on 12/31/23 or remainder of Council term, whichever is shorter.

Vote: 7 - 0

5. Set City Council meeting times and places for 2021

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor R. Smith that the regular City Council meetings be held on the first Wednesday of each month at 6:00 PM in the Council Chambers, City Hall, 12 Second Street, Presque Isle, Maine.

In instances when the first Wednesday is a recognized holiday, or in cases of severe weather when offices are closed, the regular meeting shall be held on the following

Wednesday at 6:00 PM. At regular meetings the City Council shall decide if it wants to call a special meeting at a date and time determined by the City Council.

Vote: 7 – 0

Recess

Chairman K. Freeman called for a recess of the City Council Meeting at 5:18 PM in order to hold the Presque Isle Industrial Council Annual Membership Meeting.

The meeting was called back to order at 5:50 PM by Chairman K. Freeman.

Public Hearing

6. Ordinances due to “Sunset Provision”

Chairman K. Freeman opened the Public Hearing at 5:52 PM.

There were no citizen comments.

Chairman K. Freeman closed the Public Hearing at 5: 52 PM.

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor R. Smith to approve the ordinances listed (below) and changes to Chapter 5 – Traffic Regulations Ordinance as presented.

Vote: 7 – 0

- Chapter 3 Council Procedure
- Chapter 5 Traffic Regulations
- Chapter 9 License & Public Hearing Fees
- Chapter 18 Fire Prevention code Ordinance
- Chapter 23 Pawnbroker's Ordinance
- Chapter 24 Sidewalk Snow Removal
- Chapter 35 Curb Cut
- Chapter 36 Domesticated Animal
- Chapter 38 Floodplain
- Chapter 40 Conduct on Public Parks
- Chapter 41 Bike Walkers Path
- Chapter 41A Special Amusement
- Chapter 46 Addressing Ordinance

- Chapter 47 Restricting Vehicle Weight
- Chapter 49 Administration of Government
- Chapter 50 Advisory Board
- Chapter 55 Pet Welfare
- Chapter 56 Changeable Signs
- Chapter 62 Consumer Fireworks Ordinance

7. A hearing to condemn a dangerous building pursuant to M.R.S.A. Title 17 § 2851 owned by: Roger Pelkey & Robin (Pelkey) Legassie – 9 Allen Street

Chairman K. Freeman opened the hearing at 5:56 PM.

City Manager Puckett provided background and reminded Council that this item had originally been discussed on June 3, 2020, but due to the Pelkey's uncertainties of how to attend that meeting due to COVID precautions and the online – Zoom format, the Court requested the matter be re-examined by Presque Isle City Council.

Code Enforcement Officer George Howe reported that the building was originally condemned in August, 2019; that the Pelkey's acquired no building permits to work on said property; CEO Howe had seen no change or remediations to the situation at the building; and that there had been no response from the Pelkey's to follow-up requests.

Mr. Pelkey addressed the Council. He spoke of issues with another property, not part of this hearing. He claimed he did not need permits from the City to perform repair work to the building, and that his attorney had advised him of such as well. Mr. Pelkey indicated he had spoken with the Maine Fire Marshal's Office and they had inspected the property and had no issues with it. Mr. Pelkey indicated that he doesn't believe the property is in the condition described by CEO Howe and should not be condemned. Mr. Pelkey provided the Council with a binder of photographs he took to counter claims by CEO Howe. Mr. Pelkey was not willing to have the property re-inspected by CEO Howe but ultimately agreed to allow CEO Howe to inspect if other members of the Council or City Hall were present as well.

Randall Cole accompanied Mr. Pelkey to the podium, stating he felt partly responsible for the situation as he recommended the attorney Mr. Pelkey retained to represent him in this matter.

Councilor Green volunteered to be a part of the viewing of Mr. Pelkey's property.

The hearing was closed at 6:36 PM.

BE IT RESOLVED by Councilor M. Chasse, seconded by Deputy Chairman J. Shaw to Table this matter until a City Employee or Councilor and CEO G. Howe could again inspect the building and take current photographs of any deficiencies.

Vote: 7 - 0

Citizen Comments

Ethan Hill of Presque Isle spoke on behalf of Presque Isle Youth Hockey and the desire of the group to keep the Forum open for youth hockey programs. Mr. Hill was advised that the Council would be discussing the Rec and Parks Department later in the meeting and would welcome more comments from him at that time.

Consent Agenda

8. 2020 Minutes

December 2, 2020 Minutes

BE IT RESOLVED by Chairman K. Freeman, seconded by Deputy Chairman J. Shaw to approve the minutes from December 2, 2020.

Vote: 7 - 0

9. 2020 Warrants #47 - #50, totaling \$3,903,806.67

- a. Warrant # 47 - \$169,355.39
- b. Warrant # 48 - \$754,471.01
- c. Warrant # 49 - \$2,226,570.45
- d. Warrant # 50 - \$753,409.82

10. Approve Solid Waste Hauler Licenses

- a. Gil's Sanitation, Inc.
- b. McNeal's Trucking
- c. Pine Tree Waste, Inc.
- d. Star City Sanitation, Inc.

11. Approve Policy on Treasurer's Disbursement Warrants for Employee Wages and Benefits.

12. Approve Municipal Officers' Policy on Disbursement of Municipal Education Costs

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to approve Consent Agenda items #9 through #12 as presented.

Vote: 7 - 0

13. Ex-Officio Appointments to Boards and Committees

AIRPORT ADVISORY BOARD

BE IT RESOLVED by Councilor C. Green, seconded by Deputy Chairman J. Shaw to appoint **MARTIN PUCKETT, TOM POWERS** and **SCOTT WARDWELL** as Ex-Officio non-voting members for a one-year term to the Airport Advisory Board, term to expire on December 31, 2021.

LIBRARY COMMITTEE

Furthermore, BE IT RESOLVED to appoint **SONJA EYLER** and **BRADLEY TURNER** as Ex-Officio non-voting members for a one-year term to the Library Committee, term to expire on December 31, 2021.

PRESQUE ISLE DEVELOPMENT FUND BOARD OF TRUSTEES

Furthermore, BE IT RESOLVED to appoint **MARTIN PUCKETT** as an Ex-Officio non-voting member for a one-year term to the Presque Isle Development Fund Board of Trustees, term to expire on December 31, 2021.

PRESQUE ISLE INDUSTRIAL COUNCIL BOARD OF DIRECTORS

Furthermore, BE IT RESOLVED to nominate **GALEN WEIBLEY** as an Ex-Officio non-voting member for a one-year term to the Presque Isle Industrial Council Board of Directors, term to expire on December 31, 2021.

Vote: 7 - 0

14. Approve Drug Forfeiture

BE IT RESOLVED by Councilor M. Chasse, seconded by Councilor R. Smith to authorize Chairman K. Freeman to sign the Approval of Transfer.

Vote: 7 - 0

Old Business

15. City Hall Update

Assessor Lewis Cousins and Councilor M. Chasse presented the Council with updates on the City Hall project. Assessor Cousins also gave a PowerPoint type presentation showing the most recent and likely final draft of the plans for City Hall renovations.

New Business

16. Recreation Update

Recreation and Parks Director G. Cronin addressed the Council regarding Recreation programming in light of the COVID-19 situation. Essentially Rec and Parks is following the Community Sports Guidelines: When the County and the Schools are in a Green model, indoor programming is allowed with established protocols and precautions. If either the County or the School enter a Red model, indoor programming is closed.

Dave Cowley and Ethan Hill from Presque Isle Youth Hockey addressed the Council to express their desire for the City and Rec and Parks to keep the Forum open for the Hockey Program. They explained their COVID policies and procedures and expressed the safety of the program in regards to the pandemic.

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor M. Chasse to support Recreation and Parks Director G. Cronin to keep recreation facilities open as long as MSAD#1 is in any COVID model other than Red, and acknowledging that if the County is moved to Yellow/Orange/Red community sports will follow the guidelines set forth by the State of Maine (from distance skills and drills to full closure of programs).

Vote: 5 - 2

Councilors J. Shaw and J. Willette against

Manager's Report

1. There is an opening on the Audit Committee. Anyone interested, please contact City Hall.
2. Goal Setting: Need to set some days to determine if the priority is the same or if changes are needed.
3. The City was awarded a second place trophy for Holiday decorating. Special thanks to Kim Smith and Galen Weibley.

Announcements

The next meeting of the Presque Isle City Council will be held in Council Chambers on February 3, 2021 at 6:00 PM.

Executive Session

BE IT RESOLVED by Councilor C. Green, seconded by Deputy Chairman J. Shaw to adjourn the regular meeting before moving into Executive Session at 8:02 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 7 - 0

Council exited Executive Session at 8:30 PM.

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor R. Smith to approve document 1.6.21.

Vote: 7 - 0

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor C. Green to enter into Executive Session at 8:34 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

Vote: 7 - 0

Councilors exited Executive Session at 9:35 PM with no action taken.

BE IT RESOLVED by Chairman K. Freeman, seconded by Councilor J. Willette to enter into Executive Session at 9:36 PM pursuant to 36 M.R.S.A. § 841(2) to discuss an Abatement.

Vote: 5 - 0

Councilors exited Executive Session at 9:42 PM.

BE IT RESOLVED by Councilor C. Green, seconded by Councilor J. Willette to deny the Abatement.

Vote: 4 - 0 - 1

Chairman K. Freeman abstained

Adjournment

BE IT RESOLVED by Chairman K. Freeman, seconded by Deputy Chairman J. Shaw to adjourn the meeting at 9:42 PM.

Vote 5 - 0

Attested by: _____
Thomas C. King, City Clerk

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 5

SUBJECT

CONSENT AGENDA: 2020 Warrants #51 - #52 and
2021 Warrants #1 - #3, totaling
\$ 1,836,600.35

INFORMATION

1) Warrant #51	\$ 786,148.08
2) Warrant #52	\$ 173,488.07
3) Warrant #1	\$ 131,676.88
4) Warrant #2	\$ 570,631.92
5) Warrant #3	\$ 174,655.40

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____
_____ to approve 2020 Warrants #51 - #52 and 2021 Warrants
#1 - #3, totaling \$ 1,836,600.35.

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 6

SUBJECT

CONSENT AGENDA: Approve List of Election Workers

INFORMATION

1) List of Election Workers

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve the list of Election workers for 2021.

Democrat Workers 2019					
Name	Adress	Home Phone	Cell Phone	Notes	Appointed
Asam, Margaret	68 Dudley Street	762-0782			
Bowdin, Gary	Lombard Street	551-0088		AM or PM	
Brewer, Jerome	16 Haines Street	764-1543		AM	
Brown, James	131 Dudley Street	554-7081			
Budington, Bernadette		760-7502			
Chasse, Rhonda	330 State Street	551-8592		AM or PM	
Christnot, Amelia	11 Cook Street	551-8020			
Dalton, Dennis		760-7074			
Doughty, Carl	96 Fleetwood Street	769-3451		AM or PM	
Dyer, Charlotte	15 Jordan Street	762-4621		AM or PM	
Gardner, Myrna	197 Main Street, Apt 2	764-0290		AM or PM	
Gerow, Ward	56 Dyer Street	764-0113			
Hall, Brenda	7 Skyview Drive	551-4086			
Hall, Calvin	7 Skyview Drive	551-4086			
Harding, Mary	5 Barton Street	768-9044			
Michaud, Carol	289 Caribou Road	764-1901			
Michaud, Nicole	18 James Road	769-2552			
Morrison, Michele	43 Lombard Street	764-5466			
Paln, Greg	9 Coburn Avenue		227-0868		
Reese, Melanie	20 Dennett Hill Road	603-331-1714			
Sipe, Elaine	49 Third Street	762-8011	227-3686		
Snow, Janet	56 Dyer Street	764-0113			
Watson, Carolyn		764-4942			
Winslow, Dale	6 Winchester Street	768-0866			
Woods, Cecile		764-3849			
9/29/2020					

Republican Workers 2019					
Name	Address	Home Phone	Cell Phone	Notes	Appointed
Atchison, Kenneth	54 Fleetwood Street		227-0955		
Bernard, Helene	61 Canterbury Street	769-4501			
Bouchard, Marilyn	50 Park Street	764-0743			
Delong, Katherine	323 Washburn Road	496-7731		AM or PM	
Duncan, Sydney		949-5123	227-3667		
Johnston, Susan	9 Judd Street		227-4741		
Keirstead, Lori	208 Caribou Road	769-1101	227-0650		
Madore, Sharon	92 Lombard Street	540-1440			
Maynard, Kathy	82 Lombard Street	764-1205		AM or PM	
Michaud, Elizabeth "Beth"	139 Parkhurst Siding Road	764-7010	551-4470	Can be reached at Paul Underwood Can work after 5:00 PM	
Murchison, Linda	27 Delmont Street	592-7984			
Roix, Sharon	14D Strawberry Banks	762-7431			
Roy, Robert	322 Washburn Road, Lot 25	764-0906	540-8097	AM or PM	
9/29/2020					

Unenrolled Workers 2019						
Name	Adress	Home Phone	Cell Phone	Notes	Appointed	
Bergewron, Racquel		719-749-8422				
Furtek, Henry	88 Pine Street	551-6705		AM or PM		
Michaud, Gordon	7 Chapman Street, Apt 4		227-7044			
Palm, Robert	68 Hillside Street	764-0869				
Washington, Nancy			227-5223			
9/29/2020						

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 7

SUBJECT

CONSENT AGENDA: Approve Appointments

INFORMATION

1) List of Appointments

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve appointments as presented.

CITY APPOINTMENTS

CITY CLERK

KIMBERLY FINNEMORE as the City Clerk per Article 4.10 of the City Charter effective February 5, 2021.

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 8

SUBJECT

OLD BUSINESS: TABLED: Dangerous Buildings – 9 Allen Street

INFORMATION

- 1) Memo from George Howe, dated December 21, 2020
- 2) Condemned Properties Narrative
- 3) Timeline & Complaints
- 4) Letter from State Fire Marshall
- 5) Pictures
- 6) State Statutes

REQUESTED ACTION

Please see attached motion.



City of Presque Isle, Maine

From the desk of:

George Howe

Email: ghowe@presqueisleme.us

MEMORANDUM

TO:	Honorable City Council
CC:	Martin Puckett, City Manager; Galen Weibley, Director of Economic & Community Development Tom King, City Clerk Chelsea Stratton, Executive Assistant
DATE:	December 21, 2020
RE:	Recommendations on Dangerous Building(s)

Based upon the evidence presented and the testimony of the Code Enforcement Officer concerning the condition(s) of the premise(s) owned by **Roger Pelkey & Robin LeGassie** located at 9 Allen Street, I hereby by move:

- That the Council adjudge these properties to be a nuisance and dangerous to life or property;
- That the Council make and record an Order stating that the owner shall, within (30) days of service of this Order, abate all conditions creating a nuisance or dangerous condition to the satisfaction of the Code Enforcement Officer;
- That should the owner fail to comply with the specified time, the owner shall be assessed a civil penalty of \$100.00 per day and the City Council further directs the City Manager to cause the structure(s) to be demolished and removed. The cost of such demolition and removal shall be charged against the real estate upon which the structure sets and shall constitute a lien on such real estate.

Motion made by: _____ Seconded by: _____

CONDEMNED PROPERTIES

November 17, 2020

1. **9 Allen Street** – *Owned by Roger Pelkey & Robin (Pelkey) Legassie*. Condemned on August 29, 2019, due to the following: Part of the structure is structurally unsafe and has numerous electrical and heating issues. Apartments have been vacated by tenants and electrical has been disconnected from the apartments. There is still electrical feeding the store and the plumbing has not been disconnected from the building as it is also hooked-up to the stove.

There is no mortgage on property and the 2019 taxes are paid.

Time Line – Roger Pelkey – 9 Allen Street

1. May 6, 2019 – Rec'd complaint - Property Maintenance
2. May 13, 2019 – Sent violation letter.
3. May 13, 2019 – Placard – “Stop Work Order” – No permits & construction of 5th apt.
4. May 17, 2019 – Mr. Pelkey came to office started threatening employees and stating he was going to sue the City. Mr. Pelkey was removed from the building and told that all correspondence needed to be through City attorney and his attorney.
5. May 17, 2019 – Rec'd e-mail from Joseph Baldacci, Esq. stating that he was representing Mr. Pelkey.
6. July 3, 2019 – Rec'd complaint – Roof leaking in apt. Mr. Pelkey tried to evict tenant but never showed up for court. Judge ruled in tenant favor. Mr. Pelkey has not made any attempt to obtain permits or make any repairs to violation letter sent on May 13, 2019.
7. July 9, 2019 – Appt. made w/Electrician to inspect building. Mr. Pelkey was there and started being argumentative w/George so he left. No inspection was done w/electrician.
8. July 24, 2019 – Rec'd complaint – infected w/bed bugs in apt.
9. August 26, 2019 – Re-inspected property w/Lewis Cousins, Tax Assessor. Previous “Stop Work Order” removed and more construction completed w/o permits.
10. August 29, 2019 - Sent violation letter. Required “Plan of Action” before September 13, 2019.
11. August 29, 2019 - Placard building as condemned.
12. August 29, 2019 – Written notice given to tenants to find alternative living arrangements by September 6, 2019.
13. August 30, 2019 - meeting w/Mr. & Mrs. Pelkey requesting that power not be turned off to building so that repairs could be made, that he would not have any tenants in building and he would obtain permits. Mr. Pelkey obtained a building permit to place a storage shed over a wood boiler only.
14. September 9, 2019, EMERA Maine notified that building had been condemned, but not to disconnect power.
15. Not sure of exact date but in either October or November of 2019, Joseph Baldacci, Esq. – Mr. Pelkey's attorney and George did an inspection at 9 Allen Street.
16. January 29, 2020 – Judy Bouchard from EMERA Maine contacted office about the power usage in building being too high for just use of power tools. Their records indicated that one apartment has had continuous power without interruption since August 29, 2019. Also have records that two (2) additional apartments had power back in December of 2019.
17. January 29, 2020 - checked w/both Fire Dept. & Police Dept. Both Depts. confirmed that there have been numerous 911 calls to 9 Allen Street and that people are living in the building.
18. January 31, 2020 - third violation letter sent, stating that EMERA Maine would be notified to disconnect power to apartments, that all tenant and their guest must vacate the building and structure remain vacate until the proper permits have been obtained and inspections performed. Mr. Pelkey was also informed that he had a right to appeal this decision to the Zoning Board of Appeals which he did not do. Letter was served to Mr. Pelkey by the Police Dept.

Time Line – Roger Pelkey – 9 Allen Street – Page Two

19. January 31, 2020 – Telecon to EMERA Maine to have power disconnected to apartments only.
20. February 2, 2020 – Issue turned over to City Solicitor, Richard Currier to start legal action.
21. February 3, 2020 – Mr. Pelkey came to office and was informed that all legal issue needed to be referred to the City's attorney.
22. February 5, 2020 – George has meeting w/Rick Currier to go over legal issues.
23. February 10, 2020 – City Solicitor, Richard Currier sent a letter to Joseph Baldacci, Esq., Mr. Pelkey's attorney advising him that the City had retained Mr. Currier to bring action against Mr. Pelkey for code violations.
24. February 11, 2020 – Brief filed by Mr. Currier, Esq. dealing with code violations only and no permits being obtained for work.
25. March 13, 2020 – Memo to Council to schedule hearing for Dangerous Building for May 6, 2020, Council meeting.
26. March 19, 2020 – Mr. Baldacci, Esq. inquired by e-mail to code office as to what would be required to have the power restored at 9 Allen Street.
27. March 19, 2020 – George Howe, Code Enforcement Officer forwarded e-mail to Mr. Currier with his response.
28. March 20, 2020 – Mr. Currier, Esq. sent response to Mr. Baldacci, Esq.
29. April 2, 2020 – "Notice of Hearing" typed RE: Dangerous Building
30. April 8, 2020 – "Notice of Hearing" served (by PIPD) to Mr. Pelkey & Robin LeGassie, Mr. Pelkey's daughter who name is on the deed for the property at 9 Allen Street to attend May 6, 2020, Council meeting. Both parties signed the "Acceptance of Service".
31. April 14, 2020 – Letter sent to Mr. Pelkey & Ms. LeGassie stating that May 6, 2020, Council meeting had been cancelled due to Covid – 19 & rescheduled for June 3, 2020.
32. April 28, 2020 – Another "Notice of Hearing" was served (by PIPD) to Mr. Pelkey who refused to sign the "Acceptance of Service". Ms. LeGassie was served and signed the "Acceptance of Service".
33. Mr. Baldacci, Esq. files the Defendant's Answer & Affirmative Defenses, along with Entry of Appearance briefs.
34. June 1, 2020, Sheriff's Dept. serves Mr. Pelkey & Ms. LeGassie Land Use Citation & Complaint.
35. June 3, 2020 – Council meeting. Neither, Mr. Pelkey, Ms. LeGassie nor their representative attended the meeting.
36. June 4, 2020 – "Order to Abate" was sent to Southern Registry of Deeds to be recorded.
37. June 15, 2020 – Mr. Pelkey was served with the "Order to Abate" but refused to sign the "Acceptance of Service".
38. June 16, 2020 – Rec'd recorded "Order to Abate" from Southern Registry of Deeds.
39. June 24, 2020 – Court date postponed until August 31, 2020.
40. July 2, 2020 – Jeremiah Rancourt, Esq. files "Petition for Review w/court.
41. July 20, 2020 – Robin LeGassie was served with the "Order to Abate".
42. August 14, 2020 – Jeremiah Rancourt, Esq. files Complainant's Brief.
43. August 31, 2020 – Court postponed again.
44. September 30, 2020 – Rick Currier, Esq. files Respondent's Brief.

Time Line – Roger Pelkey – 9 Allen Street – Page Three

45. November 10, 2020 – Decision from court to reversed and remanded back to City Council for further proceedings.
46. November 17, 2020, Type “Notice of Hearing” for January 6, 2021 hearing.
47. November 17, 2020 – “Notice of Hearing” severed to Roger Pelkey. Mr. Pelkey refused to sign.
48. November 17, 2020 – “Notice of Hearing” e-mailed to Rick Currier, Esq. to forward to Mr. Pelkey’s attorney.
49. November 19, 2020 – Pretrial/Status Hearing by phone at Mr. Currier, Esq. office.
50. November 19, 2020 – Mr. Baldacci & Mr. Rancourt file w/court to withdrawal from being Mr. Pelkey’s attorneys. Mr. Pelkey has 21 days to respond to request.
51. November 20, 2020 – Plaintiff’s Statement of Issues, Witness & Exhibit’s list filed w/court.
52. December 8, 2020 – Rec’d letters from Mr. Pelkey and an inspection report from 19 Allen Street.
53. January 6, 2021 – Council meeting.
54. January 7, 2021 – Mr. Currier, Esq. letter to Mr. Pelkey to schedule inspection of 9 Allen Street for January 13, 2021 @ 12 PM.
55. January 13, 2021 – Inspection of 9 Allen Street with following people present: Roger Pelkey, Randall Cole, George Howe, Tom King, Scott Cyr, State Fire Marshall and Craig Green.
56. February 3, 2021 – Council meeting.
57. February 24, 2021 – Court.



City of Presque Isle, Maine

The Office of
George Howe
Code Enforcement Officer
Local Plumbing Inspector & Health Officer
Email: ghowe@presqueisleme.us

May 13, 2019

Roger Pelkey
9 Allen Street
Presque Isle, ME 04769

RE: 9 Allen Street (9 Elm Street), Apt. B

Dear Mr. Pelkey:

This letter is in reference to a Citizens' complaint the Code Enforcement Officer received on May 6, 2019, concerning property maintenance issues at your rental property located at 9 Elm Street.

On May 7, 2019, an inspection was performed (see attached pictures and the following code violations were observed:

1. Stove outlet broken and burned out and needs to be replaced;
2. Tub and toilet leaking and needs to be repaired;
3. Smoke alarm not working and needs to be hard wired;
4. No Carbon monoxide detector in apartment; all apartments need to have CO detectors;
5. Water leaking in ceiling and needs to be repaired;
6. House hold trash outside and not in containers;
7. Construction of fifth apartment in building without permits or subdivision approval by the Planning Board; and
8. City's tax assessment card only shows three (3) apartments in building not the four (4) that are presently there or the fifth one being constructed in violation of the City of Presque Isle's Land Use and Development Code.

You are in violation of the City of Presque Isle's adopted Chapter 13 - Litter Ordinance, City of Presque Isle's adopted 2012 International Property Maintenance Code, Chapter 3 – General Requirements, Section 308 – Rubbish and Garbage and the State of Maine Revised Statutes, Title 22: Health and Welfare, §1561. Removal of private nuisance.

You are in violation of the City of Presque Isle's adopted 2012 International Property Maintenance Code, Chapter 3 – General Requirements – Section 305 – Interior Structure – Subsection 305.3 – Interior Surfaces, Chapter 5 – Plumbing Facilities and Fixture Requirements, Section 504 – Plumbing Systems and Fixtures, Subsection 504-1 – General & Subsection 504.3 – Plumbing systems hazards, Chapter 6 – Mechanical and Electrical Equipment, Section 603 – Mechanical Equipment, Subsection 603.1 – Mechanical appliances, Section 605 – Electrical Equipment, Subsection 605.1 – Installation, and Chapter 7 – Fire Safety Requirements, Section 704 – Fire Protection Systems, Subsection 704.2 – Smoke Alarms.

In addition, you are in violation of the City of Presque Isle's adopted Chapter 16 – Land Use and Development Code, Chapter 1 – Administration, Subsection D – Building Permit, which states:

“No building or other structure shall be erected, moved, added to, altered, demolished, or site development, nor shall a discontinued nonconforming use be renewed, without an appropriate permit therefore, issued by the Code Enforcement Officer in accordance with Section 105 et. Seq. of the International Building Code (IBC) as amended.”

You also are in violation of the State of Maine subdivision laws Title 30-A §4402, Subsection 6, Division of new or existing structure, which states:

“Beginning July 1, 2018, a division of a new or existing structure into 3 or more dwelling units whether the division is accomplished by sale, lease, development or otherwise in a municipality where the project is subject to municipal site plan review in accordance with Title 38, section 488, subsection 19 or Title 38, section 489-A.”

A “Stop Work Order” is being issued as of this date and placed on the property to cease all construction of the non-existing apartment which does not have approval from the City of Presque Isle for a subdivision or any required building permits.

You are hereby order to remove all the garbage, have hard wired smoke detectors through-out the building and come into the office with a plan for a proposed subdivision to go before the Planning Board by Tuesday, May 28, 2019. You will need to contact an electrician to obtain an electrical permit to install the hard wired smoke detectors. If you do not come into the office by May 28, 2018, the property will be condemned.

In addition, you have 30 days to make all correct all the additional code violations. A follow-up inspection will be conducted on Monday, June 17, 2019, to insure compliance.

Thank you for your cooperation and assistance at this time. If you have any further questions, please feel free to contact me.

Sincerely,

George Howe, CEO, LPI, LHO
City of Presque Isle

Enclosures
GH/pa



City of Presque Isle, Maine

The Office of
George Howe
Code Enforcement Officer
Local Plumbing Inspector & Health Officer
Email: ghowe@presqueislemaine.us

August 29, 2019

Roger Pelkey
9 Allen Street
Presque Isle, ME 04769

RE: 9 Allen Street

Dear Mr. Pelkey:

This letter is in reference to an inspection performed by myself and Lewis Cousins, Tax Assessor on August 26, 2019, of your property located at 9 Allen Street.

During that inspection it was determined that you are in violation of the following:

1. Unlicensed and unregistered vehicles;
2. Not correcting any of the previous code violations in my letter to you on May 13, 2019, (see enclosed)
3. Removal of a "Stop Work Order" for construction of an illegal fifth apartment;
4. Not filing or obtaining subdivision approval from the Planning Board for the construction of a fifth apartment;
5. Construction of a dwelling without the required building, electrical or plumbing permits;
6. Construction of a storage building without the required permits;
7. Enclosing of the carport without the required permits; and
8. Doing electrical and plumbing without the required permits.

The structure is unsafe and is being condemned and placard as a dangerous building. Your tenant's were notified (see attached) on this date that the building was being condemned and that they have to vacate the building and find alternative living arrangements by Friday, September 6, 2019, at 5:00 PM.

In addition, the utility companies will be contact the week of September 9, 2019, to have the utilities disconnected from the property.

You are in violation of the City of Presque Isle's adopted 2012 International Property Maintenance Code, Chapter 1 – Scope and Administration, Section 108 – Unsafe Structure and Equipment, Subsection(s) – 108.1 – General, 108.1.1 – Unsafe structures, 108.1.2 – Unsafe equipment, 108.1.3 – Structure unfit for human occupancy, 108.1.4 – Unlawful structure, 108.1.5 – Dangerous structure or premises, 108.2.1 – Authority to disconnect service utilities, 108.3 – Notice, 108.4 – Placarding, 108.4.1 – Placard removal, 108.5 – Prohibited occupancy, Chapter 3, Section – Exterior Property Areas, Subsection 302.8 – Motor vehicles, Section 305 – Interior Structure – Subsection 305.3 – Interior Surfaces, Chapter 5 – Plumbing Facilities and Fixture Requirements, Section 504 – Plumbing Systems and Fixtures, Subsection 504-1 – General & Subsection 504.3 – Plumbing systems hazards, Chapter 6 – Mechanical and Electrical Equipment, Section 603 – Mechanical Equipment, Subsection 603.1 – Mechanical appliances, Section 605 – Electrical Equipment, Subsection 605.1 – Installation, and Chapter 7 – Fire Safety Requirements, Section 704 – Fire Protection Systems, Subsection 704.2 – Smoke Alarms.

In addition, you are in violation of the City of Presque Isle's adopted Chapter 16 – Land Use and Development Code, Chapter 1 – Administration, Subsection D – Building Permit, which states:

“No building or other structure shall be erected, moved, added to, altered, demolished, or site development, nor shall a discontinued nonconforming use be renewed, without an appropriate permit therefore, issued by the Code Enforcement Officer in accordance with Section 105 et. Seq. of the International Building Code (IBC) as amended.”

You also are in violation of the State of Maine subdivision laws Title 30-A §4402, Subsection 6, Division of new or existing structure, which states:

“Beginning July 1, 2018, a division of a new or existing structure into 3 or more dwelling units whether the division is accomplished by sale, lease, development or otherwise in a municipality where the project is subject to municipal site plan review in accordance with Title 38, section 488, subsection 19 or Title 38, section 489-A.”

A “Stop Work Order” was re-issued on August 26, 2019, as the previous one that had been issued was removed, to cease all construction of the non-existing apartment which does not have approval from the City of Presque Isle for a subdivision or any required building permits. In addition, you are to cease all construction of the storage building and enclosing of the carport.

You are hereby ordered to either license or remove all the unlicensed and unregistered vehicles on the property within 30 days or no later than, Monday, September 30, 2019.

In addition, you are hereby ordered to contact the Code Enforcement Office within ten (10) days, but no later than Friday, September 13, 2019, with a “Written Plan of Action” to correct all the listed above code violations.

Cont. R. Pelkey
Page Three

In addition, please be aware that you are required to have licensed technician perform all electrical and plumbing work in the building and that they are required to obtain permits for all the work that they are doing.

Please be aware that if you do not contact the office by Friday, September 13, 2019, that the City of Presque Isle will begin imposing fines and moving forward with seeking legal action.

PLEASE DO NOT DISREGARD THIS CODE VIOLATION LETTER.

Thank you for your cooperation and assistance in this matter. If you have any further questions, please feel free to contact me.

Sincerely,

George Howe, CEO, LPI, LHO
City of Presque Isle

Enclosures

GH/pa



City of Presque Isle, Maine

The Office of
George Howe
Code Enforcement Officer
Local Plumbing Inspector & Health Officer
Email: ghowe@presqueisleme.us

CODE VIOLATION LETTER

January 31, 2020

Roger Pelkey
9 Allen Street
Presque Isle, Me. 04769

Dear Mr. Pelkey:

On August 29, 2019, your apartment building located at 9 Allen Street according to the City of Presque Isle tax records was condemned and a violation letter was sent to you on August 29, 2019. At that time all tenants were to vacate the property until you obtained a building permit to correct the unsafe issues within the structure. In addition, you were informed that your electrician and plumber were required to obtain permits to correct those issues as well. To date this has not happened. The only building permit that was obtained on August 30, 2019, was to construct a storage shed over the outside wood boiler.

You and your wife met here in my office and requested the power not be disconnected, which is standard procedure when a building is condemned, so as to be able to run power tools in each apartment to perform necessary repairs. You stated you would turn off power to all the apartments at the meter disconnect and only power the one you would be working on. Additionally, all other apartments were to remain without power until all the necessary repairs were made, a re-inspection was performed, and a new Certificate of Occupancy was issued.

Our office was contacted by EMERA Maine on January 29, 2020, questioning the constant power usage of three (3) units exceeding what would be used by construction power equipment in a condemned building. Their records indicated this usage going on since December 2019 on two (2) of the units and one (1) has been continuous without interruption from the time of being condemned on August 29, 2019.

Cont. R. Pelkey
9 Allen Street

Upon checking with the Fire/Ambulance Department and the Police Department, they both confirmed, through multiple 911 calls to the 9 Allen Street location, that there are people living in the condemned building.

Therefore, in breaking our verbal agreement, you have left me no choice but to have the power disconnected from the apartments at 9 Allen Street and issue you a summons for the illegal activity.

I have instructed EMERA Maine to disconnect the power supply immediately to the apartments. All tenants and their invited guest must be removed from the condemned building immediately and the structure remain vacant until all requirements from my code violation letter of August 29, 2019, are met and the building has been re-inspected and Certificate of Occupancies has been obtain for each apartment and the common area of the building.

Please be aware that you have the right to appeal the decision of the *code enforcement officer* or a notice or order issued under this code to the board of appeals, provided that a written application for an appeal is filed within 20 days after the day the decision notice or order was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

Thank you for your cooperation and assistance in this matter. If you have any further questions, please feel free to contact me at 760-2770 or by e-mail at ghowe@presqueisleme.us.

Sincerely,

George Howe, CEO, LPI, LHO
City of Presque Isle

GH/pa



STATE OF MAINE
Department of Public Safety
Office of State Fire Marshal
52 State House Station
Augusta, ME 04333-0052

JANET T. MILLS
GOVERNOR

MICHAEL SAUSCHUCK
COMMISSIONER

JOSEPH E. THOMAS
STATE FIRE MARSHAL

I was requested by the City of Presque Isle Code Enforcement Office to do a walkthrough of 9 Allen Street on 1/13/21 as a Life Safety Code consultant. The City of Presque Isle will be the enforcement agent in this inspection. The following NFPA 101 (2018 edition) life safety deficiencies were noted for the City of Presque Isle:

- 1. Interior wall/ceiling finishes in the exit corridor/stairwells consist of a combination of paneling, plywood, poly tarps and polycarbonate panels.***

31.3.3.2

Interior Wall and Ceiling Finish.

Interior wall and ceiling finish materials complying with Section 10.2 shall be permitted as follows:

- (1) Exit enclosures — Class A or Class B

31.3.6 Corridors.

31.3.6.1 * Walls.

Exit access corridor walls shall consist of fire barriers in accordance with Section 8.3 having a minimum $\frac{1}{2}$ -hour fire resistance rating.

- 2. No smoke detection in exit corridor/stairwells***

31.3.4.4 Detection.

31.3.4.4.2

Automatic fire detection devices shall be installed as follows:

- (1) Smoke detectors shall be installed in all common areas and work spaces outside the living unit, such as exit stairs, egress corridors, lobbies, storage rooms, equipment rooms, and other tenantless spaces in environments that are suitable for proper smoke detector operation.

- 3) *Building is a mixed occupancy mercantile/apartments and does not have the required fire separation for a non-sprinkler protected building (2 hr. separation is required) between the two occupancies.*

31.1.3 Multiple Occupancies.

31.1.3.1

Multiple occupancies shall be in accordance with [6.1.14](#)

Free access NFPA codes and standards | NFPA 101: Life Safety Code | The National Fire Codes Sub...

codesonline.nfpa.org/code/a404ad84-d8bf-4eb4-bfb5-b15650022bc1/93943266-fcb9-458c-8daf-32da3cc584/b4010ea3-97d0-427d-aa5d-93f5b1f84cbb/

and Hazard of Contents

- Chapter 7 Means of Egress
- Chapter 8 Features of Fire Protection
- Chapter 9 Building Service and Fire Protection Equipment
- Chapter 10 Interior Finish, Contents and Furnishings
- Chapter 11 Special Structures and High-Rise Buildings
- Chapter 12 New Assembly Occupancies
- Chapter 13 Existing Assembly Occupancies
- Chapter 14 New Educational Occupancies
- Chapter 15 Existing Educational Occupancies
- Chapter 16 New Day-Care Occupancies
- Chapter 17 Existing Day-Care Occupancies
- Chapter 18 New Health Care Occupancies
- Chapter 19 Existing Health Care Occupancies
- Chapter 20 New Ambulatory Health Care Occupancies
- Chapter 21 Existing Ambulatory Health Care Occupancies
- Chapter 22 New Detention and Correctional Occupancies
- Chapter 23 Existing Detention and Correctional Occupancies
- Chapter 24 One- and Two-Family Dwellings
- Chapter 25 Reserved
- Chapter 26 Lodging or Rooming Houses

NFPA 101: Life Safety Code, 2018 Edition - Chapter 31
Existing Apartment Buildings

DOWNLOAD

Print Email

31.1.3 Multiple Occupancies.

31.1.3.1

Multiple occupancies shall be in accordance with [6.1.14](#)

6.1.14

Occupancy	Apartment Buildings	Board & Care Small	Board & Care Large	Mercantile	Mercantile-Mfg	Mercantile-Sale Retail	Business	Industrial General Purpose	Industrial Special Purpose	Industrial High Hazard	Storage Ordinary Hazard	Storage High Hazard
Assembly < 500												
Assembly < 500 to < 1000												
Assembly > 1000												
Educational												
Day-Care < 12 Clients												
Day-Care Homes												
Health Care												
Ambulatory Health Care												
Detention & Correctional												
One- & Two-Family Dwellings												
Lodging or Rooming Houses												
Hotels & Dormitories												
Apartment Buildings												
Board & Care, Small												
Board & Care, Large												
Mercantile												
Mercantile-Mfg												
Mercantile-Sale Retail												
Business												
Industrial General Purpose												

31.2 Means of Egress Requirements.

31.2.1 General.

31.2.1.1

Means of egress from dwelling units to the outside of the building shall be in accordance with Chapter 7 and this chapter.

4. *Stairs near apt. A had varying riser heights ranging from 7" to 9-1/2" and do not meet requirements for existing stairs*

7.2.2.3.6 * Dimensional Uniformity.

7.2.2.3.6.1

Variation in excess of $\frac{3}{16}$ in. (4.8 mm) in the sizes of adjacent tread depths or in the height of adjacent risers shall be prohibited, unless otherwise permitted in [7.2.2.3.6.3](#).

5. *Stairs throughout the building did not have required round/graspable handrails*

7.2.2.4.1.6

Handrails shall be required at one side only for the following components:

1. Existing stairs
2. Existing ramps
3. New and existing stairs within dwelling units and within guest rooms
4. New and existing ramps within dwelling units and within guest rooms

7.2.2.4.5.2

Existing required handrails shall be not less than 30 in. (760 mm), and not more than 38 in. (965 mm), above the surface of the tread, measured vertically to the top of the rail from the leading edge of the tread.

7.2.2.4.5.6

Handrails shall include one of the following features:

1. Circular cross section with an outside diameter of not less than 1 1/4 in. (32 mm) and not more than 2 in. (51 mm)
2. Shape that is other than circular with a perimeter dimension of not less than 4 in. (100 mm), but not more than 6 1/4 in. (160 mm), and with the largest cross-sectional dimension not more than 2 1/4 in. (57 mm), provided that graspable edges are rounded so as to provide a radius of not less than 1/8 in. (3.2 mm)

6. Stairs throughout the building did not have required guards.

7.2.2.4.6 Guard Details.

7.2.2.4.6.3 *

Open guards, other than approved existing open guards, shall have intermediate rails or an ornamental pattern such that a sphere 4 in. (100 mm) in diameter is not able to pass through any opening up to a height of 34 in.

7. There is only one means of egress on each level

31.2.4.1

The number of means of egress shall comply with [7.4.1.1](#)

7.4.1.1

The number of means of egress from any balcony, mezzanine, story, or portion thereof shall be not less than two, except under one of the following conditions:

1. A single means of egress shall be permitted where permitted in Chapters 11 through 43.
2. A single means of egress shall be permitted for a mezzanine or balcony where the common path of travel limitations of Chapters 11 through 43 are met.

31.2.4.3

3. Every dwelling unit shall have access to not less than two separate exits remotely located from each other as required by [7.5.1](#).

8. No exit signs present

31.2.10 Marking of Means of Egress.

4. Means of egress shall have signs in accordance with Section [7.10](#) in all buildings requiring more than one exit.

9. Exit stairwells do not have vertical opening protection

Vertical openings in accordance with 8.6.9.1

8.6.9.1

Where permitted by Chapters 11 through 43, unenclosed vertical openings not concealed within the building construction shall be permitted as follows:

1. Such openings shall connect not more than two adjacent stories (one floor pierced only).
2. Such openings shall be separated from unprotected vertical openings serving other floors by a barrier complying with [8.6.5](#).
3. Such openings shall be separated from corridors.
4. In other than approved, existing convenience openings, such openings shall be separated from other fire or smoke compartments on the same floor.
5. In new construction, the convenience opening shall be separated from the corridor referenced in [8.6.9.1\(3\)](#) by a smoke partition, unless Chapters 11 through 43 require the corridor to have a fire resistance rating.
6. Such openings shall not serve as a required means of egress.

10. Sleeping room windows in most apartments did not meet the state requirement for egress windows

https://www.maine.gov/dps/fmo/sites/maine.gov.dps.fmo/files/inline-files/documents/egress_window_policy_2013.pdf

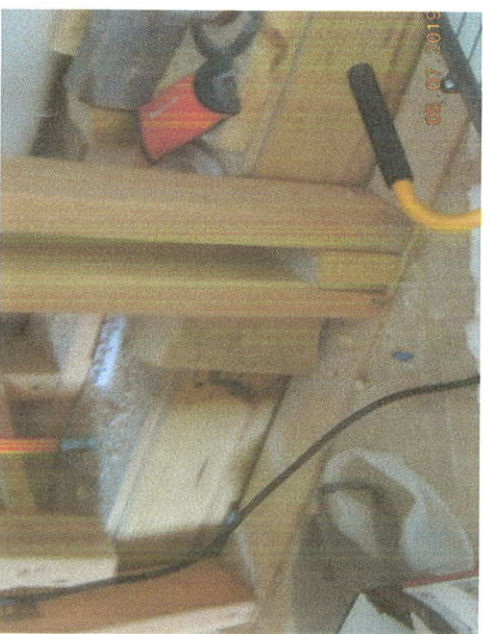
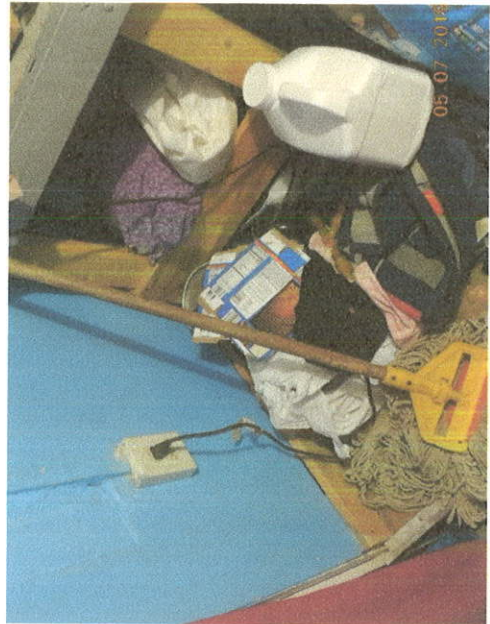
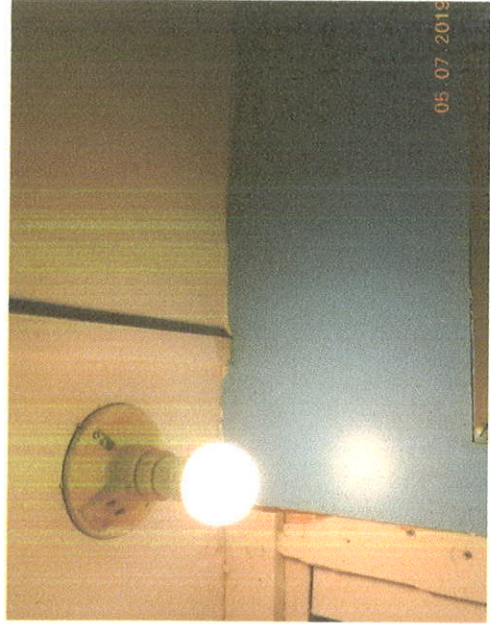
11. Electrical decencies throughout the building included the following: unsecured electrical fixtures, open electrical boxes, missing electrical receptacle and switch covers, blocked electrical breaker panels,

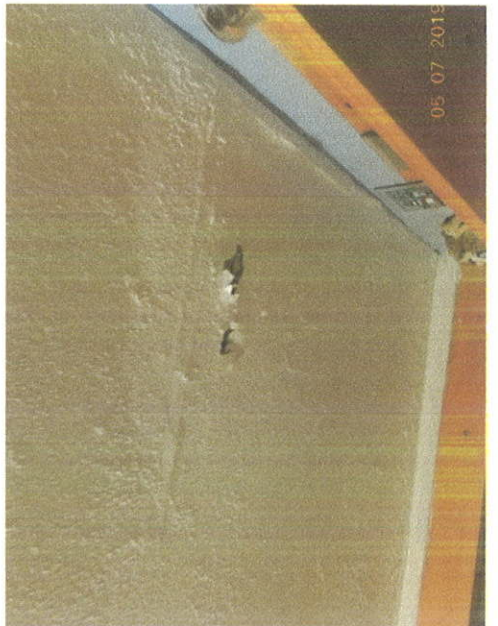
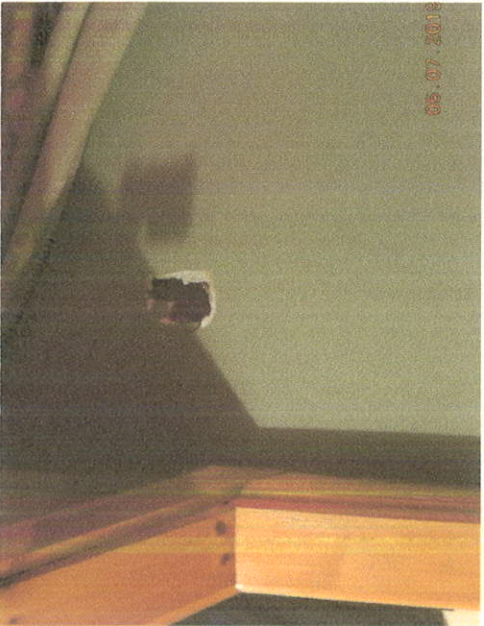
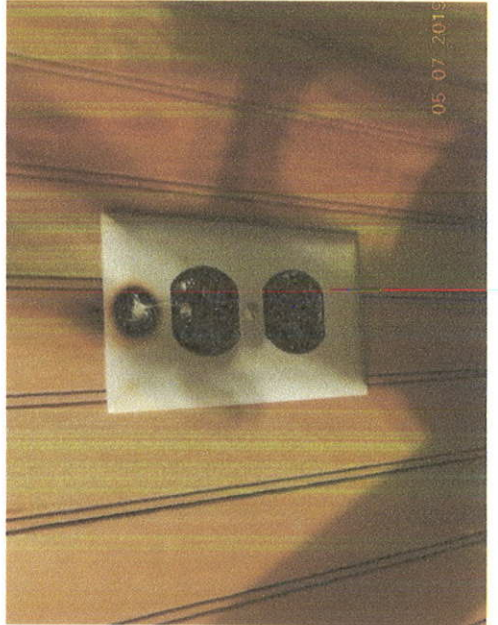
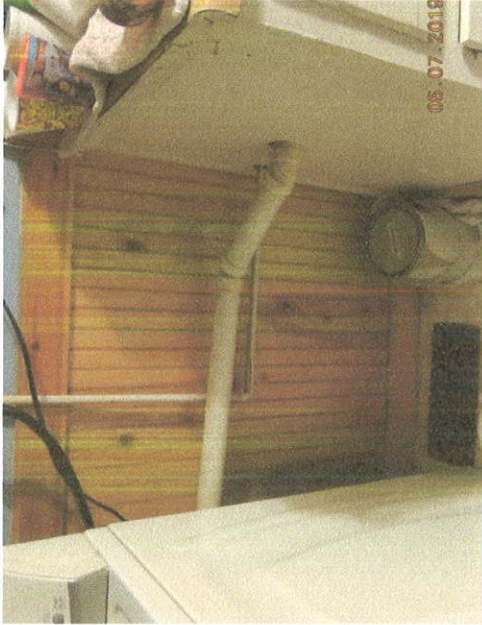
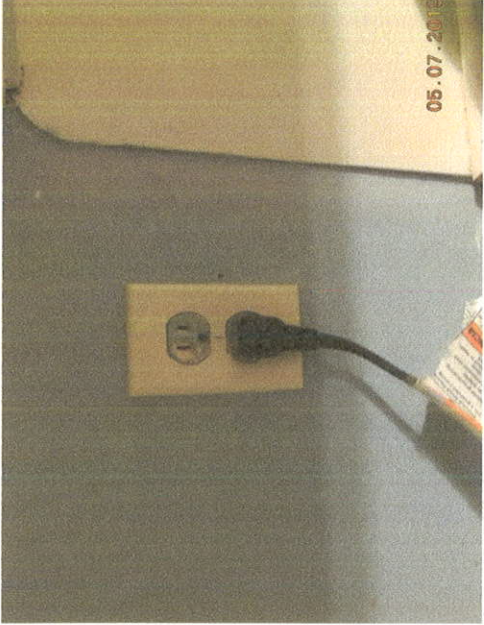
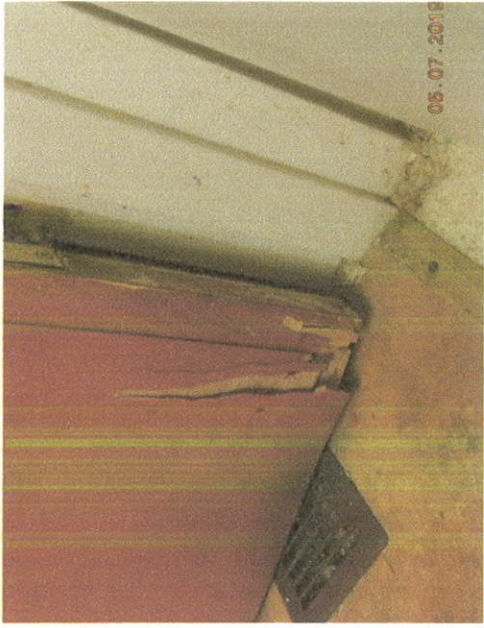
Scott A. Cyr

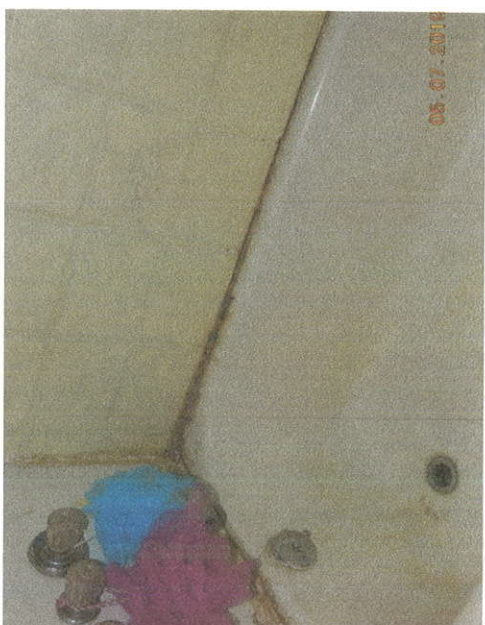
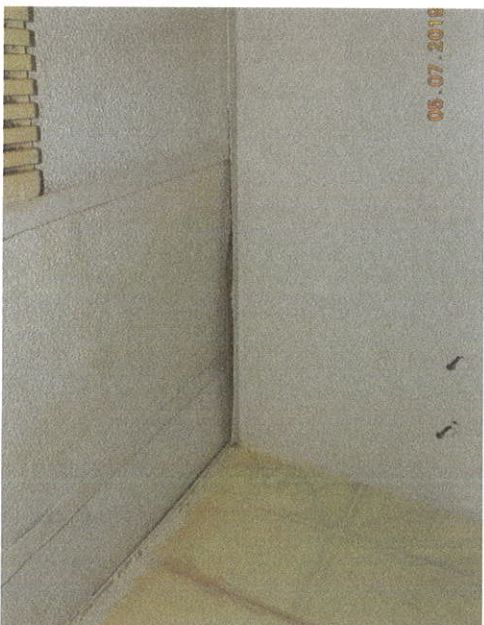
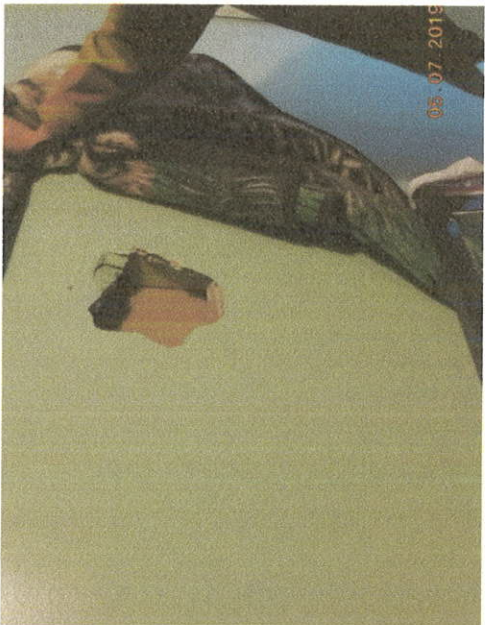
Fire Inspector NFPA CFI-I
Maine Fire Marshal Office
1 Darcie Drive, Suite 205
Houlton, ME 04730
Houlton Office 207-532-5407
Cell 207-441-1684
Fax 207-532-5455
Email Scott.A.Cyr@maine.gov

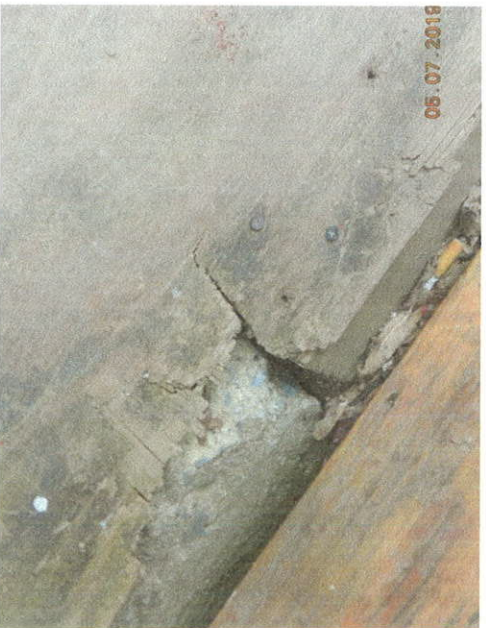


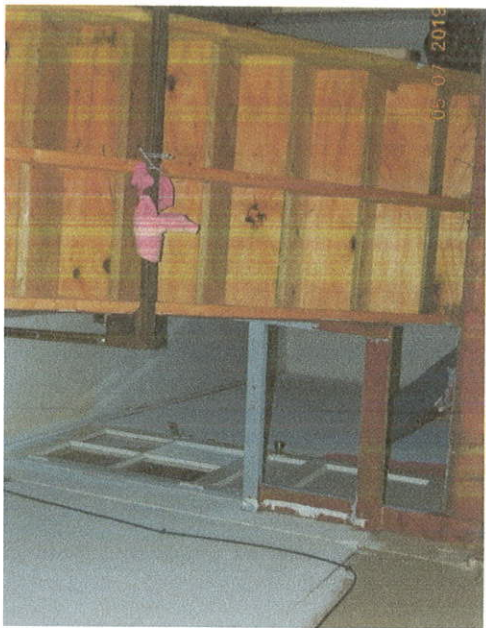
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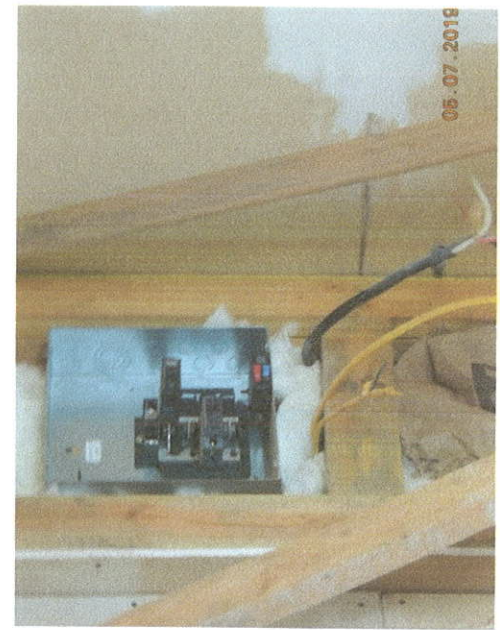
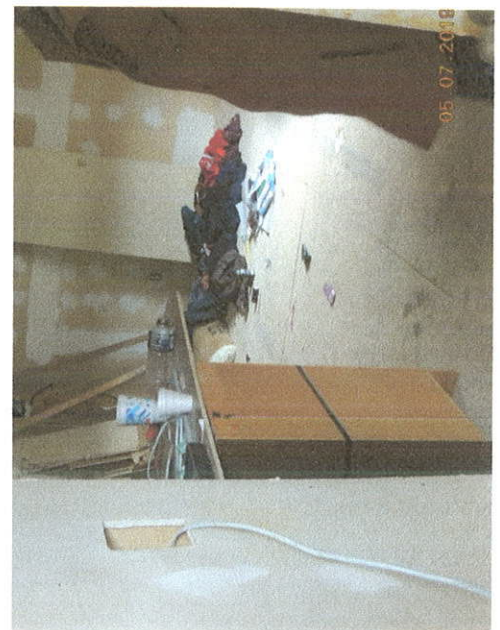
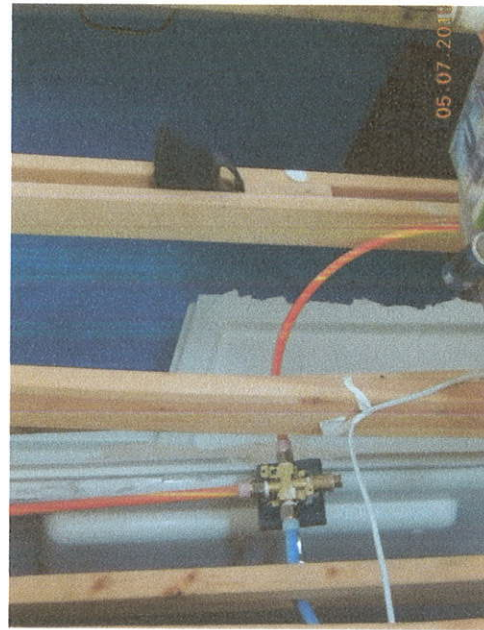
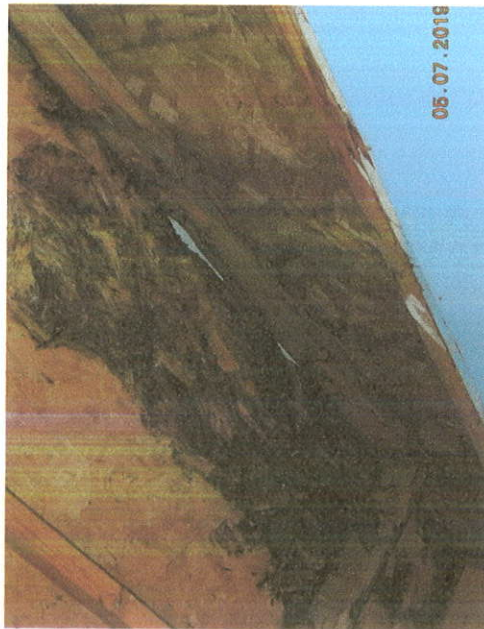




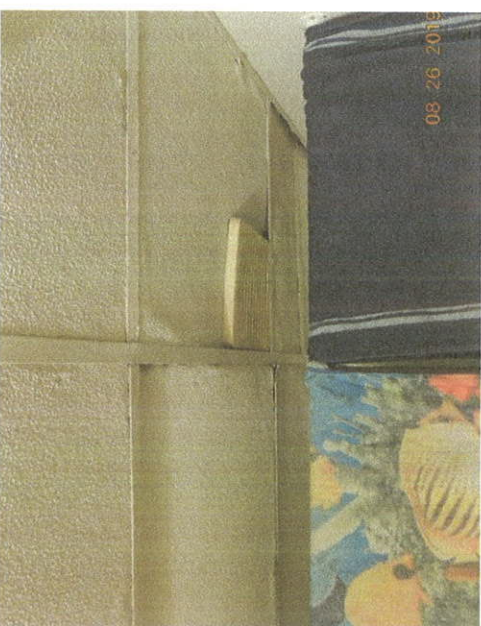
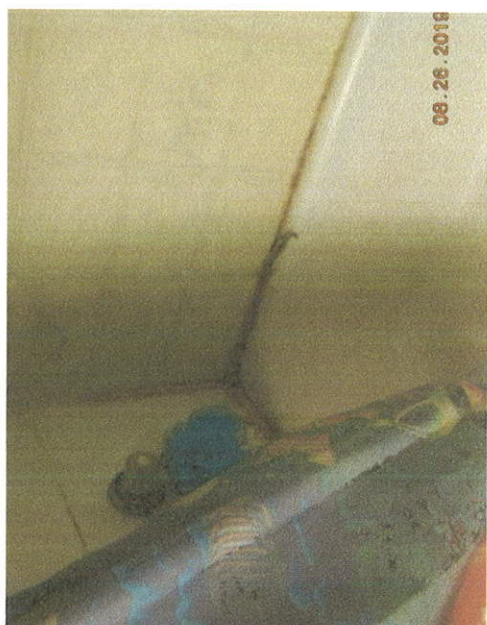
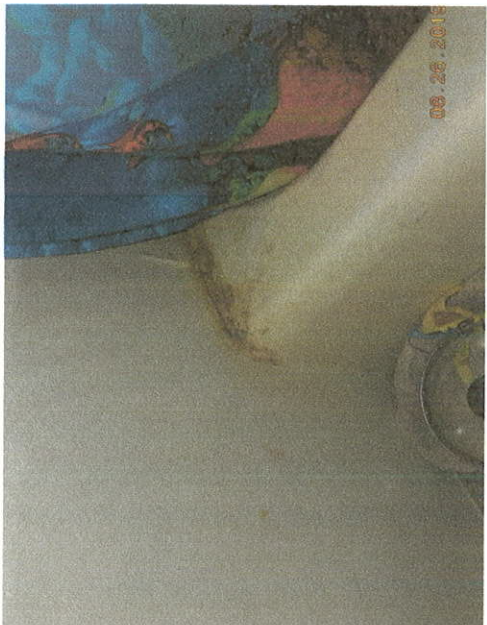


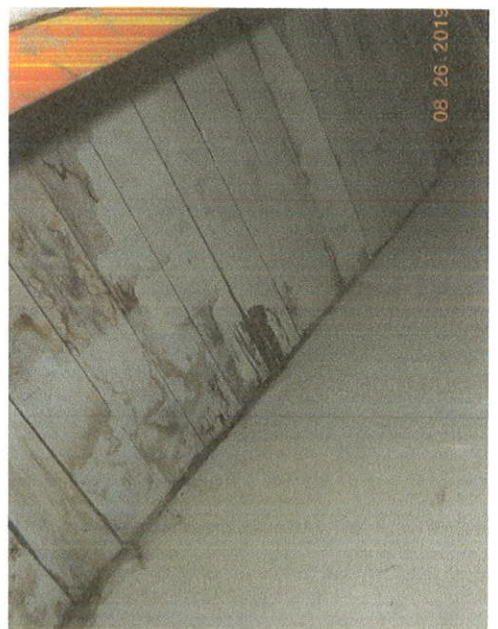
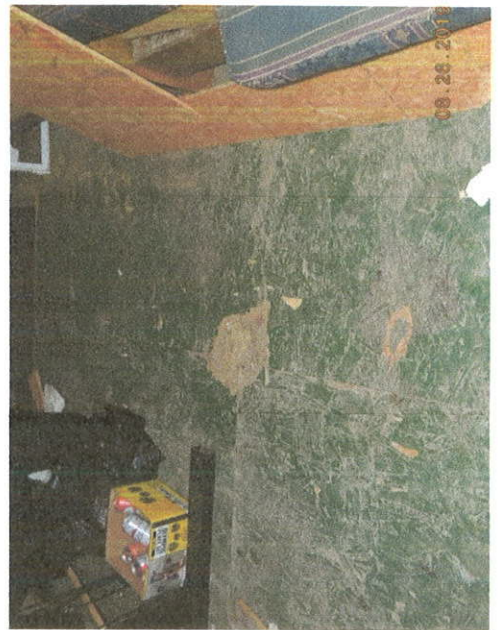
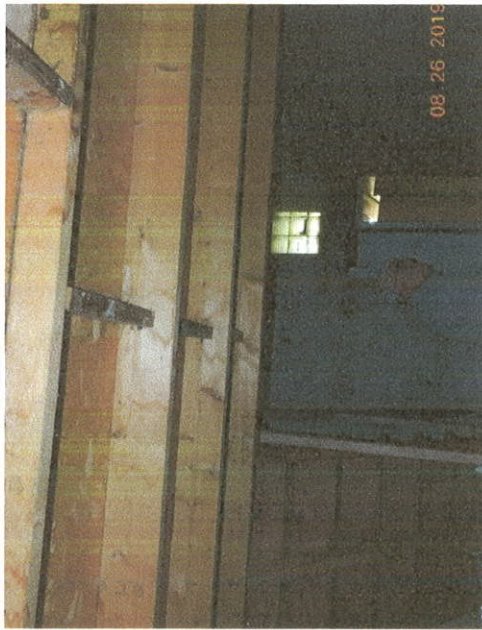
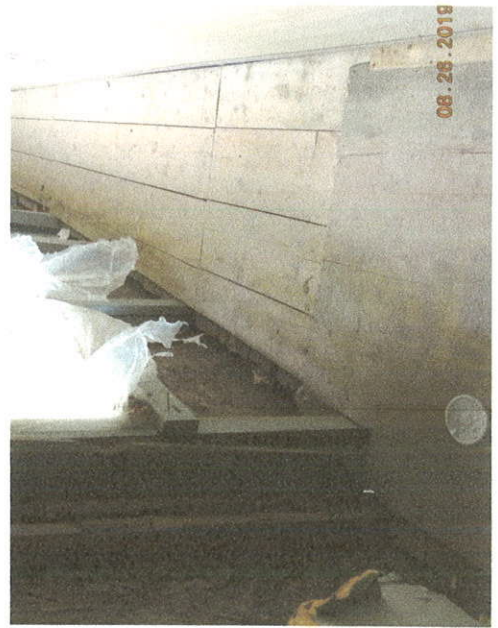
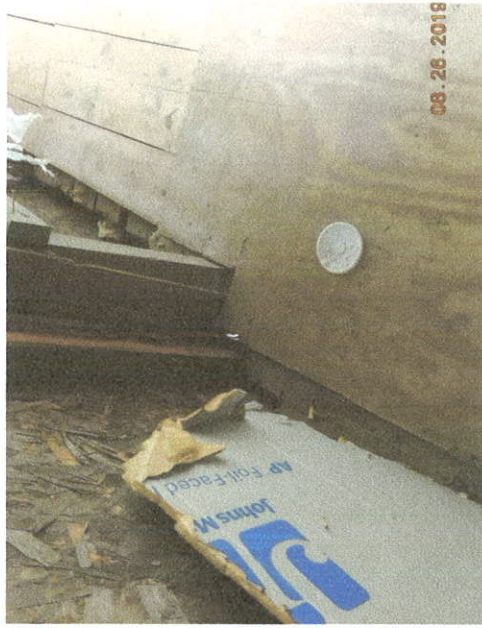


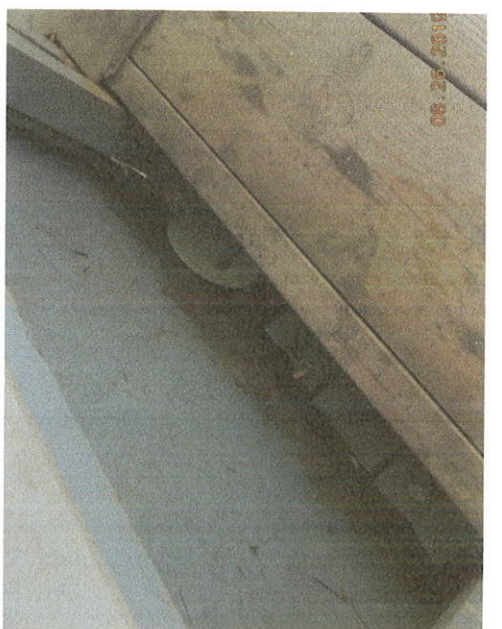
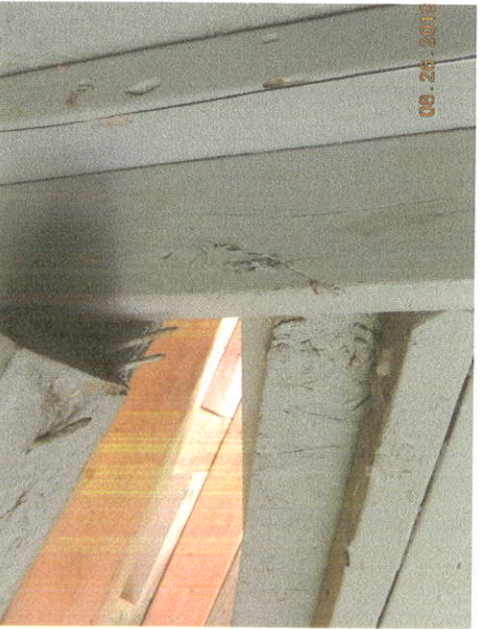
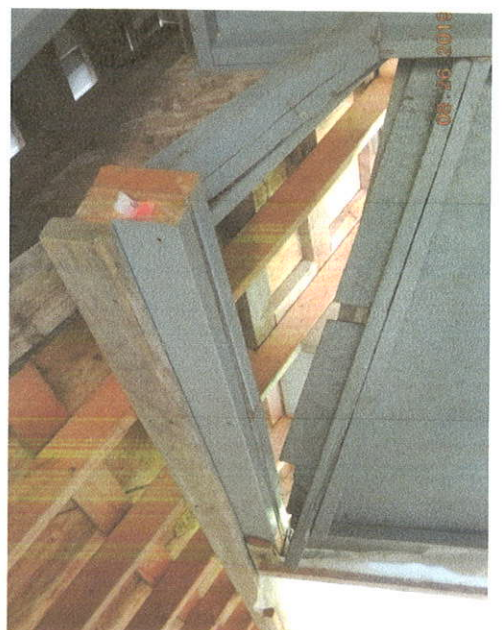
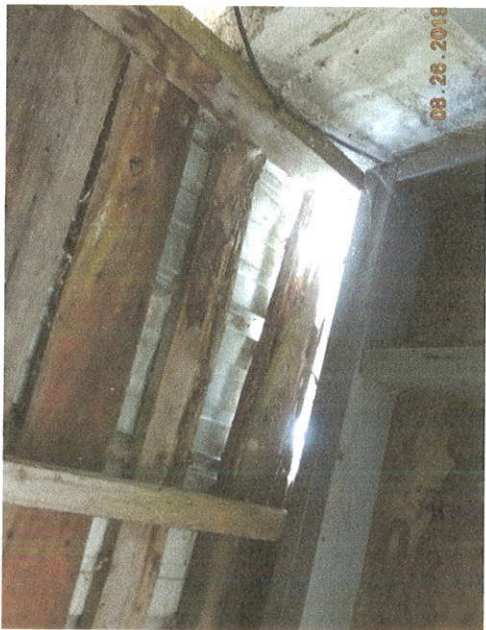




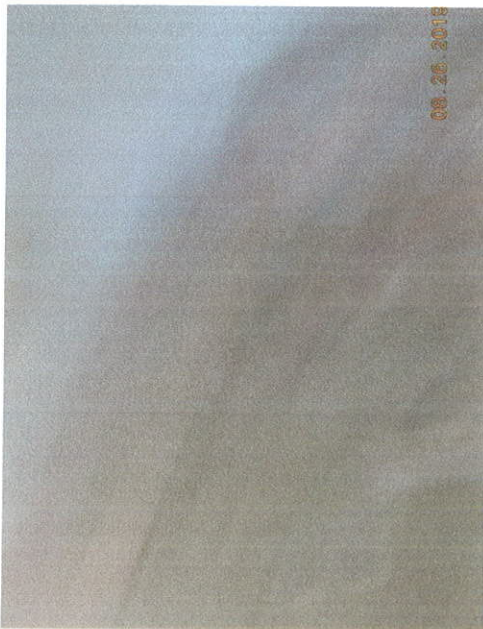
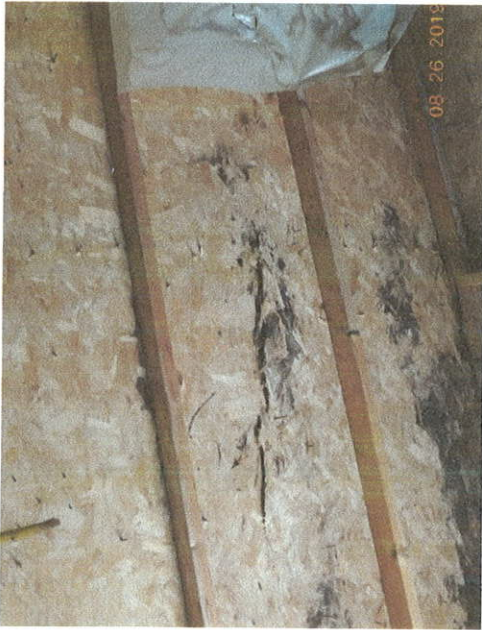
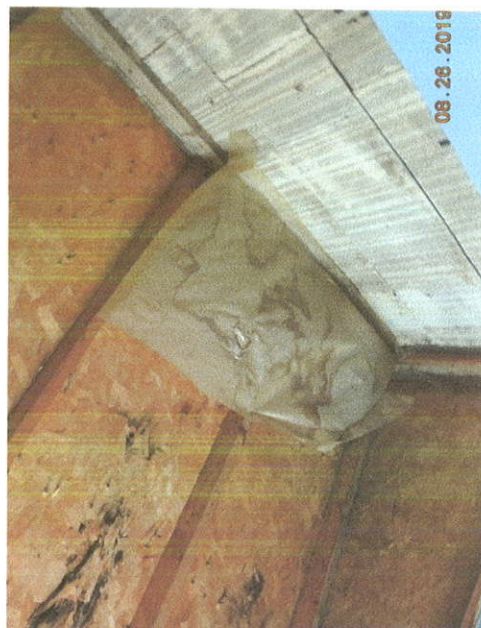
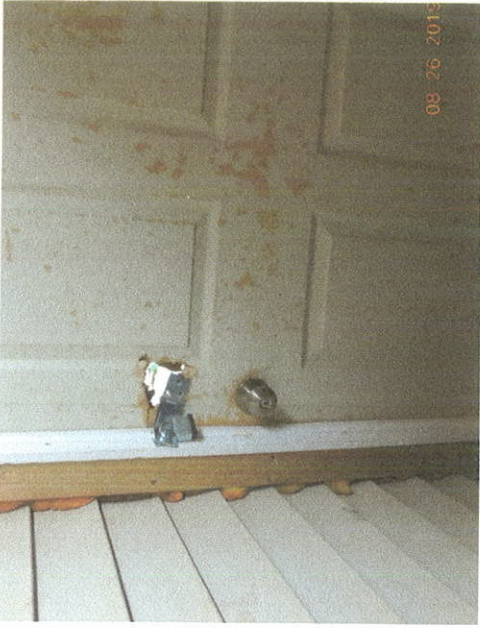
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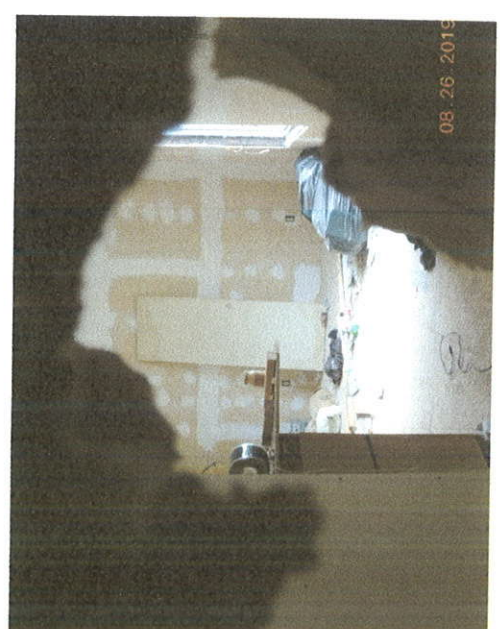
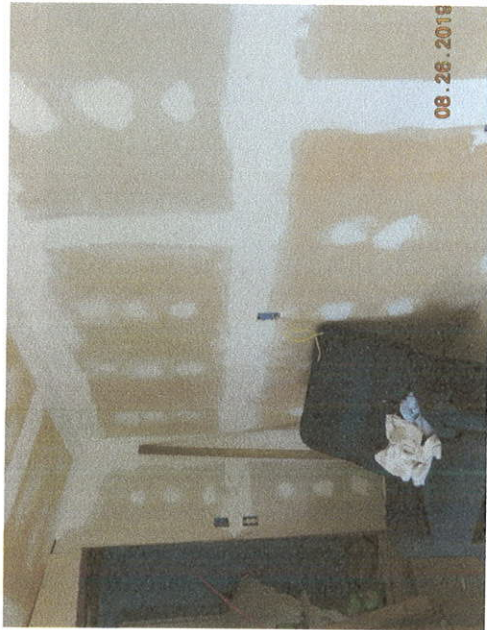




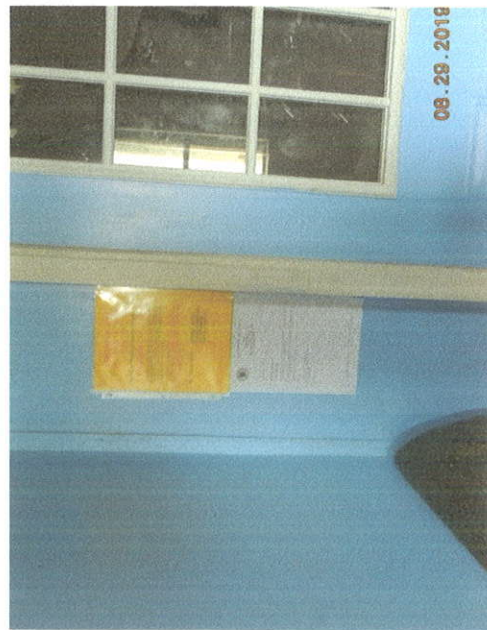
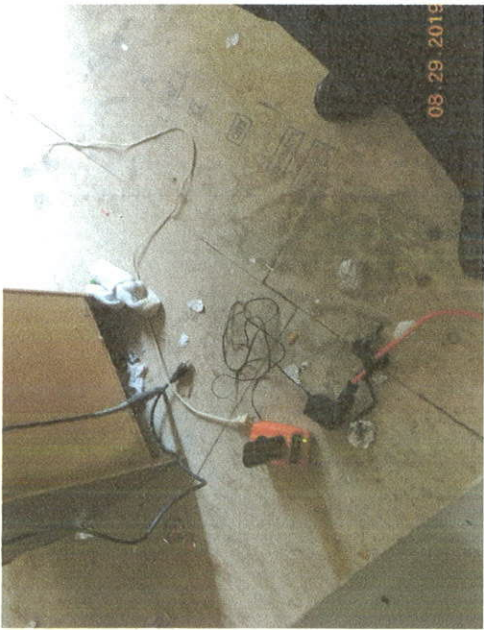
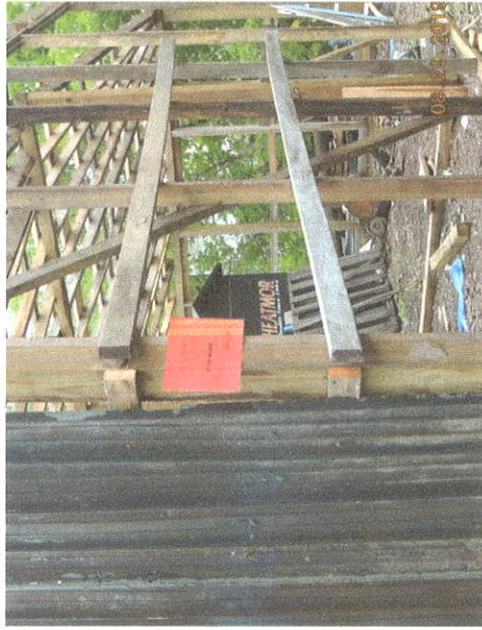


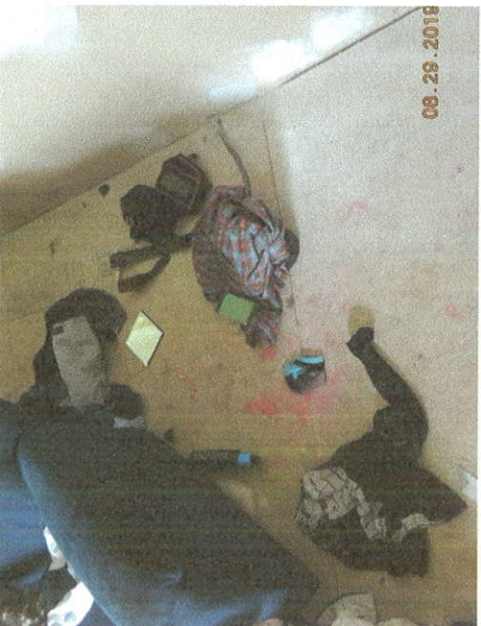
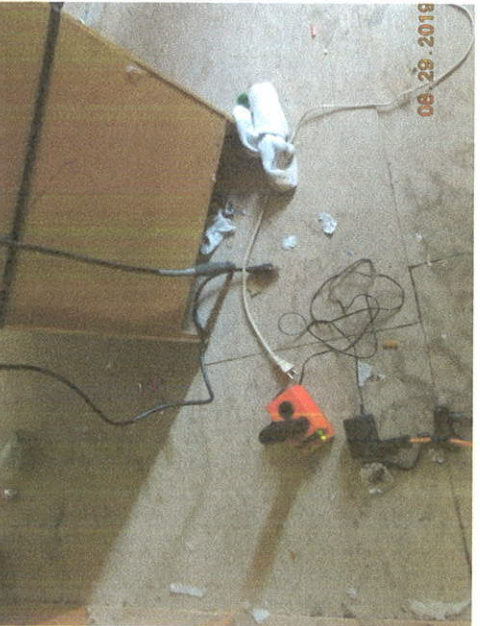
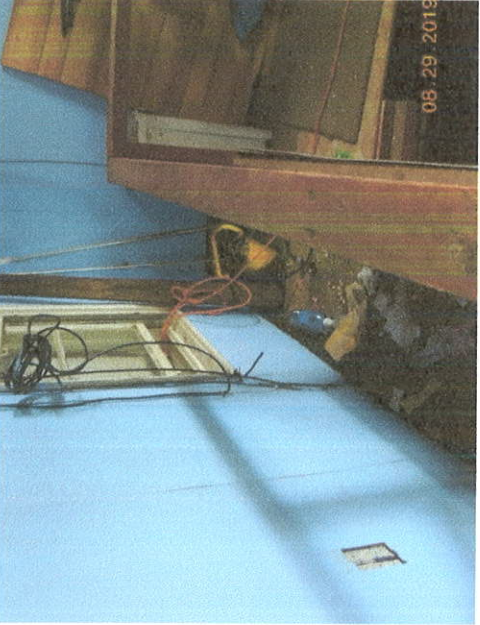




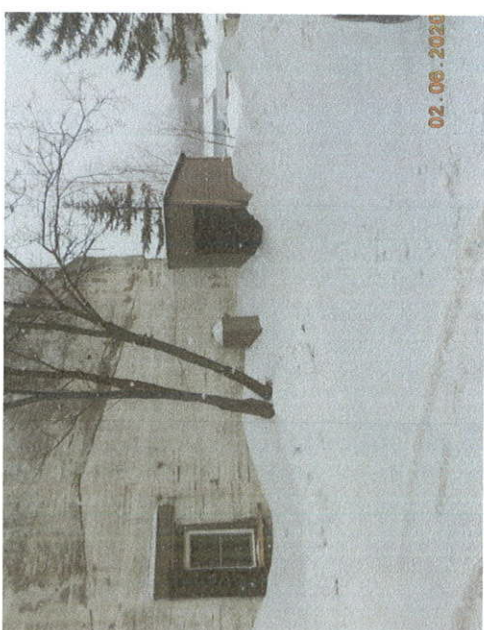
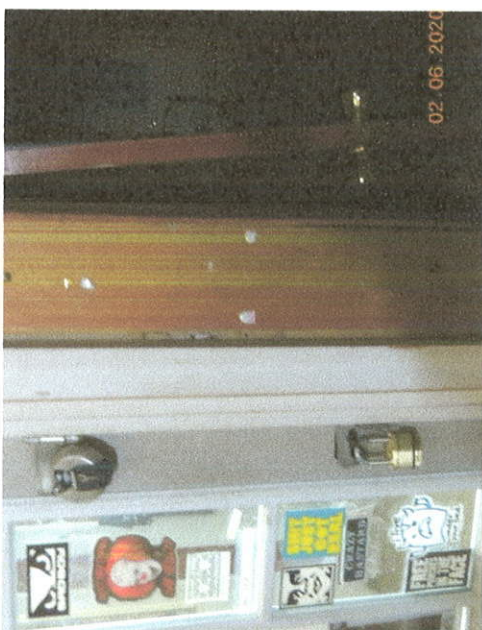
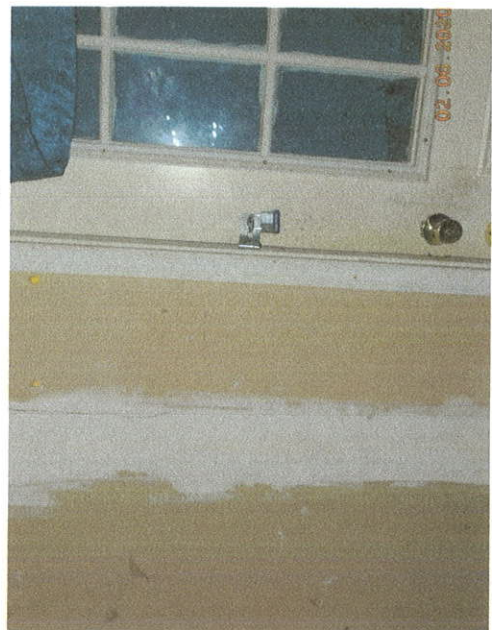
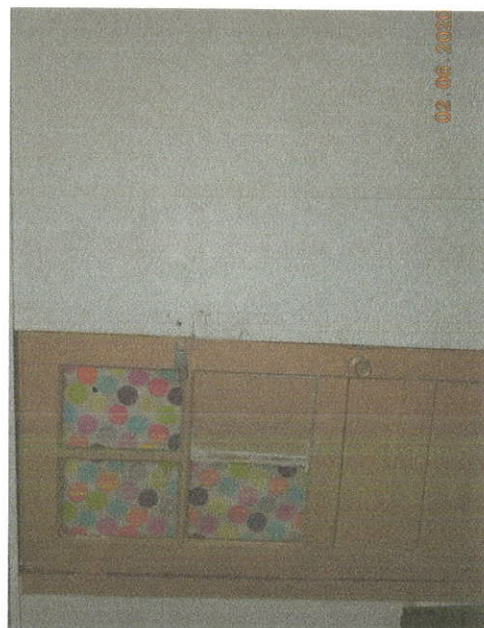


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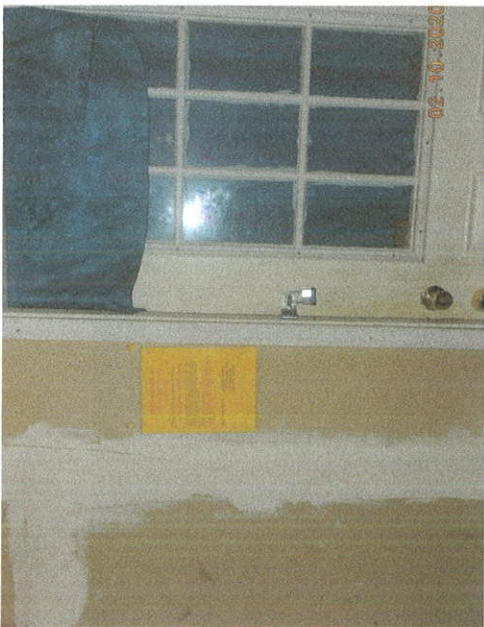
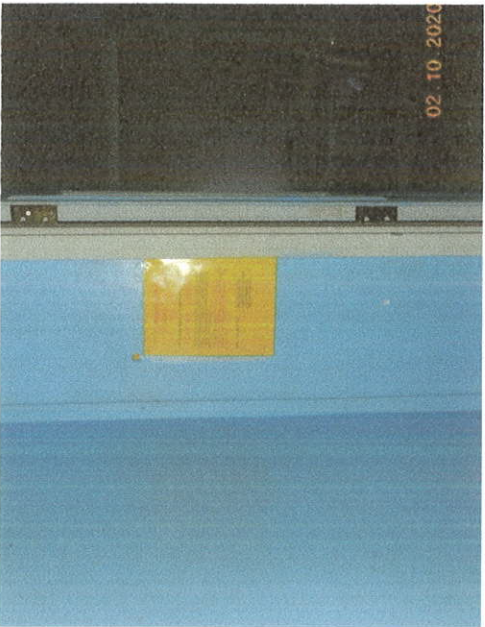
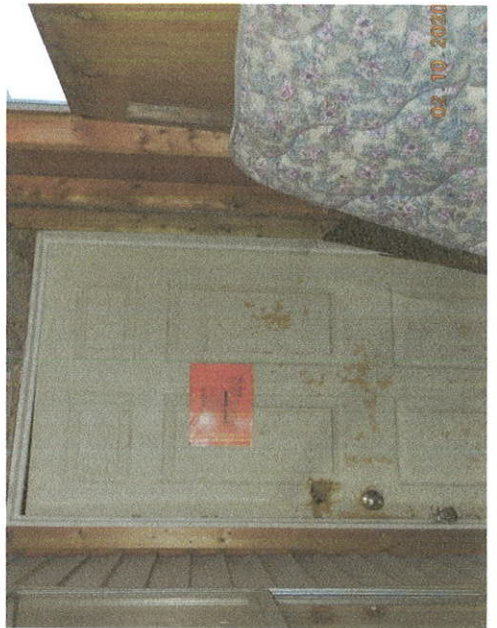
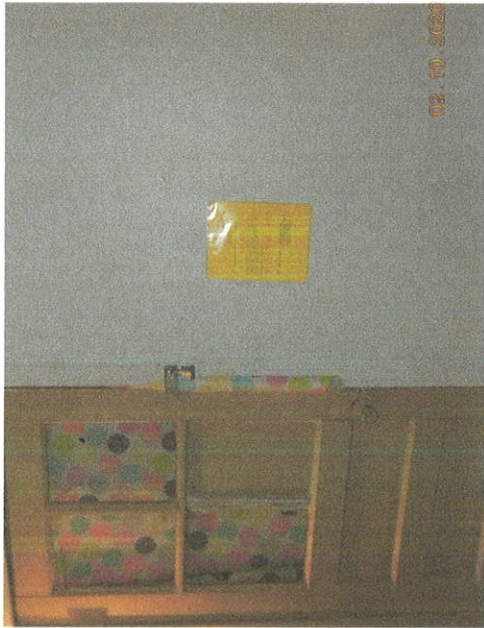
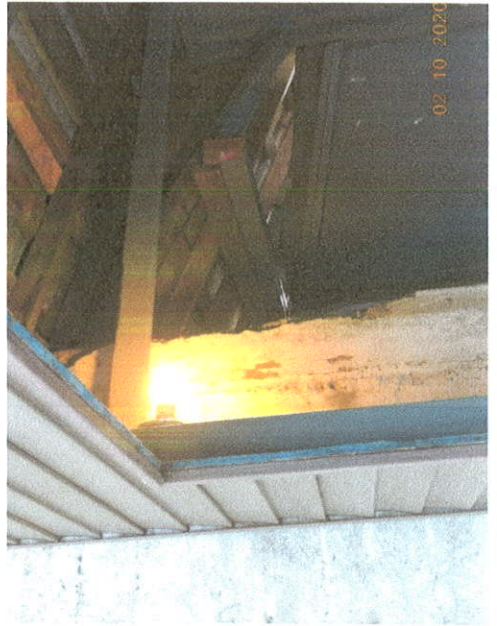
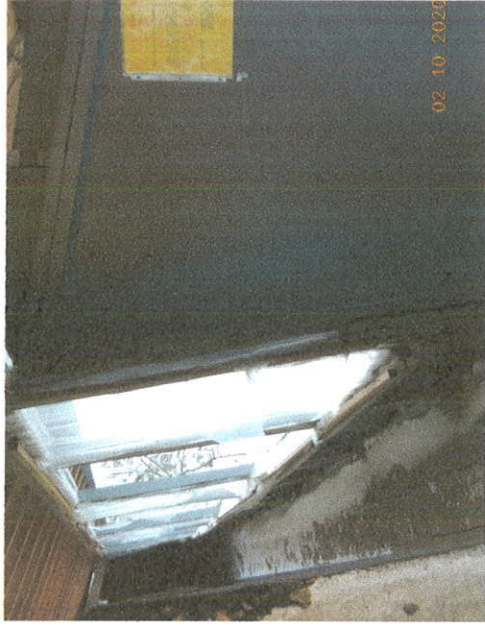




2-6-20



2-10-20



1/13/21



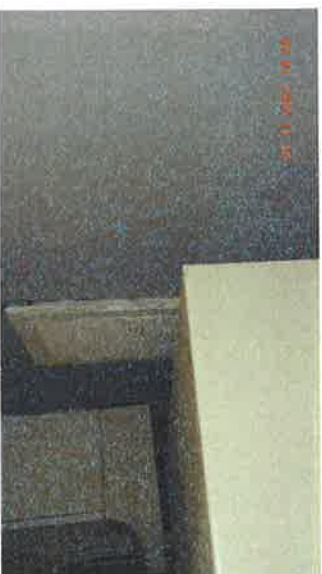
















Maine Revised Statutes
Title 17: CRIMES
Chapter 91: NUISANCES

§2851. DANGEROUS BUILDINGS

The municipal officers in the case of a municipality or the county commissioners in the case of the unorganized or deorganized areas in their county may after notice pursuant to section 2857 and hearing adjudge a building to be a nuisance or dangerous, in accordance with subsection 2-A, and may make and record an order, in accordance with subsection 3, prescribing what disposal must be made of that building . The order may allow for delay of disposal if the owner or party in interest has demonstrated the ability and willingness to satisfactorily rehabilitate the building. If an appeal pursuant to section 2852 is not filed or, if an appeal pursuant to section 2852 is filed and the Superior Court does not order, stay or overturn the order to dispose of the building, the municipal officers or the county commissioners shall cause the nuisance to be abated or removed in compliance with the order. [2017, c. 136, §1 (AMD) .]

For the purposes of this subchapter, "building" means a building or structure or any portion of a building or structure or any wharf, pier, pilings or any portion of a wharf, pier or pilings thereof that is or was located on or extending from land within the boundaries of the municipality or the unorganized or deorganized area, as measured from low water mark, and "parties in interest" has the same meaning as in Title 14, section 6321. [2017, c. 136, §1 (NEW) .]

1. Notice.

[2017, c. 136, §1 (RP) .]

2. Notice; how published.

[2017, c. 136, §1 (RP) .]

2-A. Standard. To adjudge a building to be a nuisance or dangerous, the municipal officers or county commissioners must find that the building is structurally unsafe, unstable or unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property.

[2017, c. 136, §1 (NEW) .]

3. Recording of the order. An order made by the municipal officers or county commissioners under this section must be recorded by the municipal or county clerk, who shall cause an attested copy to be served upon the owner and all parties in interest in the same way service of process is made in accordance with the Maine Rules of Civil Procedure. If the name or address cannot be ascertained, the clerk shall publish a copy of the order in the same manner as provided for notice in section 2857.

[2017, c. 136, §1 (AMD) .]

4. Proceedings in Superior Court. In addition to proceedings before the municipal officers or the county commissioners, the municipality or the county may seek an order of demolition by filing a complaint in the Superior Court situated in the county where the building is located. The complaint must identify the location of the property and set forth the reasons why the municipality or the county seeks its removal. Service of the complaint must be made upon the owner and parties in interest in accordance with the Maine Rules of Civil Procedure. After hearing before the court sitting without a jury, the court shall issue

an appropriate order and, if it requires removal of the building, it shall award costs as authorized by this subchapter to the municipality or the county. Appeal from a decision of the Superior Court is to the law court in accordance with the Maine Rules of Civil Procedure.

[2017, c. 136, §1 (AMD) .]

SECTION HISTORY

1965, c. 284, (RPR). 1967, c. 401, §1 (AMD). 1973, c. 143, §1 (AMD).
1979, c. 27, §§1-3 (AMD). 1997, c. 6, §1 (AMD). 2017, c. 136, §1 (AMD).

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--

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 9

SUBJECT

NEW BUSINESS: Goal Settings

INFORMATION

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to schedule a workshop for Goal Settings on _____.

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 10

SUBJECT

NEW BUSINESS: Davis Street Extension Discontinuance

INFORMATION

1) Memo from Dana Fowler, dated January

REQUESTED ACTION

Discussion only.



City of Presque Isle, Maine

The Department of
Public Services

Dana H. Fowler, P.E.

Email: dfowler@presqueisleme.us

MEMORANDUM

TO:	City Council and City Manager Martin Puckett
FROM:	Dana Fowler, Public Services Director <i>DF</i>
DATE:	January 27, 2021
RE:	Agenda Item: Discontinuance of a Portion of Davis Street

The City has been contacted by Chris Allen who has indicated that he is interested in acquiring the portion of Davis Street that is located easterly of Carmichael Street. See attached aerial photo. This portion of Davis Street abuts Mr. Allen's property (parcel 049-057-075) at 75 Davis Street, which is the former Cowett's Used Auto Parts business.

This section of Davis Street is gravel and dead ends at the railroad tracks, which is owned by the Bangor & Aroostook Railroad. Two driveways currently serve the Allen property on the north side of the street and there is one driveway to a parcel owned by McGillan, Inc. on the south side of the street.

This parcel (Davis Street) appears to have been purchased by the City in 1956, is currently owned by the City, and is a public way. The public way would have to be discontinued in order for Mr. Allen to use the property. Discontinuance is a legal process that is achieved by certain actions of the City Council. City Solicitor Rick Currier was contacted and has provided counsel on the process.

Public Works has reviewed the property and does not believe that this portion of Davis Street is needed for property access or storm water drainage. Two lots to the south of Davis Street also have road frontage on Carmichael Street and can be or are already accessed there. It is believed that there are water and sewer mains in this portion of Davis Street, so a utility easement would have to remain with the Davis Street property. The Presque Isle Utilities District has been advised of Mr. Allen's interest in the Davis Street parcel/right of way.

If the City Council does not wish to retain the property or right of way, the discontinuance of the public way will be initiated at a future council meeting. Mr. Allen has agreed to pay all associated legal costs for the discontinuance, parcel sale, and any damages that may be required to be paid to abutting landowners as part of the discontinuance process.



Davis St Extension

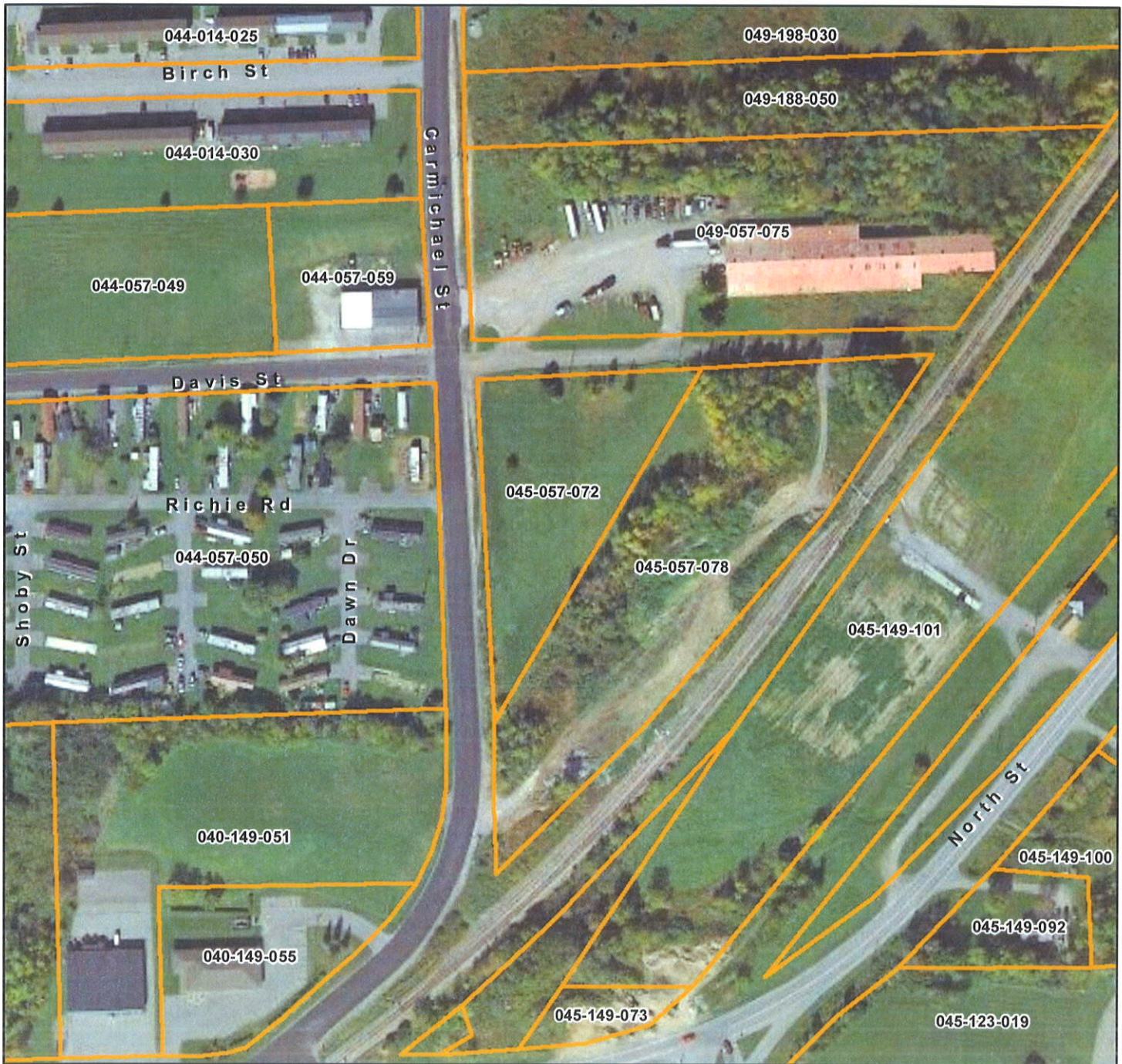
Presque Isle, ME



1 inch = 200 Feet



January 19, 2021



Street Names

Parcel Lines - Ortho

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 11

SUBJECT

NEW BUSINESS: Approve Budget Actuals 2020

INFORMATION

1) Memo from Brad Turner, dated January 26, 2021

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ that the City authorize the following departmental over-spending for 2020.

Fire Department - \$29,616

Public Safety Building - \$14,461

Utilities - \$3,455

Debt Service - \$3,653

Information Technology - \$4,800



City of Presque Isle, Maine

Finance Department

From the desk of:

Bradley Turner

Email: bturner@presqueisleme.us

MEMORANDUM

TO:	City Council
FROM:	Bradley Turner, Finance Director
DATE:	January 26, 2021
RE:	Request for Approval of 2020 Over-Spent Budgets

At year-end if any of the departmental budgets as approved by City Council are overspent, the City Council must act on these amounts. Based upon preliminary numbers for the year 2020, five departments have over-spent their budgets:

- **Fire Dept -- \$29,616;** Increase in supplies/small equipment, repairs and overtime. This was due to the expansion of the EMS services into additional areas that were unforeseen during the budget process.
- **Public Safety Building -- \$14,461;** An increase in repairs and maintenance to the building and the computer systems.
- **Utilities -- \$3,455;** This department was under budget until December when there was unforeseen expenses with the traffic lights.
- **Debt Service -- \$3,653;** This increase was due to the interest rate on the Tax Anticipation Note was higher than expected. The deposit rates and the interest rate on this money was pretty much the same so we made up for the additional costs with the increase in interest income.
- **Information Technology -- \$4,800;** This was due to additional computer repairs and maintenance due to upgrading our Trio Software to the Web version and unforeseen upgrades and additional hardware needed.

Based upon preliminary results of operations (Attachment A):

- *Expenses were \$671,082 below budget,*
- *Revenues were \$209,400 above budget, for a net of*
- ***\$880,482 below budget for the City Budget.***

Property Tax Revenue was \$78,245 above budget due to an adjustment to Deferred Revenue, **Overlay** was \$27,455 below budget and **BETE Reimbursement** was \$2,311 below budget resulting in an overall **net of \$984,540 that can be transferred into Surplus.** Preliminary 2020 Surplus Analysis is Attachment B.

These numbers are preliminary and unaudited; there may be additional adjustments but they should be minor.

Based upon the City's overall performance in 2020, it is my recommendation that the City Council approve those amounts that were over-spent by the individual departments.

BE IT RESOLVED BY COUNCILOR _____ and seconded by Councilor _____ that the City authorize the following departmental over-spending for 2020.

Fire Dept - \$29,616

Public Safety Building - \$14,461

Utilities - \$3,455

Debt Service - \$3,653

Information Technology - \$4,800

**CITY OF PRESQUE ISLE
GENERAL FUND BUDGET SUMMARY FOR 2020**

		Budget	Actual	Over/Under Budget
001	ASSESSING	\$ 190,768	\$ 179,401	(11,367)
002	PLANNING & DEVELOPMENT	164,124	160,363	(3,761)
003	FINANCE DEPARTMENT	348,199	333,948	(14,251)
004	FIRE DEPARTMENT	1,413,261	1,442,877	29,616
006	GENERAL GOVERNMENT	319,956	307,679	(12,277)
007	LIBRARY	397,683	365,445	(32,238)
008	POLICE DEPARTMENT	1,277,681	1,211,011	(66,670)
009	PUBLIC WORKS	1,995,083	1,855,120	(139,963)
010	RECREATION & PARKS	1,061,159	949,178	(111,981)
011	RESOURCE MANAGEMENT	82,136	73,604	(8,532)
012	SOLID WASTE	448,343	445,558	(2,785)
013	INDUSTRIAL COUNCIL	407,786	407,786	-
014	EMPLOYEE BENEFITS	2,247,761	2,011,172	(236,589)
015	PUBLIC SAFETY BUILDING	327,498	341,959	14,461
016	INSURANCES	159,912	151,017	(8,895)
017	UTILITIES	608,058	611,513	3,455
018	DEBT SERVICE	927,134	930,787	3,653
019	ECHO LAKE	7,215	7,215	-
020	UNCLASSIFIEDS	269,244	210,406	(58,838)
021	OUTSIDE REQUESTS	53,950	51,450	(2,500)
023	INFORMATION TECHNOLOGY	66,385	71,185	4,800
025	CITY CLERK	65,106	59,312	(5,794)
026	GENERAL ASSISTANCE	25,250	14,624	(10,626)
	CAPITAL RESERVE APPROPRIATIONS	1,387,319	1,387,319	-
TOTAL EXPENSES		\$ 14,251,011	\$ 13,579,929	\$ (671,082)
001	ASSESSING	131,405.00	101,405	(30,000)
002	PLANNING AND DEVELOPMENT	60,000	91,479	31,479
003	FINANCE	1,861,000	1,766,328	(94,672)
004	FIRE DEPARTMENT	1,155,372	1,248,529	93,157
006	GENERAL GOVERNMENT	-	-	-
007	LIBRARY	23,800	11,933	(11,867)
008	POLICE DEPARTMENT	97,835	107,187	9,352
009	PUBLIC WORKS	30,000	24,133	(5,867)
010	RECREATION & PARKS	381,900	185,315	(196,585)
012	SOLID WASTE	590,950	607,529	16,579
013	INDUSTRIAL COUNCIL	642,470	700,750	58,280
014	EMPLOYEE BENEFITS	5,000	10,659	5,659
016	INSURANCES	1,000	757	(243)
018	DEBT SERVICE TRANSFER	87,200	87,200	-
019	ECHO LAKE	6,936	6,137	(799)
022	AIRPORT	34,650	34,650	-
025	CITY CLERK	45,800	40,998	(4,802)
026	GENERAL ASSISTANCE	17,675	11,202	(6,473)
027	GENERAL FUND REVENUE	1,581,840	1,928,042	346,202
075	CAPITAL RESERVE TRANSFER	428,050	428,050	-
LESS: TOTAL REVENUE		\$ 7,182,883	\$ 7,392,283	\$ 209,400
NET CITY SPENDING BUDGET		\$ 7,068,128	\$ 6,187,646	\$ (880,482)
TIF		111,901	111,232	(669)
EDUCATION ASSESSMENT		6,281,135	6,281,135	(0)
COUNTY TAXES		792,561	792,561	-
TOTAL 2020 MUNICIPAL APPROPRIATION		\$ 14,253,725	\$ 13,372,574	\$ (881,151)
TAX REVENUE		12,947,907	13,026,152	78,245
HOMESTEAD REIMBURSEMENT		835,141	835,141	-
BETE REIMBURSEMENT		519,338	517,027	(2,311)
OVERLAY		(48,661)	(21,207)	27,455
		\$ 14,253,725	\$ 14,357,114	\$ 103,389
AMOUNT TO BE RETURNED TO SURPLUS			\$ (984,540)	\$ (984,540)

City of Presque Isle
Estimated General Fund Unassigned Balance (surplus)
As of December 31, 2020

Historically, the City has maintained a balance in Unassigned Fund Balance (Surplus) equal to 2 months (16.67%) of budgeted expenditures. In July 2009, the City adopted a Policy stating that this amount can be reduced to 12% if the balance in the Emergency Reserve is a minimum of 4% of budgeted expenditures.

Emergency Reserve Balance at December 31, 2019	\$ 2,394,640
4% of Budgeted 2020 Expenditures	<u>\$ 857,464</u>
Calculation of 2020 Surplus Requirement at 12%	
2020 Budgeted Expenditures	14,251,011
Add: SAD #	6,281,135
County Tax	792,561
TIF	<u>111,901</u>
Total 2020 Budgeted Expenditures	21,436,608
	12%
MINIMUM SURPLUS REQUIREMENT PER POLICY	<u>\$ 2,572,393</u>
General Fund <i>Unassigned Fund Balance (Surplus)</i> at 12/31/2020	\$ 4,065,429
Estimated variance above policy	<u>\$ 1,493,036.04</u>

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 12

SUBJECT

NEW BUSINESS: Tax Acquired Properties for Bid

INFORMATION

1) Memo from Martin Puckett, dated January 26, 2021

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ that the City set the minimum bids on Tax Acquired Properties:

22 Allen Street
28 Elm Street

The Office of the City Manager
Martin Puckett
Email: mpuckett@presqueisleme.us
MEMORANDUM

TO:	Honorable City Council
FROM:	Martin Puckett, City Manager
DATE:	January 26, 2021
RE:	Tax Acquired Properties

Council, we currently have two properties for consideration:

Property 1:

28 Elm Street: .39 acres, vacant corner lot. Land assessment is \$18,300 for the double lot.

Property was given back to the City of Presque Isle. The PIFD burned the building, the foundation remains. There are no outstanding taxes on the property. The total abatement that was made on 2/2020 totals \$2215.00.

There have been multiple parties interested in this parcel and there has been an offer of \$2,000 made by an abutter.

Property 2:

22 Allen Street: .19 acres, vacant residential home. Net assessment for land and building is \$78,200. Outstanding Taxes: \$5,533.27. The foundation does need some repairs.

Possible motion: that the City set the minimum bids on

28 Elm Street for \$_____

And 22 Allen Street for:\$_____



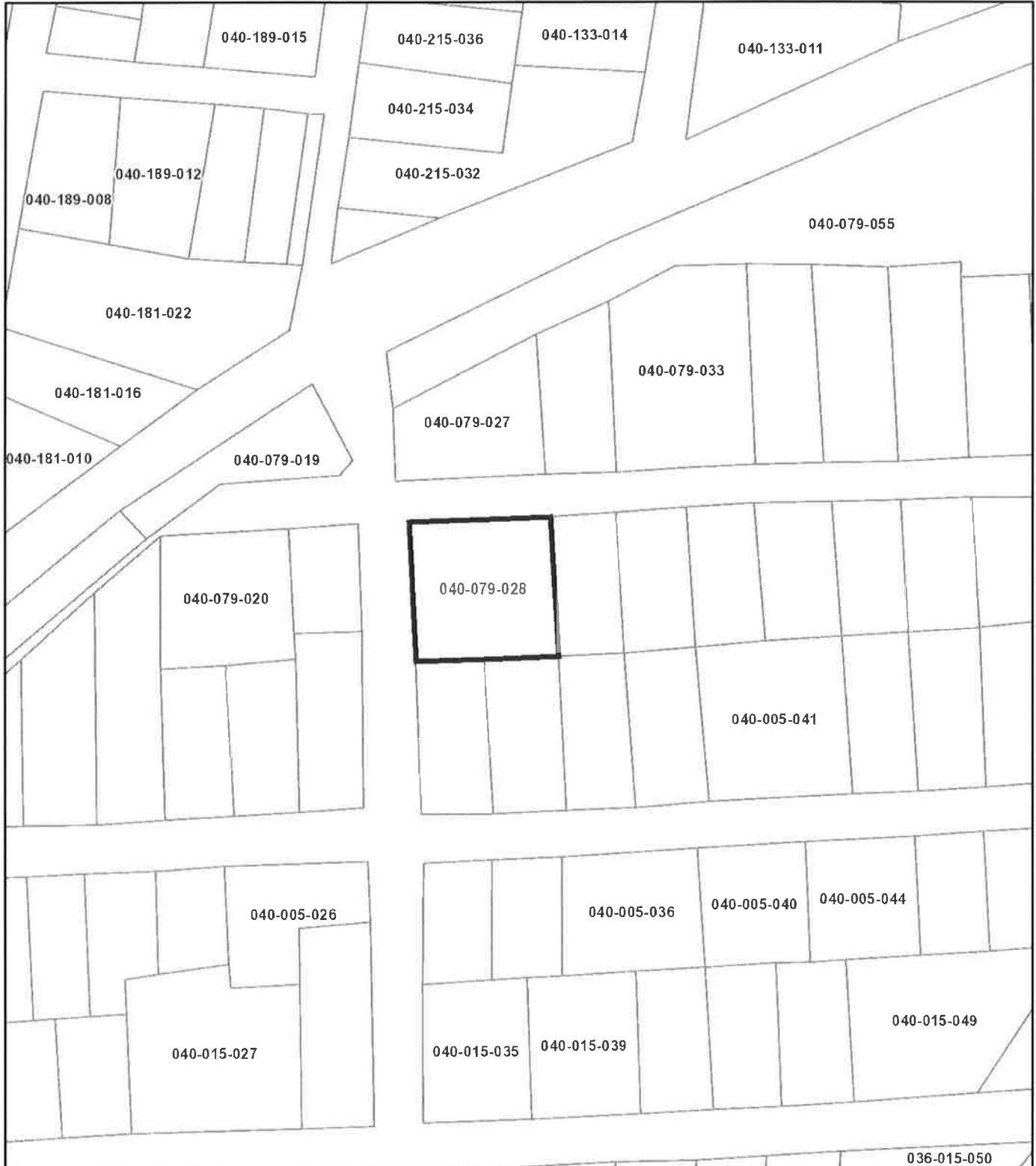
28 Elm

Presque Isle, ME

1 inch = 129 Feet



January 28, 2021



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Property Card: 22 ALLEN ST
Presque Isle, ME



Parcel ID: 040-005-022

Owner: WHITE, TINA K

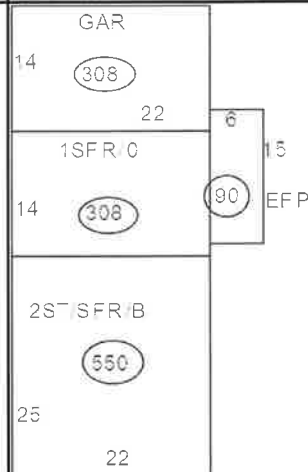
Co-Owner:

Mailing Address: 189 ACADEMY STREET, APT 1
PRESQUE ISLE, ME 04769-3188

General Information

Structure Number: 1
Physical Location: 22 ALLEN ST
Acreage: 0.19
Year Built:
Land Value: \$16,400
Building Value: \$61,800
Total Value: \$78,200
Exemption Amount: \$0
Net Assessment: \$78,200

Building Sketch



PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 13

SUBJECT

NEW BUSINESS: Forum HVAC Upgrade RFQ

INFORMATION

- 1) Memo from Martin Puckett, dated January 26, 2021
- 2) RFQ from Mechanical Services, Inc

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to approve to select Mechanical Services, Inc. for the Forum Heating System project.



The Office of the City Manager
Martin Puckett
Email: mpuckett@presqueisleme.us
MEMORANDUM

TO:	Honorable City Council
FROM:	Martin Puckett, City Manager
DATE:	January 26, 2021
RE:	RFQ for Forum Heating System

Over the past few years we have discussed how to move forum heating project forward. We discussed having the system engineered and then put out to bid or selecting a contractor to do a design build. After discussions with the council, it was determined the best option was to do an RFQ to select a contractor with experience and do a design build.

The city advertised for an RFQ for the Forum heating system that closed on January 25, 2021. One company responded by the deadline, Mechanical Services, Inc. We did receive an RFQ from ABM Mechanical on the 26th, but it was past the deadline.

Mechanical Services Inc. has experience with ice arenas:

Norway Savings Arena

Waterhouse Center

Mid Coast Recreation Facility

Cross Insurance Arena

Travis Roy Arena

William B. Trobh (Portland) Ice Arena

There is \$250,000 in reserves for this project.

I recommend selecting Mechanical Services, Inc. for the Forum Heating System project.



RESPONSE TO REQUEST FOR QUALIFICATIONS

JANUARY, 2021



**MECHANICAL
SERVICES, INC.**

MAINE CONTROLS
mechanicalservices.com



**MECHANICAL
SERVICES, INC.**

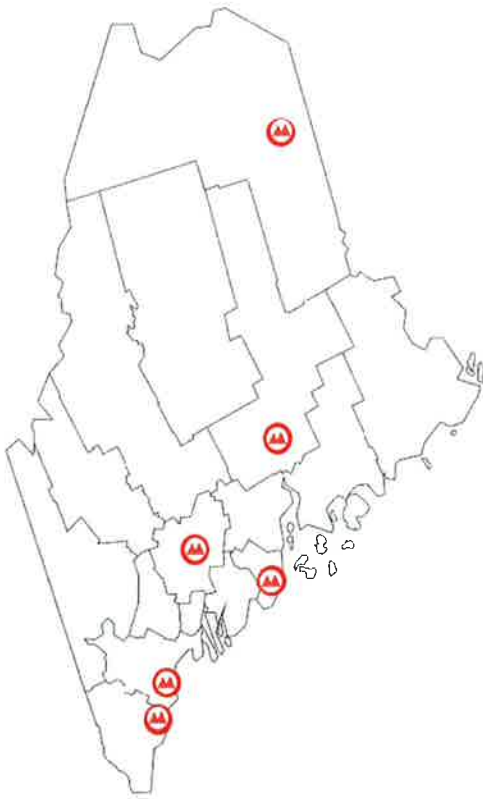
MAINE CONTROLS
mechanicalservices.com

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ABOUT MECHANICAL SERVICES

Mechanical Services is an award-winning organization based in Maine that provides innovative energy and infrastructure solutions, some of which are self funding, for a broad range of customers including municipalities, local and state government agencies, K-12 schools, colleges and universities, hospitals, airports, and the Federal Government. Mechanical Services has implemented well **over 1000 energy efficiency and facility infrastructure improvement projects** in Maine. Mechanical Services, Inc. is headquartered in Portland, Maine, with a local office in Presque Isle, Maine.



Mechanical Services, Inc. has been servicing commercial, industrial, and municipal communities since 1957. Our expertise is in the installation, maintenance, service and control of commercial heating, Ventilation and air conditioning equipment and systems. With offices in Portland, Augusta, Bangor, Rockland and Presque Isle, Mechanical Services, Inc. is strategically located to quickly and efficiently respond to the needs of our customers.

Maine Controls, our Energy Management division, is an Independent Field Office for Distech Controls and Schneider Electric Controls for the entire State of Maine. Maine Controls has been providing, installing and servicing Automatic Temperature Controls and Energy Management Systems since 1983. We provide control systems that are non proprietary for our clients.

We are a Maine Corporation paying taxes to local communities and the State of Maine. We have over 100 skilled professionals with experience in various trades and capacities, including three (3) Maine Professional Engineers.


We have more than sixty-five (65) field service technicians, many of whom are military veterans and current reservists, who are available to be dispatched 24-hours a day 365 days a year, from our main office in Portland and our branch locations in Augusta, Rockland, Bangor, and Presque Isle. Our employees are your neighbors and friends. We are part of your community.



Mechanical Services, Inc., has received many prestigious awards from Efficiency Maine including the “Most Completed Energy Reduction Projects”, “Largest Mechanical Energy Reduction Project” and “Best Commercial Contractor for Energy Reduction”.

Mechanical Services, Inc., has pioneered many energy reduction state-of-the art systems, including high efficiency low O2 boiler systems with advanced combustion controls, geothermal heat pumps, air-to-air heat pumps, solar, seawater heat pump systems, and ultra efficient refrigeration systems. We were the first company in Maine to design and build a compressed natural gas facility.

One of our staff members was on the original team that developed O2 trim for furnaces and boilers and designed the first high temperature, low emissions burners.



OTHERS MAY TALK
ABOUT SAVING
ENERGY, MECHANICAL
SERVICES, INC. AND
MAINE CONTROLS HAVE
A PROVEN TRACK
RECORD OF
DELIVERING ENERGY
SAVINGS AND
REDUCING COSTS FOR
OUR CLIENTS.

Our controls division, Maine Controls, develops connected technologies and solutions to manage energy and processes in ways that are safe, reliable, efficient and sustainable. We are committed to innovate solutions that address balancing our planet’s carbon footprint and supporting efficient use of resources. We use technologies that will transform the places where we live, work, and play. We deliver solutions empowering clients to do more with less. Mechanical Services, Maine Controls have significantly reduced energy consumption, operational costs and greenhouse gasses in thousands of facilities.

Mechanical Services, Inc., was instrumental in the concept and installation of a HVAC thermal exchange system that won the prestigious 2013 AASHE (Association for the Advancement of Sustainability in Higher Education) Smart and Sustainable Campuses award.

Mechanical Services, Inc. has partnered with Autoflame Combustion Management, winner of many national and international awards including the Intel award for technology, Limpsfield burners who design and engineer the world’s most efficient burners.



The goal of Mechanical Services, Inc. is to provide systems that are

- Reliable
- Adequate in capacity
- Financially efficient
- Energy efficient

The following are some of the expert services that Mechanical Services, Inc. can provide for you:

- 24 hours per day, 365 days per year emergency response
- HVAC system design, installation, service, and repair
- Preventive Maintenance programs and Preventive maintenance agreements
- Project management
- Building environment control design, installation and service
- Energy Management System design, installation and service
- Self funding building upgrades and energy reduction projects
- Commissioning and Retro-commissioning services

We can provide Schneider Electric, Invensys, Robertshaw, t.a.c., Distech, Siemens and Honeywell control components. We are a:

- Representative of Webster Engineering and Manufacturing (oil & gas burners)
- Representative of AUTOFLAME Combustion Management Systems
- Representative of Limpsfield burners
- Representative of BKBD Ultra High Efficiency Boilers
- Representative of Superior Boiler Works
- A.O. Smith certified service
- Certified to install and maintain various equipment from several manufacturers

Membership and Affiliations

Efficiency Maine Qualified Partner

American Society of Heating Refrigeration and Air-Conditioning Engineers

Maine Air Quality Council

Maine Energy Marketers Association



Educational Plant Maintenance Association of Maine

National Safety Council

Safety Council of Northern New England

Associated Member Maine Manufacturers Association

Presque Isle, Maine Trusted Partner

Mechanical Services characterizes itself as a *company that customers trust*, with a dedicated focus on building long-lasting and trusting relationships and producing superior results that exceed our customers' expectations. Our record of success, corporate culture and values reflect those of a company that understands the importance of each customer and the partnership required to successfully implement a project. We design projects and install equipment based on the value to our customers.

Our Commitment

Mechanical Services is committed to conducting business safely and ethically while supporting the communities where we operate. We strive to instill trust and confidence in our client and community relationships. To protect the integrity of our relationships, we expect our subcontractors, suppliers and vendors to share our commitment to safe and ethical conduct. As a customer-focused company, the development of long-lasting and trusting relationships is the foundation of our business.

Our business model upholds our commitment to giving back to our customers' communities and progressively partnering to promote local economic growth, job creation, education, and environmental stewardship. Mechanical Services, Inc.'s commitment to community's includes working with local vendors and subcontractors; establishing scholarships and internships; preparing tomorrow's workforce through education and leadership development through programs such as STEM (Science, Technology, Engineering and Math) and FIRST (For Inspiration and Recognition of Science and Technology).

Focused on Sustainability

Through the implementation of comprehensive solutions Mechanical Services, Inc. helps reduce carbon footprints and promote sustainability, energy efficiency, and environmental conservation. Mechanical Services, Inc. has reduced its customers'



carbon footprint by over 55,000 metric tons of carbon dioxide. Which, over the next decade, is equivalent to one of the following:

- Removal of emissions equivalent to over 475,000 cars
- Planting over 603,000 acres of forest
- Creating enough energy to power more than 51,000 homes

Our teams deploy cutting-edge technologies that reduce energy costs and address the core needs of our clients. The demands of being environmentally conscious means we are implementing more renewable energy and “green” solutions within all of the market sectors we serve.

Our written response provides insight into Mechanical Services, Inc. as a company, our work ethic, integrity, determination, and our company “personality.” Mechanical Services, Inc. has been successful in implementing customized projects of all sizes and we are regionally recognized as delivering superior quality projects that exceed customer expectation for performance.

This proposal contains projects that are representative of the many satisfied Mechanical Services, Inc. customers in our portfolio. We have selected these projects because they represent a cross section of customers that represent the foundation of Mechanical Services’s customer base and had similar projects as the proposed HVAC Upgrade at the Presque Isle Forum.

We provide our clients with a project cost, but we will invoice for this project on a price structure negotiated between Mechanical Services, Inc., and The City of Presque Isle, where we agree on a mark-up schedule for materials and subcontractors and our labor rate. We will share all of our material, and subcontractor invoices and our technician service reports which indicate time on the project each day.

Ice Arena Experience

Mechanical Services, Inc. has a great deal of experience with ice areas including providing service and maintenance at the Norway Savings Arena, Waterhouse Center and Mid Coast Recreation Facility as well and Building Management Controls for the Mid-Coast Recreation facility, The Cross Insurance Arena, Travis Roy Arena and the former



Portland Ice Arena. In addition to service and maintenance we have also participated in engineering studies at ice arenas for combined heat and power (CHP) systems utilizing the waste heat for either space heating or domestic water heating.

OUR APPROACH

Mechanical Services, Inc. takes a holistic approach when evaluating a HVAC system. We are always considering how a component or one piece of equipment can affect the operation of the entire building.

Design and Development

Each project begins with a site evaluation and review of the new or existing building documents. Heating and cooling load calculations are performed using computerize software which takes into account the building structure, required ventilation and exhaust rates, number of people in the space and building occupancy schedule. As part of the system evaluation and proposal all Efficiency Maine incentives and product rebates are considered before selecting the most appropriate project for the client. During the new system design weekly meetings take place with the buildings' owner and operators to ensure everyone understand the facility needs and the new system meets the owners objective, while being energy efficient. Once the system design is completed, mechanical construction plans will be developed and will go through our in house peer review from licensed professional engineers.

Documentation and Pre-Construction

Once the design has been finalized, new equipment performance is outlined and itemized data is issued to vendors for pricing. After equipment pricing has been received the engineer selects the proposed equipment with consideration to upfront cost and operating energy efficiency. A detailed schedule is then established based on the equipment lead time and estimated installation time. Purchase orders are issued for the equipment and detailed equipment submittals are reviewed prior to the release of the equipment order.

Construction and Closeout

During the installation process weekly updates are provided to the customer on the progress of the installation project and a two week look ahead is provided to the client to



coordinate use of certain areas of the building which will be under construction and facilitate coordination with other trades. Throughout the project, the project manager and engineer will make site visits to review the work performed and review upcoming work and the progress schedule. At the completion of the project a site walk through is performed with the engineer and the client to ensure that all areas of the installation meet the customers' satisfaction. With the acceptance of the project completion a set of installation and operation manuals will be provided to the customer.

Service After Construction

In addition to our installation capabilities Mechanical Services, Inc. prides itself on providing superior service to our customers. Our installation are always designed and installed with service in mind. At the completion of our installation project most customers enter into a preventative maintenance contract to ensure that their investment in new equipment is properly maintained and operating at peak performance for years to come. In many cases with the assurance that Mechanical Services Inc. is maintaining the equipment the initial warranty on the installation project can be extended as part of the service agreement.

Ice Rink Considerations

We would evaluate several potential systems that would be suitable to heat the forum, taking into account that for part of the year the building is an ice arena. One of the most efficient ways to provide heating and dehumidification for an ice rink is through the use of a Desiccant Dehumidifier. Desiccant Dehumidifiers use less airflow and consume less energy compared to a "cold coil" dehumidification system. There may be also an opportunity to use the chilled water that serves the ice rink to provide air conditioning through the use of a chilled water coil incorporated in the dehumidifier.

A package dehumidifier can also provide ventilation air for the ice rink. Minimum ventilation rates shall be based on the design requirements as specified by AHRAE 62. Through the building control system we shall also incorporate demand control ventilation using pollution detectors to monitor ventilation use. Allowing for increased ventilation during and after ice resurfacings.



Office and Common Area

HVAC System:

We would also review whether it is possible to reclaim heat from the ice rink chiller to provide or supplement hot water for heating the office area, and locker rooms or domestic hot water. The hot water supply loop temperature shall be reset based on outdoor air temperature to provide further energy savings.

We would also look at how to efficiently air conditioning any areas that the client requests.

We will also evaluate appropriate ventilation systems, air to air energy recovery units, and exhaust systems in accordance with ASHRAE 62.1, standards ventilation and indoor air quality. Air to air energy recovery system use the exhaust air to preheat the ventilation air through the use of a heat transfer core to provide energy savings.

Building Automation System

We would consider the benefits of a new Building Automation System (BAS) consisting of a non-proprietary platform with either BACnet MS/TP or I.P. controllers picking up equipment throughout the building. The system would be capable of providing integrated control, supervision, data logging, alarming, scheduling and network management via a windows based graphical view of the BAS through any web browser. This would allow for remote access capability as well as text and/or email notifications of any system alarms.

With the BAS we shall take advantage of energy savings strategies such as resetting of the supply water temperature (both for the hot water heating and the air systems) based on outdoor air temperatures. Implement building schedules for HVAC equipment as well as lighting control (interior and exterior) based on facility schedules and individual room occupancy.

Additional Energy Savings Considerations

Additionally, through the design process Mechanical Services, Inc. will investigate the opportunity and energy savings associated with solar hot air systems and solar hot water systems.

We would also review whether or not ice rink heat pumps would be applicable to your building.



Solar hot air could be an option to temper the ventilation air being supplied to the building. Mechanical Services, Inc. has experience with solar hot air including the installation of the solar wall at the Augusta Civic Center. The 4,650 square foot solar air heating system provides 30,000 cfm of heating ventilation air to the auditorium. At the time of installation in 2013 the Augusta Civic Center project was the largest solar hot air wall in the State of Maine.

Solar hot water could also be considered to supplement the domestic hot water needs for the locker rooms or for the hot water needed for ice resurfacing. On average domestic hot water and hot water for ice resurfacing accounts for 7% of the energy use for an ice arena. Mechanical Services, Inc. has experience with service and installation of solar hot water manufacturers including EOS and Viessmann.

Additionally, consideration could be given to a propane gas fired combined heat and power (CHP) unit. CHP utilized a gas fired generator to provide electrical power to the building at a reduced electrical cost while allowing for the waste heat from the engine to be reclaimed and used for space heating, domestic water heating, or even chilled water through the use of an absorption chiller. An added benefit of the installation of a CHP system is that the CHP unit also functions as a generator. In the event that power is lost to the building, the CHP system could still provide power to critical components and avoid loss of the ice surface during a power outage.



EXPERIENCE WITH DESIGN BUILD PROJECTS – RENOVATIONS TO HVAC

Ice Arena Experience

Mechanical Services, Inc. has a great deal of experience with ice areas including providing service and maintenance at the Norway Savings Arena, Waterhouse Center and Mid Coast Recreation Facility as well and Building Management Controls for the Mid-Coast Recreation facility, The Cross Insurance Arena, Travis Roy Arena and the former Portland Ice Arena. In addition to service and maintenance we have also participated in engineering studies at ice arenas for combined heat and power (CHP) systems utilizing the waste heat for either space heating or domestic water heating.

installation of a deration tank, all high pressure steam piping, electrical power wiring, breeching work, insulation work, rigging work, carpentry, and start up services. The project also included coordination and installation of all chemical treatment equipment for the new heating boilers.

RSU 57

Participated in a two year, four million dollar School Mechanical Renovation project in southern main that consisted replacement of three heating boilers, 191 classroom fan coil units, 43 rooftop units, installation of fifteen (15) Microprocessor controlled dual fuel (propane gas and #2 fuel oil) power burners on cast iron forced water heating boilers, and eight (8) propane domestic water heaters. This included design, selection, installation, and commissioning of the new equipment. We also provided general contracting services that included suspended ceiling modifications, flooring, and trim work to accommodate 191 replacement classroom units. Services included the installation of propane tank farms a seven locations at this particular school district.

BIW Hardings Plant

Installation of a new high pressure steam boiler plant for a major government contractor fabrication facility in Southern Maine. This included sizing and selection of a new high pressure fire tube steam heating boiler, a high efficiency dual fuel (natural gas and #2 fuel oil) burner with Microprocessor Controls and fuel gas recirculation, conversion of an existing Cleaver Brooks to Microprocessor Controls, installation of a new condensate surge tank,



Ducktrap River of Maine

Design and installation of 200 tons of custom industrial refrigeration equipment for food processing. The new system included a low temperature chilled water plant, clean room processing equipment, blast freezer down to -40 F, custom three temperature hot water recovery system and a full automation system.

Mercy Hospital Westbrook

Installation of a low pressure steam plant in Medical Office building to take the place of high pressure steam line from a remote supplier. This project included all required Engineering Services required to size and select the new heating boilers, boiler feed tank, Microprocessor control natural gas burners, coordination with the natural gas supplier, chimney installation, welded steam and condensate piping, boiler feed system, electrical power wiring, and building wide energy management system upgrade.

Sugarloaf Hotel

Installation of a 4 pipe heating and cooling system, new chiller and a new building automation system for a 140 guest room hotel and banquet center.

Northern Light Hospital

Demolished the existing boiler plant chimney, provided engineering for a chimney and base in a new location, and erected a new steel chimney. Installed three high efficiency Limpsfield burners which reduced fuel consumption by 10% and installed a new boiler plant deaerator.

Ballard Center

Installation of a new 250 BHP boiler and a 325 ton chiller and a new building automation system for a 300,000 square foot office building.

NOAA Caribou

Installation of advanced air to water heat pumps and free coolers to provide tempered water to the building heat pump loop system to heat and cool the building. Our design enabled the entire building to be a zero emissions facility.

Garland Manufacturing

Installation of a closed circuit fluid cooler for process cooling at manufacturing facility in Southern Maine. The fluid cooler was installed inside of the building, requiring the services of a roofer to remove a 20 foot x 40 foot section of the roof to allow for the removal of the existing fluid cooler and setting the new fluid cooler in place. This work



included all required piping modifications, installation of all required ductwork to construct an intake plenum and a discharge plenum that draws 100% outside air through the fluid cooler when in operation. As this was a manufacturing facility, the cooling process could not be interrupted, so a temporary chiller was provided and tied into the process loop to maintain cooling for the process loop.

Evie Cianchette Block

Installation of a closed circuit fluid cooler and high efficiency condensing boiler in an office building formally heated and cooled by an open well geothermal system. The wells of the geothermal system had failed, requiring the installation of a high efficiency gas fired boiler and a closed circuit fluid cooler to provide for the cooling and heating needs of the facility. This project included all required engineering and design for sizing and selecting of the new equipment. This project involved significant piping modifications to accommodate the new boiler and fluid cooler while the building was occupied in use. It also involved coordinating with a structural engineer to provide steel structure to accommodate the new fluid cooler. This included all required piping work, electrical work, roofing work, rigging work, automated controls, start up and training.

Presque Isle Mall

Replacement of eight 20 ton packaged gas/electric rooftop units with high efficiency units. At the time this was the largest Mechanical Energy Reduction Project undertaken in the State of Maine.

Bates Bonney Science Center

Installation of a new open protocol control system under a Niagara N4 platform integrating with Antec Laboratory Controls and Aircuity air monitoring systems.

CMMC

Installation of a high pressure steam system deaerator for a major Hospital in Central Maine. This included establishing the infrastructure to connect a temporary deaerator into an operating high pressure steam plant without disrupting steam service to the hospital. Installing a new permanent deaerator including all required steam piping modifications, condensate piping modifications, city water piping, electrical power wiring, controls, and operational support.



MANAGING PROJECTS – MEETING DEADLINES AND SCHEDULE

Mechanical Services, Inc. takes pride its ability to work closely with all partners in the development and implementation of projects to ensure that the projects meet specified deadlines and remain on schedule. The projects listed above all under EXPERIENCE WITH DESIGN BUILD PROJECTS had firm deadlines which were met in accordance with the original schedules.

IN-HOUSE DESIGN AND PLANNING

Mechanical Services, Inc. has three (3) Registered State of Maine Professional Engineers on staff that have extensive experience with design, procurement, and installation of major HVAC projects. In addition, Mechanical Services, Inc. has three junior mechanical engineers on staff that are in charge of design, procurement and installation of HVAC projects.

In our 63 plus years, Mechanical Services, Inc. has had an extensive track record with working with Municipalities, Schools, and Businesses in development of design build projects ranging from simple unit change outs to complete HVAC systems. Our engineers are familiar with AutoCad and several engineering software programs to aid in the design and selection of HVAC equipment. We work with a number of major manufacturer's representatives to properly select equipment for our HVAC projects. Our Engineers work closely with our service department, subcontractors, and the client to establish a work schedule that fits the needs of each particular project.

IN-HOUSE PROJECT ESTIMATING

Mechanical Services, Inc. has a team of experienced and qualified professionals who are involved throughout the initial development of projects such as the HVAC Upgrade at the Presque Isle Forum. These professionals work to establish the scope of work in estimating the cost to install the project. The team consists of our three (3) Registered Professional Engineers on staff that have extensive experience with design, procurement, and installation of major HVAC projects as well as our three junior mechanical engineers on staff that are in charge of design, procurement and installation of HVAC projects.



When the work is outside of the wheelhouse of our trained HVAC professionals on staff, Mechanical Services, Inc. works with a number of qualified professional subcontractors throughout the state to develop these estimates.

SCHEDULING AND COST CONTROL METHODS

Mechanical Services, Inc. works with the owner, our service department, our suppliers, and any subcontractors to develop a work schedule. We will obtain firm pricing with lead times from all suppliers on major equipment during the estimating phase to ensure we have accurate pricing for all materials and equipment prior to the start of the project. Additionally, Mechanical Services, Inc. works with both state and local code officials to determine if any special requirements are necessary during the estimating phase of the work.

For any work that is to be completed by a subcontractor, Mechanical Services, Inc. obtains firm pricing from any subcontractors and we ensure that the performance of their work is in accordance with our design and timeline.

Mechanical Services, Inc. and the facility staff will meet and review the project, cost, scope and payback. A spreadsheet will be developed and reviewed with the client prior to the submission and approval of the final proposal. The final project proposal is the summary of the input from the facility staff and municipal leaders combined with recommendations from Mechanical Services to obtain the best project possible for Presque Isle's Forum Heating System Upgrade.

Lastly, Mechanical Services, Inc. will have a qualified representative onsite to manage the day-to-day progress to ensure the work is completed in a timely manner with a high level of quality and professionalism that we all expect.

Overview of Project Sequence

Upon decision to move forward with the project, Mechanical Services, Inc. would engage the project team within two weeks to formalize the details of the project and discuss equipment selection and design. This phase would lead to the development and delivery of stamped drawings, which will be done at Mechanical Services, Inc. and stamped by a licensed State of Maine professional engineer for the system layout



EVIDENCE OF COST SAVINGS AND PAYBACKS

Mechanical Services, Inc. and Maine Controls are Qualified Partners with Efficiency Maine. We shall work with the City of Presque Isle in submitting any applicable applications for Efficiency Maine Incentives. We shall work with our vendors to provide the highest of level of efficiency for new equipment as practical, while making every attempt to ensure the longevity and ease of service of the equipment selected for this project.

MECHANICAL SERVICES STAFF

Leading Expertise

The Mechanical Services team is comprised of certified and licensed professional engineers, project managers, and energy and operations specialists, and strong business leaders that bring exceptional expertise and proven results in developing and implementing comprehensive design, construction, and energy infrastructure projects. We build integrated teams of specialists based on the requirements of each project, working in concert with each customer to plan, price, design, and implement the most valuable, cost-effective, and efficient results.

Mechanical Services brings proven expertise in the design and construction of innovative energy efficiency and onsite energy generation projects of varying complexity and size. Mechanical Services' comprehensive solutions include engineering & design-build, project development and implementation, operations & maintenance services, facility audits, facilitating project financing, and measurement and verification of savings.

The following are licenses and certifications that Mechanical Services, Inc. has to offer:

- Maine State Oil Burner and Solid Fuel Licenses 1-6 light and Heavy oil
Licensed Solid Fuel Technicians.
- CFC certificates for safe and legal handling of refrigerants
- Maine State Gas Appliance and Gas Burner Licenses
- Maine Professional Engineer
Licensed Master Plumber
Certified Back-Flow Preventer Test Technicians.
- Maine State Electrical Licenses
Licensed Maine Stationary Engineers.
In-house software engineers
In-house energy system programmers



Project Supervisor: Chris Green

Christopher P. Green, President / CEO

Chris began his working career in the building and electrical trades. He attended Marine College and worked as an Engineer with Exxon International. After leaving Exxon Chris worked in research and development primarily for the US Department of Energy developing energy saving solutions over a wide range of projects. Chris was a prime participant in the commercial development of products including low NOX and low emission burners, O2 trim systems for combustion applications, high temperature, ceramic heat exchangers and high-efficiency forging furnaces. Research projects included work for the Department of Energy, US Navy, the Department of Commerce, Cleaver-Brooks, Inc., and Ruston Turbines.

Chris joined Mechanical Services, Inc., in 1984 specializing in various corporate administrative responsibilities, including sales, engineering, and finance. Chris became President of Mechanical Services, Inc., in 1995 and since then has guided Maine's largest mechanical service and control company in providing energy reducing, innovative, and preventive maintenance solutions for Maine's commercial, industrial, local, State and Federal government and private facility owners and managers. He has supervised multi million dollar projects.

Senior Project Engineer: Erik Norman

Erik Norman, P.E. Engineering Manager

Project Engineer and Engineering Manager at Mechanical Services, Inc., 1998 to present. Graduate of the University of Maine's Mechanical Engineering Technology program in 1997 with a BSMET degree. Passed the State of Maine Engineer's in Training Exam in the spring of 1997. Professional Engineer, State Of Maine, P.E. #14222. Worked as an engineering intern with the Department of Energy's Industrial Assessment Center at the University of Maine from 1996 to 1997.



Project Engineer: Jeff Armstrong

Jeff Armstrong P.E

Jeff has over 35 years of experience in HVAC/Refrigeration design and installation of mechanical & electrical systems. Jeff is a local engineer with whom we have worked with for over 35 years. Jeff will provide local engineering support when required on this project.

After graduating from the University of Maine at Orono in 1978 with a Bachelor of Science in Mechanical Engineering, Jeff has worked in a variety of positions across the State of Maine. Most recently, Jeff has owned his own company located in Fort Fairfield, Maine.

PRESENT LICENSING:

- Professional Engineering License, Maine #5372
- Professional Engineering License, New Brunswick #L2534
- Master Plumbing License, Maine #2508
- Electrician License, Maine #12822
- Solar Systems Installation Certificate #SL90871
- Sprinkler State of Maine License #RMS 508

Project Engineer: David Clay

David Clay, P.E.

Dave has over 25 years of service with Mechanical Services, Inc., specializing in HVAC and Energy Services for commercial, industrial and institutional applications.

- BS Mechanical Engineering, Northeastern University, 1986 Licensed Professional Engineer, State of Maine, P.E. #8470.
- AEE Certified Energy Manager #14118.
- Maine Certified Solar Installer #SL90000777.
- AEE 5-Day Comprehensive Certified Energy Manager Training- 2009
- Efficiency Maine Energy Auditing 101 Training Course-2006
- ASHRAE Maine Chapter President 2001-2002, Board Member 1998-2008.
- Energy Management System Training and Certifications including Niagara, Tridium, Lonmark, and Bacnet.



Safety Oversight: Allen Merritt

Allen Merritt, Corporate Safety Manager

- 1980-1984, US Air Force, Titan II Missile Facility Maintenance & Combat Crew Technical Training Instructor.
- Sheppard Air Force Base, Wichita Falls, TX.
- 1990-1996, Westin Hotel Copley Place, Boston MA.
- Engineering Coordinator and Risk Coordinator.
- Associates Degree, Community College of the Air Force, Facility Maintenance.
- Peterson School of Steam Engineering, Westwood, MA, Facility Maintenance.
- 1996-present, Mechanical Services, Inc., Corporate Safety Manager.
- Directed all safety and loss control efforts, safety committee, OSHA and Worker's Comp recordkeeping, safety training.
- 10-hour OSHA General Industry and Construction.
- 40-hour OSHA General Industry and Construction.

Codes

ASME

UL

NFPA

State of Maine Gas And Oil

State Of Maine Pressure Vessel Rules
and Regulations

OSHA Standards.

Mechanical Services, Inc. safety policy.

Safety

At Mechanical Services, Inc. we have in-house personnel who are qualified as "OSHA Authorized Outreach Trainers for Construction".

95% of all field personnel have either a 10-hour or 30-hour OSHA cards for construction. All subcontractors must meet or exceed our safety requirements.

- Confined Space Entry Training Instructor.
- Certified Altec Non-Insulated Ariel Lift Training Instructor.

Licensed Service Technicians.

Mechanical Services, Inc. shall provide licensed and qualified technicians to work on this project. Our technicians shall be licensed to perform the installation of all equipment to be installed in accordance with the rules and regulations for the State of Maine.



REFERENCES

Mechanical Services is well versed and experienced in design build projects focused on a heating system upgrade in facilities that are similar to the Forum. Below is a list of references.

Denis Lafreniere, Roman Catholic Diocese of Maine

Denis.lafreniere@portlanddiocese.org

Dennis Ouellette, Director of Facilities, RSU 5

ouelletted@su5.org

Colin Walsh, RSU57

colinwalsh@rsu57.org

Todd Jepson, Scarborough Public Schools

tjepson@scarboroughschools.org

Nathan Tinsley, Supervisor/Engineer, NewsCenter Maine

Nathan.Tinsley@NEWSCENTERmaine.com



PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # 14

SUBJECT

NEW BUSINESS: Dispatch Console at Public Safety Building

INFORMATION

1) Memo from Brad Turner, dated January 27, 2021

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ that the City authorize the purchase of the new dispatch console and use the balance in the capital reserve already set aside for the console and the remaining funds taken from _____.



City of Presque Isle, Maine

Finance Department

From the desk of:

Bradley Turner

Email: bturner@presqueisleme.us

MEMORANDUM

TO:	City Council
FROM:	Bradley Turner, Finance Director
DATE:	January 28, 2021
RE:	Public Safety Building Dispatch Console

Per a conversation with Laurie Kelly the Public Safety Building Dispatch Console has been failing. We had a schedule to put away \$12,000 per year which was outlined in the 2021 CIP. It was brought to my attention the dispatch console is in dire need of replacement sooner than had been anticipated. The console has been failing up to five or six times per day, this causes dispatch to drop calls for EMS and Police.

We have received a cost estimate from Radio Communications Management, Inc. for nearly \$68,000.00. It will take a couple months to actually receive the new console and install. Since this purchase is over the \$20,000 amount the procurement policy states that this would have to go out to bid. There is an exemption to this policy from competitive bidding if this is from a sole source. This states the City Council may authorize the City manager to negotiate the purchase price for contractual services, equipment, improvements and supplies if it deems appropriate.

The council will need to vote on moving forward with the purchase and where the money will come from. We have \$12,000 in the capital reserve and the remaining would have to come from either the Emergency Reserve account or the Surplus (Fund Balance) account.

BE IT RESOLVED BY COUNCILOR _____ and seconded by Councilor _____ that the City authorize the purchase of the new dispatch console and use the balance in the capital reserve already set aside for the console and the remaining funds taken from _____

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # EXECUTIVE SESSION

SUBJECT

EXECUTIVE SESSION: Pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations

INFORMATION

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to enter into Executive Session pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations matter.

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # EXECUTIVE SESSION

SUBJECT

EXECUTIVE SESSION: Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Economic Development

INFORMATION

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to enter into Executive Session pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Economic Development matter.

PRESQUE ISLE CITY COUNCIL MEETING

For:

February 3, 2021

AGENDA ITEM # EXECUTIVE SESSION

SUBJECT

EXECUTIVE SESSION: Pursuant to 1 M.R.S.A. § 405(6)(E) to discuss Legal Counsel

INFORMATION

REQUESTED ACTION

BE IT RESOLVED by Councilor _____, seconded by Councilor _____ to enter into Executive Session pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Legal Counsel matter.

PRESQUE ISLE CITY COUNCIL ANNOUNCEMENTS

Wednesday, February 3rd, 2021

- If anyone has any interest in joining a Board or Committee please see the City Clerk or apply online.
- The next regularly scheduled meeting of the Presque Isle City Council is on Wednesday, March 3, 2021 at 6:00 PM in the Council Chambers at City Hall.