



**Presque Isle City Council Meeting  
Wednesday, September 1<sup>st</sup>, 2021  
6:00 PM  
Sargent Family Community Center**

**AGENDA**

**Roll Call**

**Pledge of Allegiance**

**Public Hearing**

1. Approval of a Marijuana License to Chad Junkins d/b/a Northern Euphoria LLC, with location of 11 Davis Street (Single Hearing) (TABLED)
2. Approval for Special Permit for Music, Dancing and Entertainment for Stone Ridge Event Center, with location of 150 Maysville Road (Single Hearing) (TABLED)
3. Approval for a Malt, Spirituous and Vinous Liquor License for Sodexo America, LLC, with a location of 181 Main Street (Single Hearing)
4. Approval for a Special Permit for Music, Dancing and Entertainment for the University of Maine at Presque Isle, with location of 181 Main Street (Single Hearing)
5. Approval of an Automobile Graveyard Permit for Paul Jalbert d/b/a Jalbert Auto & Salvage, 204 Chapman Road (Single Hearing) (TABLED)
6. Approval of an Automobile Graveyard Permit/Junkyard Permit for Cowett's Used Auto Parts, d/b/a C.A.R. Parts, 75 Davis Street and 259 Fort Road (Single Hearing)

**Citizen Comments**

**Consent Agenda**

7. Approve Minutes from July 15, 2021 and August 4, 2021
8. Approve 2021 Warrants #28 - #31, totaling \$1,725,073.67
9. Approve Reappointment of Stephen Richard to Presque Isle Housing Authority (five-year term - expires October 1, 2026)
10. Approve Drug Forfeitures

**Old Business**

11. Appointment to Downtown TIF Advisory Committee
12. City Hall Renovations Update

**New Business**

13. 2022 Budget Calendar
14. Taxi Cab Report
15. Schedule a Public Hearing to adopt updates to the following building standards: Chapter 31 National Electrical Code and Chapter 38C Property Maintenance Code
16. Schedule a Public Hearing for Dangerous Buildings
17. Capital Improvement Plan
18. Five Year Fee Schedule

**Manager's Report**

**Announcements**

**Executive Session**

Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Real Estate

**Adjournment**



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

<b>TO:</b>	<b>Honorable City Council</b>
<b>FROM:</b>	Martin Puckett, City Manager
<b>DATE:</b>	August 25, 2021
<b>RE:</b>	<b>September 1st 6pm, Sargent Family Community Center</b>

Please note meeting is at Community Center

**Call to Order**

**Public Hearing:** Some of the items below were not in compliance when this memo was drafted, leading to a staff recommendation to table items 1,2 & 5. It is possible the issues noted may be corrected by the time of the meeting. Staff will update during the public hearings.

1. Approval of a Marijuana License to Chad Junkins d/b/a Northern Euphoria LLC, with location of 11 Davis Street (Single Hearing): Staff recommends to table until odor plan is in compliance. If odor plan is implemented (filtration system installed by time of meeting) then staff would recommend approval.
2. Approval for Special Permit for Music, Dancing and Entertainment for Stone Ridge Event Center, with location of 150 Maysville Road (Single Hearing): Staff recommends to table at this time. The State Fire Marshall Office has not permitted the building. The State Fire Marshall would have to give approval prior to the City issuing a permit.
3. Approval for a Malt, Spirituous and Vinous Liquor License for Sodexo America, LLC, with a location of 181 Main Street (Single Hearing): Staff recommends approval.
4. Approval for a Special Permit for Music, Dancing and Entertainment for the University of Maine at Presque Isle, with location of 181 Main Street (Single Hearing): Staff recommends approval.
5. Approval of an Automobile Graveyard Permit for Paul Jalbert d/b/a Jalbert Auto & Salvage, 204 Chapman Road (Single Hearing): Staff recommends to table until property is in compliance (fencing needs to be installed). Once fence is installed, staff would recommend approval.
6. Approval of an Automobile Graveyard Permit/Junkyard Permit for Cowett's Used Auto Parts, d/b/a C.A.R. Parts, 75 Davis Street and 259 Fort Road (Single Hearing): Staff recommends approval.

**Citizen Comments**

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

7. Approve Minutes from July 15<sup>th</sup> and August 4, 2021
8. Approve 2021 Warrants

9. Approve Reappointment of Stephen Richard to Presque Isle Housing Authority (five-year term -expires October 1, 2026)
10. Approve Drug Forfeitures:

### **Old Business**

11. Appointment to Downtown TIF Advisory Committee: Staff recommends appointing as presented; City Finance Director – Brad Turner, City Economic Development Director – Galen Weibley, PI Downtown Revitalization Committee – Floyd Rockholt, Member-at-Large: Sean Nordenhold. Through a separate motion, council will also have to appoint one councilor that is interested to serve on the committee.
12. City Hall Renovation Updates: Committee members will provide updates on renovation progress. A slide show of the pictures will be presented at the meeting. No action required.

### **New Business**

13. 2022 Budget Calendar: We are starting the process a little earlier than usual. The departments will be busy over the 30-45 days putting together their budgets. We will be starting with the old budgeting software and transition to the new software. The biggest change is starting a week earlier, to give council more time to review the budget prior to the workshop. We will be going in order through the budget by department rather than flipping back and forth. Please check your schedules to see if the dates work. No action required.
14. Taxi Cab Report: Two separate issues, one is about airport policies, the other is complaints against the taxi cabs.

Scott Wardwell, Airport Director will discuss the two attached memos pertaining to policies to address a courtesy shuttle van and ride sharing services at the airport. Separate motions are included for each issue.

A separate issue is about complaints we have received from users/businesses about the existing taxi cab companies. The alleged complaints do violate portions of the Taxi Cab ordinance. A certified letter was sent to the operators about the complaints. Per the ordinance, the PD has scheduled inspections, the last ones will be completed prior to the council meeting. After reviewing the report from Officer White (presented at the meeting) council will decide if further action is needed and can schedule a public hearing based upon the findings in the report.
15. Schedule a Public Hearing to adopt updates to the following building standards: Chapter 31 National Electrical Code and Chapter 38C Property Maintenance Code: Please see attached memo from DECD. The majority of changes reflect the changes in the national standards from 2003 to 2012.
16. Schedule a Public Hearing for Dangerous Buildings: Staff would like to hold a public hearing for 38 Elizabeth Street. Pictures and memo attached.
17. Capital Improvement Plan: The CIP will be handed out during the meeting. It will be presented in detail during the budget process. Some departments are still modifying the document. No action required.
18. Five Year Fee Schedule: For council review and discussion. Will be detailed during the budget process.

**Manager's Report**

**Announcements**

**Executive Session**

Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Real Estate

**Adjournment**



# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

**AGENDA ITEM # 1**

---

---

## SUBJECT

---

---

**PUBLIC HEARING:** TABLED: Approval of a Marijuana License to Chad Junkins, d/b/a Northern Euphoria LLC, with location to 11 Davis Street (Single Hearing)

---

---

## INFORMATION

---

---

- 1) Application
- 2) Public Hearing Notice

---

---

## REQUESTED ACTION

---

---

**TABLED: BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve a Marijuana License to Chad Junkins, d/b/a Northern Euphoria LLC, with location to 11 Davis Street.

RENEWAL APPLICATION FOR ADULT USE AND MEDICAL MARIJUANA BUSINESS



CITY OF PRESQUE ISLE  
12 SECOND STREET  
PRESQUE ISLE, ME 04769  
TEL: (207) 760-2703  
FAX: (207) 764-2501  
E-MAIL: [panderson@presqueisleme.us](mailto:panderson@presqueisleme.us)

**PLEASE FILL-OUT RENEWAL APPLICATION COMPLETELY**

Date: 10 Aug 2021

Permit No: \_\_\_\_\_

1. **Owner of Property:** (If more than one attach a separate page listing all owner's information, see section G.C., must be a Maine Resident) 11 Davis St Chad Jenkins

**Physical Location** (number of street or road): 11 Davis St

**Mailing Address** (if different from above): \_\_\_\_\_

**Home Phone:** 207-554-8797 **Work Phone:** 554-8797 **Cell Phone:** 554-9081

**E-Mail:** within78@hotmail.com

2. **Marijuana Business Classification:** Medical cultivation

3. **Maine License Certification #:** CGR 27895

4. **Registered Business Name to be used:** Northern Euphoria

5. **PRIOR Criminal Conviction History of all Owners, Officers, Members, or Employee's.** : (attach separate Pg. if necessary)

**Criminal Activity:** \_\_\_\_\_

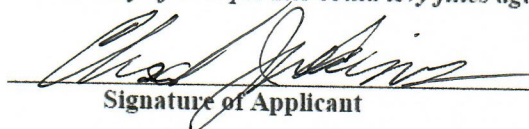
**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Jurisdiction:** \_\_\_\_\_

**PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING APPLICATION**

"I hereby apply for a permit for a marijuana business. I agree, prior to starting any electrical or plumbing work, to secure permits from the electrical and plumbing inspector. I understand that there may be other permits required from other agencies that I must obtain before being allowed to operate. Under MRSA 25, Section 2357 and the City of Presque Isle's Land Use and Development Code a Certificate of Occupancy **MUST** be obtained before the business hereby permitted is used or occupied. I understand that this permit application may be denied if not complete. A complete application may include construction documents as required by the City of Presque Isle. *I understand that if the above information is not accurate this application will be invalid, a Stop Work Order issued, and the City of Presque Isle could levy fines against me for giving false information.*"

  
Signature of Applicant

10 Aug 2021  
Date

## CHECKLIST

All lines must be completed

	YES	NO	Not Applicable	CEO Initials
Application Fee Submitted:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
All Owners / Partners Listed:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
License Type Listed:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Me License Certified:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Criminal History Listed:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

### Standards

Security Standards:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Odor Plan:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Operating Plan:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Notices:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Signs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Police Dept. Approval:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Fire Dept. Approval:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

\*\*\*\*\*Office Use Only\*\*\*\*\*

Date Application Received: \_\_\_\_\_ Date CEO / Planning Bd. Review: \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

CEO Signature: \_\_\_\_\_

### License Renewal Fee

Marijuana Store: Annual Operation License Fee: \$2,500.00

Marijuana Manufacturing Facility: Annual Operation License Fee: \$2,500.00

Marijuana Testing Facility: Annual Operation License Fee: \$1,000.00

Adult Use Marijuana Cultivation:

Tier 1: 0 to 500 SF of plant canopy: Annual Permit/Licensing Fee: \$500.00

Tier 2: 501-2,000 SF of mature plant canopy: Annual License Fee: \$3,000.00

Tier 3: 2,001-7,000 SF of mature plant canopy: Annual License Fee: \$10,000.00

Tier 4: > than 7,000SF of mature plant canopy: Annual License Fee: \$30,000.00

Medical Marijuana Cultivation: Annual Operation License Fee: \$5,000.00

Adult Use Marijuana Nursery Cultivation: Annual License Fee: \$350.00

**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 **September 1, 2021** at **6:00 PM** at the Mark & Emily Turner Memorial Library, to consider a **Marijuana medical Cultivation License** from:

**Chad Junkins  
11 Davis St.**

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  
Kimberly A. Finnemore  
City Clerk

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

## **AGENDA ITEM # 2**

---

---

### **SUBJECT**

---

---

**PUBLIC HEARING:** TABLED: Approval of a Special Permit for Music, Dancing and Entertainment for Stone Ridge Event Center, with location of 150 Maysville Road

---

---

### **INFORMATION**

---

---

- 1) Application
- 2) Statement of Deficiencies and Plan of Corrections
- 3) Public Hearing Notice

---

---

### **REQUESTED ACTION**

---

---

**TABLED: BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve a Special Permit for Music, Dancing and Entertainment for Stone Ridge Event Center, with location of 150 Maysville Road.



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

1. Business Name STONE BRIDGE EVENT CENTER Phone # 207-4160  
Address 150 MAINEVILLE PRESQUE ISLE  
Street City

2. Describe in detail kind and nature of entertainment:

WEDDING RECEPTIONS, CORPORATE EVENTS

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

ONE LARGE BALLROOM TYPE AREA, 4 BATHROOMS, BAR AREA

9 Dated At Presque Isle On August 4th, 2021 X

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

Make check payable to:  
City of Presque Isle

~~\$50.00~~ Public Hearing Fee  
105.00

Dana Cassidy Power of attorney for  
(Signature of Individual) Dana Cassidy

Dana Cassidy sole proprietor  
(If partnership, by members)

X \_\_\_\_\_  
(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 \_\_\_\_\_, 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.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Janet T. Mills  
Governor

Phone: (207) 626-3880  
Fax: (207) 287-6251



Maine Department of Public Safety  
State Fire Marshal's Office  
52 State House Station  
Augusta, ME 04333-0052



Michael Sauschuck  
Commissioner

Joseph E. Thomas  
State Fire Marshal

### Statement of Deficiencies and Plan of Corrections

Facility Name: CASSIDY COMPOUND  
Location: 150 MAYSVILLE STREET  
CARIBOU, ME 04736

Owner Name:  
Address: DANA CASSIDY  
30 ACCESS HWY  
CARIBOU, ME 04736-3806

Telephone:  
Facility Type:  
File Number: 86555  
Resource ID:

During an inspection of your facility a certified State Inspector has found the following violations:	In this right hand column, you are required to indicate how and when you will have these violations corrected. Complete this information and return this "Plan of Correction" to the above address within 10 days of receipt of this statement.
---	---

1. VIOLATION	<p>Violations found as described</p> <p>1. Stove use in building shall comply with the following code requirements listed below.</p> <p>a. Installation of new commercial cooking hoods must be permitted through the State Fire Marshal's Office</p> <p>b. It was found that indoor cooking with open flame devices outside of the cooking hood was being done, this practice is prohibited.</p> <p>Provide commercial cooking with fire suppression that is tested in accordance with UL 710 or equivalent and is installed Per NFPA 96 and in accordance with the terms of their listing and the manufacturer's instructions.</p> <ul style="list-style-type: none"><li>NFPA 96 4.1.1 Cooking equipment used in processes producing smoke or grease-laden vapors shall be equipped with an exhaust system that complies with all the equipment and performance requirements of this standard.</li></ul>	
2. VIOLATION	<p>Violations found as described</p> <p>. The special locking device installed on exit doors is not allowed. Deadbolt and barrel bolt locking devices installed on doors within the facility.</p> <p>NFPA 101 (2018) 17.2.2.2.3 Special Locking Arrangements.</p> <p>The unlocking and unlatching from the egress side of the door can be accomplished without the use of a key, tool, or special knowledge or effort.</p>	

DANA CASSIDY  
30 ACCESS HWY  
CARIBOU, ME 04736-3806



Janet T. Mills  
Governor

Phone: (207) 626-3880  
Fax: (207) 287-6251



Maine Department of Public Safety  
State Fire Marshal's Office  
52 State House Station  
Augusta, ME 04333-0052



Michael Sauschuck  
Commissioner

Joseph E. Thomas  
State Fire Marshal

### Statement of Deficiencies and Plan of Corrections

3. VIOLATION	Violations found as described  Storage of flammable gases within the facility is not allowed. There were 2- 40lb and 2-20lb LP gas cylinders stored in the kitchen area	
4. VIOLATION	Violations found as described  4. Construction that was completed for personal services of Aroostook office space, was done without proper building permit from the state fire marshal's office. Please submit construction permit, drawings and associated fee to this office for plan review and permitting.	
5. VIOLATION	Violations found as described  5. Penetrations in basement floor/ceiling assembly need to be repaired.	
6. VIOLATION	Violations found as described  6. Fire alarm panel shows trouble code. Please provide documentation from a licensed person/company that fire alarm system has been tested and is operational.	
7. VIOLATION	Violations found as described . Provide documentation that the dumbwaiter and freight elevator has been inspected or if not going to be used they must be decommissioned per state elevator inspector's recommendations and documentation provided to this office.	

Janet T. Mills  
Governor

Phone: (207) 626-3880  
Fax: (207) 287-6251



Maine Department of Public Safety  
State Fire Marshal's Office  
52 State House Station  
Augusta, ME 04333-0052



Michael Sauschuck  
Commissioner

Joseph E. Thomas  
State Fire Marshal

## Statement of Deficiencies and Plan of Corrections

Date of Inspection: 8/23/2020  
Inspector: SCOTT CYR  
Date Sent: 8/28/2020

Owner/Occupant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 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 **September 1, 2021** at **6:00 PM** at the Mark & Emily Turner Memorial Library, to consider a **Special Permit for Music, Dancing and Entertainment** from:

**StoneRidge event Center**  
**150 Maysville 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  
Kimberly A. Finnemore  
City Clerk

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

**AGENDA ITEM # 3**

---

---

## SUBJECT

---

---

**PUBLIC HEARING:** Special Permit for a Malt, Spirituous and Vinous Liquor License for Sodexo America, LLC, with location 181 Main Street

---

---

## INFORMATION

---

---

- 1) Application
- 2) Public Hearing Notice

---

---

## REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve a Special Permit for Spirituous and Vinous Liquor License for Sodexo America, LLC, with location 181 Main Street.

BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS  
DIVISION OF LIQUOR LICENSING AND 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](mailto:MAINELIQUOR@MAINE.GOV)

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application: ☐ Yes ☒ No

PRESENT LICENSE EXPIRES 10/06/2021

INDICATE TYPE OF PRIVILEGE: ☒ MALT ☒ VINOUS ☒ SPIRITUOUS

INDICATE TYPE OF LICENSE:

- ☒ RESTAURANT (Class I,II,III,IV) ☐ 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)  
☐ CLUB w/o Catering (Class V) ☐ CLUB with CATERING (Class I) ☐ GOLF COURSE (Class I,II,III,IV)  
☐ TAVERN (Class IV) ☐ QUALIFIED CATERING ☒ OTHER: Qualified Caterer

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

Corporation Name: <b>Sodexo America, LLC</b>			Business Name (D/B/A) <b>Sodexo America, LLC</b>		
APPLICANT(S) –(Sole Proprietor) DOB:			Physical Location: <b>181 Main Street</b>		
DOB:			City/Town <b>Presque Isle</b>	State <b>ME</b>	Zip Code <b>04769</b>
Address <b>9801 Washingtonian Blvd</b>			Mailing Address <b>9801 Washingtonian Blvd., 12th flr, Law Dept.</b>		
City/Town <b>Gaithersburg</b>	State <b>MD</b>	Zip Code <b>20878</b>	City/Town <b>Gaithersburg</b>	State <b>MD</b>	Zip Code <b>20878</b>
Telephone Number <b>(301) 987-4504</b>	Fax Number <b>(301) 987-4499</b>	Business Telephone Number <b>(207) 649-7810</b>			
Federal I.D. # <b>52-2208632</b>			Seller Certificate #: or Sales Tax #: <b>1180489</b>		
Email Address: Please Print <b>LiquorLicense.USA@Sodexo.com</b>			Website:		

If business is NEW or under new ownership, indicate starting date: N/A

Requested inspection date: N/A Business hours: Sun-Sat: 12p-12a (no alcohol on Sundays)

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: N/A
- State amount of gross income from period of last license: ROOMS \$ N/A FOOD \$ 15,252.44 LIQUOR \$ 0.00
- Is applicant a corporation, limited liability company or limited partnership? YES ☒ NO ☐  
If Yes, please complete the Corporate Information required for Business Entities who are licensees.
- Do you own or have any interest in any another Maine Liquor License? ☒ Yes ☐ No  
If yes, please list License Number, Name, and physical location of any other Maine Liquor Licenses.

\_\_\_\_\_ please see attached list \_\_\_\_\_ (Use an additional sheet(s) if necessary.)

License #	Name of Business	Physical Location	City / Town



5. Do you permit dancing or entertainment on the licensed premises? YES ☐ NO ☒
6. If manager is to be employed, give name: Craig Thompson
7. Business records are located at: licensed premise
8. Is/are applicant(s) citizens of the United States? YES ☒ NO ☐
9. Is/are applicant(s) residents of the State of Maine? YES ☐ NO ☒
10. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

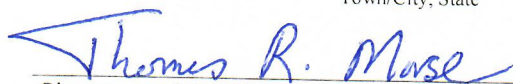
Name in Full (Print Clearly)	DOB	Place of Birth
Craig Charles Thompson	09/29/1971	Black River Falls, WI
please see attached for corporate officers		
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Presque Isle, ME		
Rock Springs, WY		

11. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES ☐ NO ☒
- Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_
- Offense: \_\_\_\_\_ Location: \_\_\_\_\_
- Disposition: \_\_\_\_\_ (use additional sheet(s) if necessary)
12. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?  
Yes ☐ No ☒ If **Yes**, give name: \_\_\_\_\_
13. Has/have applicant(s) formerly held a Maine liquor license? YES ☒ NO ☐
14. Does/do applicant(s) own the premises? Yes ☐ No ☒ If **No** give name and address of owner: \_\_\_\_\_
15. Describe in detail the premises to be licensed: (**On Premise Diagram Required**) The catering locations will be located on the second floor of campus center. The kitchen and storage will be located in the basement of campus center
16. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?  
YES ☒ NO ☐ Applied for: \_\_\_\_\_
17. 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? .6 miles
- Which of the above is nearest? St. Mary's Catholic Church
18. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES ☐ NO ☒
- If YES, give details: \_\_\_\_\_

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

**NOTE:** "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Gaithersburg, MD on July 22, 20 21  
Town/City, State Date



Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Thomas R. Morse

Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

### FEE SCHEDULE

**FILING FEE: (must be included on all applications)..... \$ 10.00**

**Class I** Spirituous, Vinous and Malt ..... \$ 900.00

**CLASS I:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.

**Class I-A** Spirituous, Vinous and Malt, Optional Food (Hotels Only) ..... \$1,100.00  
**CLASS I-A:** Hotels only that do not serve three meals a day.

**Class II** Spirituous Only ..... \$ 550.00  
**CLASS II:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.

**Class III** Vinous Only ..... \$ 220.00  
**CLASS III:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.

**Class IV** Malt Liquor Only ..... \$ 220.00  
**CLASS IV:** Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.

**Class V** Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) ..... \$ 495.00  
**CLASS V:** Clubs without catering privileges.

**Class X** Spirituous, Vinous and Malt – Class A Lounge ..... \$2,200.00  
**CLASS X:** Class A Lounge

**Class XI** Spirituous, Vinous and Malt – Restaurant Lounge ..... \$1,500.00  
**CLASS XI:** Restaurant/Lounge; and OTB.

**UNORGANIZED TERRITORIES** \$10.00 filing fee shall be paid directly to County Treasurer. **All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.**



All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

All fees must accompany application, make check payable to the **Treasurer, State of Maine.**

This application must be completed and signed by the Town or City and mailed to:

Bureau of Alcoholic Beverages and Lottery Operations

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, ME 04333-0008.

Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_  
City/Town (County)

On: \_\_\_\_\_  
Date

The undersigned being: ☐ Municipal Officers ☐ County Commissioners of the  
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: \_\_\_\_\_, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**THIS APPROVAL EXPIRES IN 60 DAYS**

**NOTICE – SPECIAL ATTENTION**

**§653. Hearings; bureau review; appeal**

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

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications 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 li-



cense that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant. [1995, c. 140, §5 (NEW).][ 2003, c. 213, §1 (AMD) .]

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

A. Conviction of the applicant of any Class A, Class B or Class C crime; [1987, c. 45, Pt. A, §4 (NEW).]

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c. 45, Pt. A, §4 (NEW).]

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c. 730, §27 (AMD).]

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c. 592, §3 (AMD).]

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

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and [2009, c. 81, §2 (AMD).]

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages. [2009, c. 81, §3 (NEW).]  
[ 2009, c. 81, §§1-3 (AMD) .]

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

A. [1993, c. 730, §27 (RP).]

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause. [1993, c. 730, §27 (AMD) .]  
[1995, c. 140, §6 (AMD) .]

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

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

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

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

### **Please be sure to include the following with your application:**

Completed the application and sign the form.

Signed check with correct license fee and filing fee.

Your local City or Towns signature(s) are on the forms.

Be sure to include your ROOM, FOOD and LIQUOR gross income for the year (if applicable).

Enclose diagram for all businesses, auxiliary locations, extended decks and storage areas.

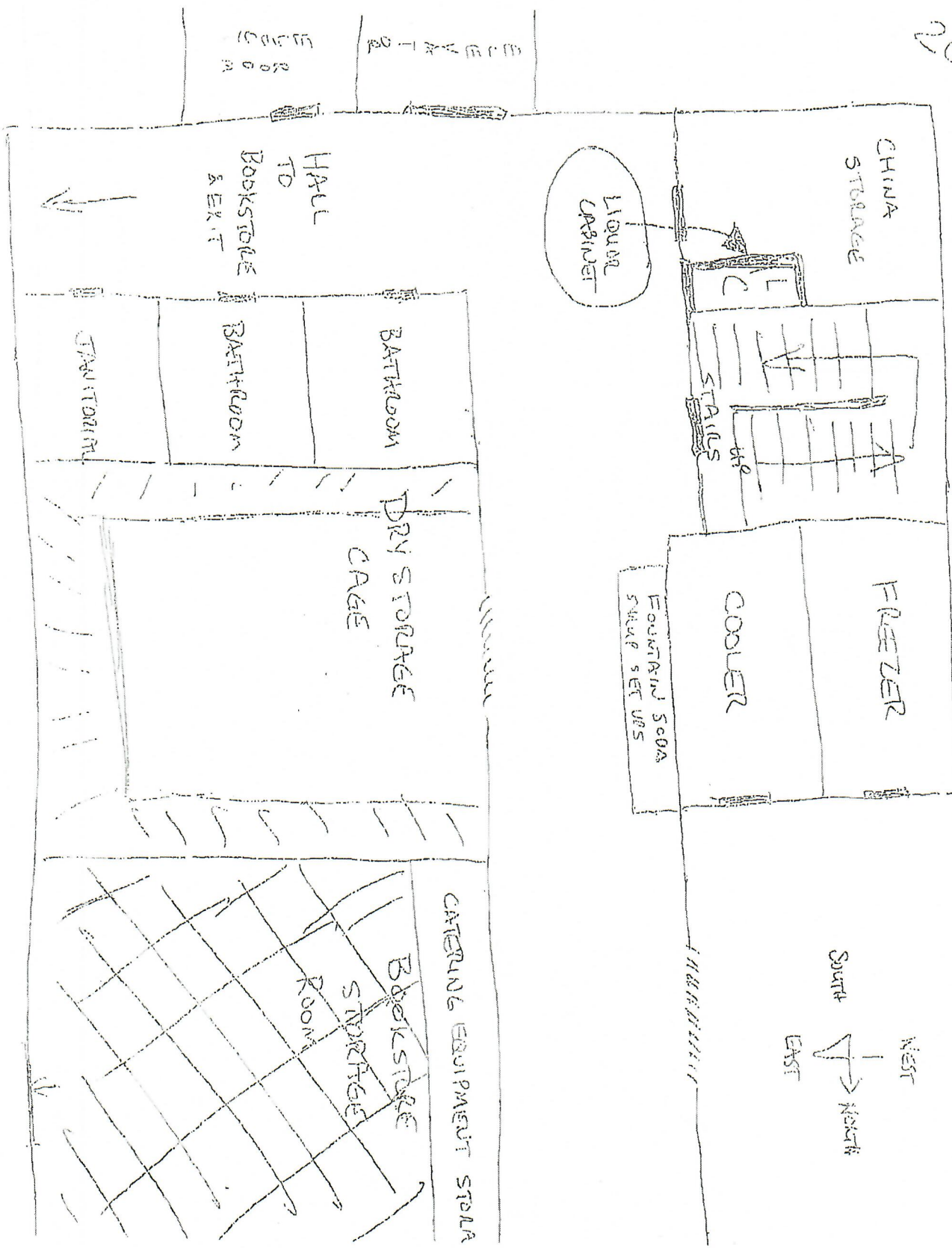
Complete the Corporate Information sheet for all ownerships except sole proprietorships.

If you have any questions regarding your application, please contact us at (207) 624-7220.

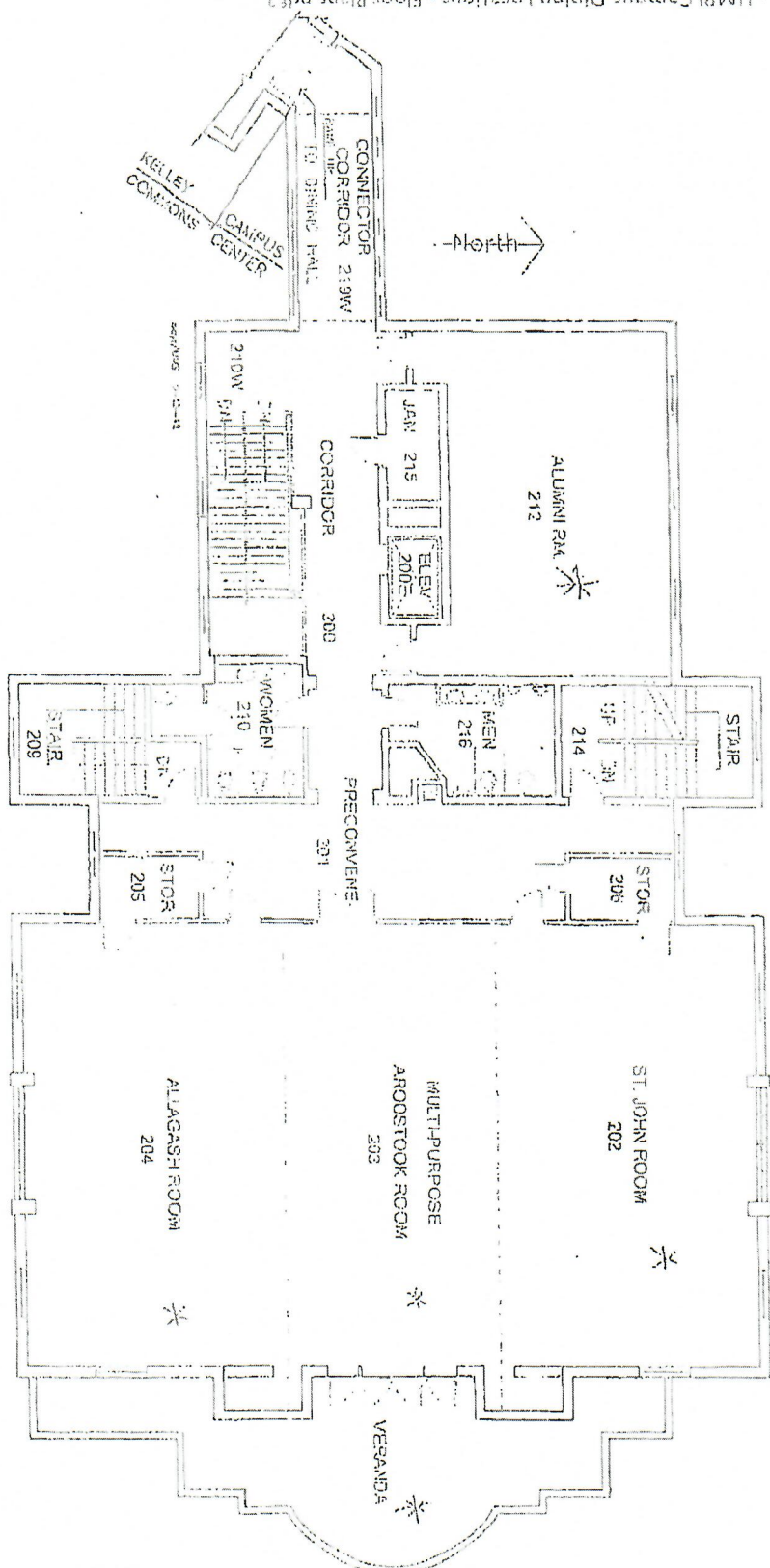


2010

# UMPI KITCHEN BASEMENT AREA UNDER KITCHEN



\* Catering locations



7P121

SECOND FLOOR PLAN  
CAMPUS CENTER  
UNIVERSITY OF MAINE AT PRESQUE ISLE



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

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

**For Office Use Only:**

License #: \_\_\_\_\_

SOS Checked: \_\_\_\_\_

100% Yes ☐ No ☐

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

Please clearly complete this form in its entirety.

1. Exact legal name: Sodexo America, LLC
2. Doing Business As, if any: N/A
3. Date of filing with Secretary of State: 02/04/2000 State in which you are formed: DE
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
02/04/2000
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Please see attached				

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

6. If Co-Op # of members: \_\_\_\_\_ (list primary officers in the above boxes)



7. Is any principal person involved with the entity a law enforcement official?

Yes ☐ No ☒ If Yes, Name: \_\_\_\_\_ Agency: \_\_\_\_\_

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes ☐ No ☒

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

Name: \_\_\_\_\_

Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_

Location of Conviction: \_\_\_\_\_

Disposition: \_\_\_\_\_

\_\_\_\_\_

**Signature:**



7/22/2021

Signature of Duly Authorized Person

Date

**Thomas R. Morse**

Print Name of Duly Authorized Person

---

Submit Completed Forms to:

Bureau of Alcoholic Beverages

Division of Liquor Licensing and Enforcement

8 State House Station, Augusta, Me 04333-0008 (Regular address)

10 Water Street, Hallowell, ME 04347 (Overnight address)

Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434

Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

**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 **September 1, 2021** at **6:00 PM** at the Mark & Emily Turner Memorial Library, to consider a **Malt, Spirituous and Vinous Liquor License** from:

**Sodexo America, LLC d/b/a University of Maine at Presque Isle  
181 Main St.**

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  
Kimberly A. Finnemore  
City Clerk

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

## **AGENDA ITEM # 4**

---

---

### **SUBJECT**

---

---

**PUBLIC HEARING:** Approval of a Special Permit for Music,  
Dancing and Entertainment for University of Maine at  
Presque Isle, with location of 181 Main Street

---

---

### **INFORMATION**

---

---

1) Application

---

---

### **REQUESTED ACTION**

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by  
Councilor \_\_\_\_\_ to approve a Special Permit for Music,  
Dancing and Entertainment for University of Maine at  
Presque Isle, with location of 181 Main Street.

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

1. Business Name UNIVERSITY of MAINE @ Presque Isle Phone # 768-9580  
Address 181 MAIN ST. Presque Isle  
Street City

2. Describe in detail kind and nature of entertainment:

ON CAMPUS DANCES FOR UNIVERSITY STUDENTS

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

CAMPUS CENTER - MULTI PURPOSE ROOM

Dated At \_\_\_\_\_ On \_\_\_\_\_

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

Frederick A. Thoms, Jr.  
(Signature of Individual)

Make check payable to:  
City of Presque Isle

\_\_\_\_\_  
(If partnership, by members)

\$105.00 Public Hearing Fee

UNIVERSITY of MAINE @ Presque Isle  
(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 \_\_\_\_\_, 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.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_



**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 **September 1, 2021** at **6:00 PM** at the Mark & Emily Turner Memorial Library, to consider a **Special Permit for Music, Dancing and Entertainment** from:

**University of Maine Presque Isle  
181 Main Street**

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  
Kimberly A. Finnemore  
City Clerk

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

**AGENDA ITEM # 5**

---

---

## **SUBJECT**

---

---

**PUBLIC HEARING:** TABLED: Special Permit for Automobile Graveyard Permit for Paul Jalbert d/b/a Jalbert Auto & Salvage, 204 Chapman Road

---

---

## **INFORMATION**

---

---

- 1) Application
- 2) Public Hearing Notice

---

---

## **REQUESTED ACTION**

---

---

**TABLED: BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve a Special Permit for Automobile Graveyard Permit for Paul Jalbert d/b/a Jalbert Auto & Salvage, 204 Chapman Road.

NOTE: An individual recycling business application must be completed separately.

## APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

Please circle type of application: Automobile Graveyard OR Junkyard

Tentative Date of Hearing: **September 1, 2021** Application Received \_\_\_\_\_

Time of Hearing **6:00 PM** Place of Hearing: **Mark & Emily Turner Memorial Library**  
Permit Number \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_ Notification sent by: **MAIL - July 20, 2021**

To the City of Presque Isle, County of Aroostook, Maine, I/We Paul Jalbert  
Jalbert Auto hereby make application (in quadruplicate) for a permit to  
establish, operate, maintain an Automobile Graveyard, and/or Junkyard at the following  
described location and in accordance with the provisions of Title 30-A, Sections 3751 to 3760,  
Chapter 183.

Answer all questions in full.

1. Give location: 204 Chapman Rd - Presque Isle
2. Is this application made by or for a company, partnership, corporation, or individual?  
Company
3. Is this property leased? No Property Owned by: Paul Jalbert  
Address: P.O. Box 5802 Mapleton, ME 04757
4. How is "yard" screened? - Fence? (Type) \_\_\_\_\_ Height \_\_\_\_\_  
Trees? (Type) as above Embankment? \_\_\_\_\_ Gully? \_\_\_\_\_ Hill? \_\_\_\_\_ Other? \_\_\_\_\_
5. How far is edge of "yard" from the edge of the "right-of-way"? 80' Northside 35' South Side
6. Can junk be seen from any part of highway? Yes \_\_\_\_\_ No \_\_\_\_\_
7. Was Junkyard Law, Requirements and Fees explained to you? Yes X No \_\_\_\_\_
8. Is any portion of this "yard" on public property? Yes \_\_\_\_\_ No X
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing Beach, School,  
Church, Cemetery or Private and Public Water Supply? Yes \_\_\_\_\_ No X
10. When was "yard" established? 1955 By Whom? Beryl Renney
11. When was last permit issued? 10/2020 Whom? Paul Jalbert - Jalbert Auto

The undersigned certifies that the above information is true and correct to the best of his/her  
knowledge and that he/she is the owner or agent of the property or that he/she has been duly  
authorized by the owner to make this application and to receive the permit under the law.

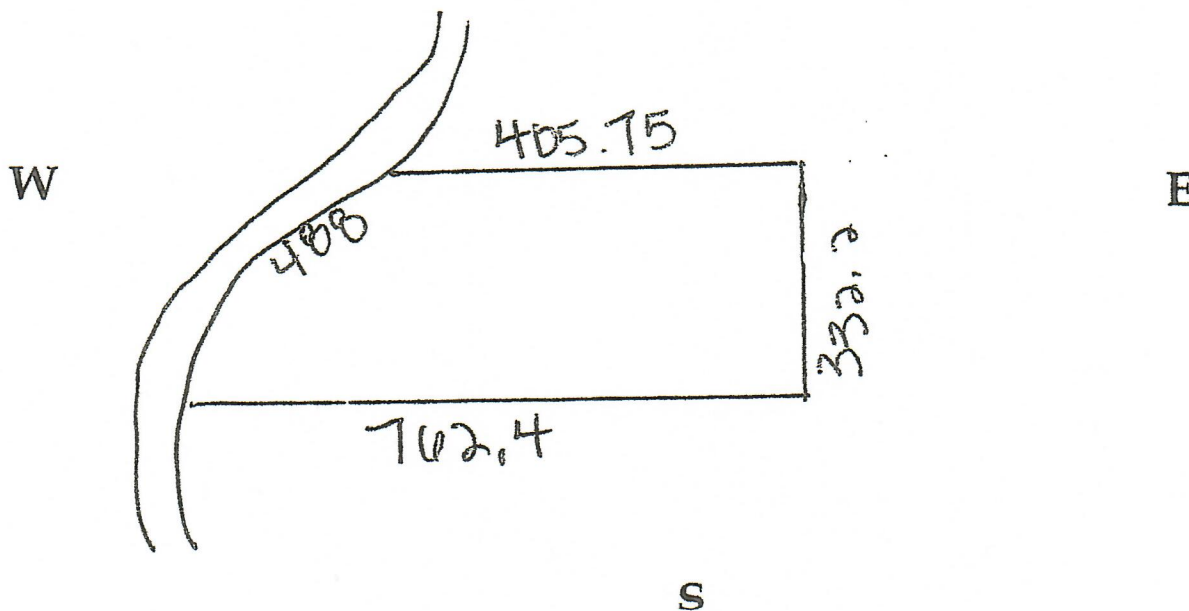
Signed by: [Signature] For: Jalbert Auto  
Name of Company, Corporation, Partnership, Indiv.

Address: 204 Chapman Rd. Phone #: (207)  
Presque Isle, ME 04769 764-0165

Attach or draw below a detailed site plan of "yard". Show footage of all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to the edge of the "right-of-way". Fill in Route Number or Local Road Name, Name of nearest City/Town in each direction, distance from nearest intersection, bridge or other known reference point.

Tax Map No. 37 Lot No. 204 Zone AF2(?)

N



An inspection of the site, as described herein, has been conducted and meets all applicable state and local standards.

George H. [Signature]  
Code Enforcement Officer's Signature

- 1 copy of Application to City
- 1 copy of Application to Applicant
- 1 copy of Application to Department of Transportation, Augusta
- 1 copy of Application to Bureau of Motor Vehicles, Dealer Section

**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 **September 1, 2021** at **6:00 PM** at the Mark & Emily Turner Memorial Library, to consider an **Automobile Graveyard permit/Junkyard Permit** from:

**Paul Jalbert d/b/a Jalbert Auto & Salvage**  
**204 Chapman 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  
Kimberly A. Finnemore  
City Clerk

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

**AGENDA ITEM # 6**

---

---

## **SUBJECT**

---

---

**PUBLIC HEARING:** Special Permit for Automobile Graveyard/Junkyard Permit for Cowett's Used Auto Parts, d/b/a C.A.R. Parts 75 Davis Street and 259 Fort Road

---

---

## **INFORMATION**

---

---

- 1) Application
- 2) Public Hearing Notice

---

---

## **REQUESTED ACTION**

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve a Special Permit for Automobile Graveyard/Junkyard Permit for Cowett's Used Auto Parts, d/b/a C.A.R. Parts 75 Davis Street and 259 Fort Road.



NOTE: An individual recycling business application must be completed separately.

## APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

Please circle type of application: Automobile Graveyard OR Junkyard

Tentative Date of Hearing: **September 1, 2021** Application Received \_\_\_\_\_  
Time of Hearing **6:00 PM** Place of Hearing: **Mark & Emily Turner Memorial Library**  
Permit Number \_\_\_\_\_  
Fee Paid \$ 205.00 Notification sent by: **MAIL - July 20, 2021**

To the City of Presque Isle, County of Aroostook, Maine, I/We \_\_\_\_\_  
\_\_\_\_\_ hereby make application (in quadruplicate) for a permit to  
establish, operate, maintain an Automobile Graveyard, and/or Junkyard at the following  
described location and in accordance with the provisions of Title 30-A, Sections 3751 to 3760,  
Chapter 183.

Answer all questions in full.

1. Give location: 259 Fort Fairfield Rd. P.I.
2. Is this application made by or for a company, partnership, corporation, or individual?  
Mike Corbett Tony Sue Cor.
3. Is this property leased? NO Property Owned by Mike Corbett  
Address: 254 Fort Fairfield Rd.
4. How is "yard" screened? - Fence? (Type) none Height 0  
Trees? (Type) Popple Embankment? NO Gully? NO Hill? Other? Hill & Surroundings
5. How far is edge of "yard" from the edge of the "right-of-way"? 60 Feet
6. Can junk be seen from any part of highway? Yes NO No NO But Trees Block Off
7. Was Junkyard Law, Requirements and Fees explained to you? Yes NO No NO
8. Is any portion of this "yard" on public property? Yes NO No NO
9. Is "yard" within 300 feet of a Public Park, Public Playground, Public Bathing Beach, School, Church, Cemetery or Private and Public Water Supply? Yes NO No NO
10. When was "yard" established? 1984 By Whom? Everett J. Corbett
11. When was last permit issued? 2020 To Whom? Tim Corbett CAR PARTS

The undersigned certifies that the above information is true and correct to the best of his/her knowledge and that he/she is the owner or agent of the property or that he/she has been duly authorized by the owner to make this application and to receive the permit under the law.

Signed by: [Signature] For: Mike Corbett Tony Sue Cor.

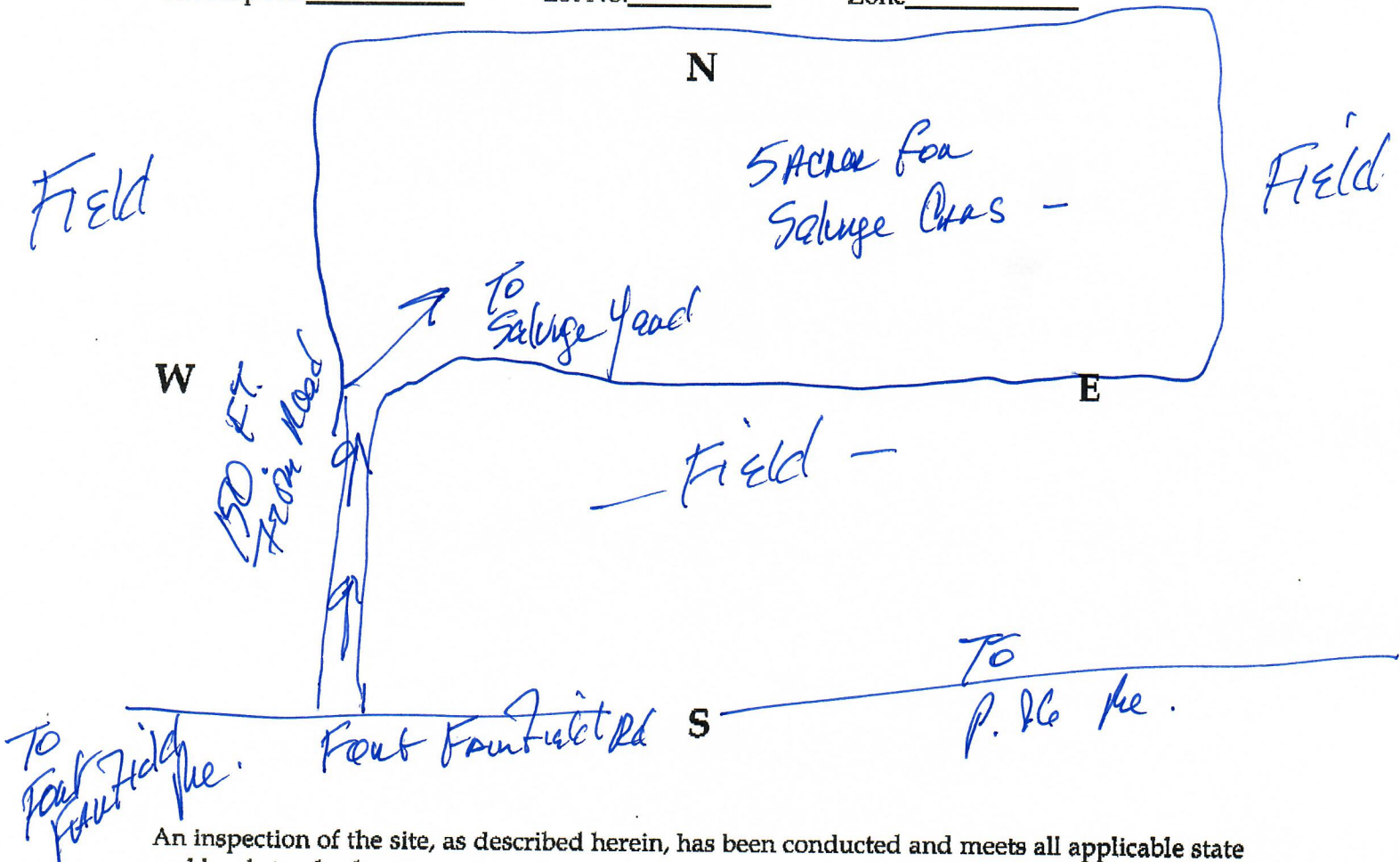
Name of Company, Corporation, Partnership, Indiv.

Address: 254 Fort Fairfield Rd. P.I. Phone #: 764-8009

## Page 2 – Application for Automobile Graveyard/Automobile Recycling Business and/or Junkyard Permit

Attach or draw below a detailed site plan of "yard". Show footage of all sides and location in relationship to adjacent properties. Show distance (in feet) from edge of "yard" to the edge of the "right-of-way". Fill in Route Number or Local Road Name, Name of nearest City/Town in each direction, distance from nearest intersection, bridge or other known reference point.

Tax Map No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Zone \_\_\_\_\_



An inspection of the site, as described herein, has been conducted and meets all applicable state and local standards.

**Code Enforcement Officer's Signature**

- 1 copy of Application to City  
1 copy of Application to Applicant  
1 copy of Application to Department of Transportation, Augusta  
1 copy of Application to Bureau of Motor Vehicles, Dealer Section



**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 **September 1, 2021** at **6:00 PM** at the Mark & Emily Turner Memorial Library, to consider an **Automobile Graveyard permit/Junkyard Permit** from:

**Paul Jalbert d/b/a Jalbert Auto & Salvage**  
**204 Chapman 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  
Kimberly A. Finnemore  
City Clerk

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

**AGENDA ITEM # 7**

---

---

## **SUBJECT**

---

---

**CONSENT AGENDA:** 2021 Minutes

---

---

## **INFORMATION**

---

---

- 1) July 15, 2021 Minutes
- 2) August 4, 2021 Minutes

---

---

## **REQUESTED ACTION**

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve minutes from July 15<sup>th</sup> and August 4<sup>th</sup>, 2021.



# *City of Presque Isle, Maine*

## *City Council & Planning Board Minutes*

City of Presque Isle, 12 Second Street, Presque Isle, Maine 04769

Administrative Staff:

Galen Weibley, Director Tel: (207)-760-2727, E-mail: [gweibley@presqueisleme.us](mailto:gweibley@presqueisleme.us)

George Howe, Tel: (207) 760-2770, E-mail: [ghowe@presqueisleme.us](mailto:ghowe@presqueisleme.us)

Griffin St. Peter, Tel: (207) 760-2770, E-mail: [gstpeter@presqueisleme.us](mailto:gstpeter@presqueisleme.us)

Penny Anderson, Tel: (207) 760-2703, E-mail: [panderson@presqueisleme.us](mailto:panderson@presqueisleme.us)

FAX: (207) 764-2501

---

### *Presque Isle Library – Akeley Gallery*

#### *July 15, 2021 @ 6:00 PM*

**Planning Board Members Present:** Bruce Roope, Chairman; Ward Gerow, Vice-Chairman; Jayne Farrin, Brandon McDonald, Sean Nordenhold, Travis Ouellette (Arrived at 6:04 PM), & David Perry

**City Councilors Present:** Kevin Freeman, Chairman; Jacob Shaw, Deputy Chairman; Mike Chasse, Doug Cyr (Arrived at 6:02 PM), Craig Green

**Councilors Absent:** Randy Smith

**Others Present:** Galen Weibley, Director of Economic & Community Development; George Howe, Code Enforcement Officer; Martin Puckett, City Manager; Clint Deschene, IgnitePI; twenty-six residents in the audience

#### **1. Call to Order of regular meeting.**

Chairman Roope called the meeting to order at 6:00 PM.

#### **2. Minutes Approval:** Review and approve draft minutes from June 15, 2021.

A motion by **Jayne Farrin**, second by **Brandon McDonald** to approve the June 15, 2021 Planning Board Meeting Minutes. **Vote – unanimous 6-0**

***Councilor Cyr and Mr. Ouellette arrived to join the meeting***

#### **3. Letter of Compliance for IgnitePI:** Authorize a letter of support by the Planning Board for IgnitePI's CDBG project

Galen Weibley briefed the board regarding the Community Development Block Grant requirement that states the Planning Board must authorize a letter of support for the project so the state may release funds for the project and insure the funds will not conflict with the comprehensive plan. This is a similar request like last month's request from the City. Mr. Clint Deschene, Director of Community Innovation for IgnitePI addressed the Board and shared project updates.

(Item Three Continued)

A motion by **Ward Gerow**, and second by **Sean Nordenhold** to authorize the Board Chairman to sign a letter drafted by staff in support of IgnirePI's proposed CDBG project. **Vote- unanimous 6-0 with Brandon McDonald abstaining for conflict of interest for his place of employment which is financially backing the project.**

4. **Planning Board Public Hearing to Consider Residential Rental Registration Ordinance:** Listen to public comment on draft residential rental ordinance as submitted in the 2021 City Rental Housing Report.

Mr. Weibley presented the draft language to the Planning Board and provided a broad overview of the ordinance, registration process and application form. The Planning Board members did not have any questions before opening the floor for the public hearing.

A motion was made by **Brandon McDonald** and second by **Ward Gerow** to open the meeting for public comment on the ordinance. **Vote – unanimous 7-0.**

Mr. Weibley informed the board that the city received written feedback from **John Harvell, Glen & Ann Braley, Isaac & Kristina Braley**, and **Mikayla Churchill** against the proposed ordinance. The City also received letters of support from **Fire Chief Darrell White** & Code Officer for the City of Caribou **Ken Murchison**.

**Attorney Jeff Ashby** residing at 40 Dyer Street spoke on behalf of clients against the ordinance stating it was intrusive to landlords and cited concerns with public disclosure and privacy concerns. Mr. Ashby also mentioned the state laws already weigh in favor of tenants over landlords in issues of fixing problems with the property. He submitted to the Board and Council written remarks to be made part of the public record.

**Attorney Matt Dyer** residing at 373 Houlton Road in Easton an attorney for **Pine Tree Legal** located at 373 Main Street addressed the board as a former member of the Rental Housing Working Group and shared his support for the proposed ordinance in its draft form as a proactive tool to address rental conditions in Presque Isle. Mr. Dyer was active in housing issues in Lewiston before moving to Aroostook County and believes if a similar ordinance was passed by Lewiston decades ago, it would have saved the community from the costs they are fixing now.

**Kevin Thorstenson** residing at 33 Academy Street addressed the board as an insurance broker by trade with his written comments and stating his opposition to the proposed ordinance as unneeded and wrong from the start. The proposed ordinance would hinder the landlord's operations costing them money and potentially raising the rents of tenants.

**Gary Nelson** residing at 66 Lakeshore Drive addressed the board in opposition to the proposed ordinance. He currently owns 205 Main Street and shared a store with a fire on the property that was caused by cigarette butts by the tenant's poor butt container. He mentions this story since he was told by the Fire Department that the fire originated as an electrical fire which is false. Mr. Nelson believes this ordinance is not needed and is punishing good landlords.

**Leigh Smith** residing at 56 Canterbury Street and a realtor by trade that manages 70 units within the City addressed the board in opposition to the ordinance. He fields 15-25 calls a week for people looking for housing and believes if this ordinance is adopted, more rental units will go into the underground. Mr. Smith mentioned landlords have a hard-enough time getting by with regulations that favor tenants and believes the City is doing enough to address the code concerns within the City. Mr. Smith also stated he is not in favor of additional Code officers for the City.

**Attorney Adam Swanson** representing clients in the City with an office located at 487 Main Street stated his opposition to the ordinance for a variety of reasons. Mr. Swanson mentioned the provision of a landlord being available 24/7 as overbearing. Additionally, Mr. Swanson echoed Attorney Ashby's comments that enough state laws are on the books to address this issue. Mr. Swanson stated there are Forth Amendment concerns with tenant information potentially being open for public record. Mr. Swanson ended his comments by mentioning incentive programs being better than more regulations.

**Amy Collins** residing at Portage Lake spoke in opposition to the proposed ordinance stating that she has spent a lot of money on her property at the corner of State & Main Streets. She believes landlords are not treated fairly through the eviction process and that this ordinance will conflict with their scheduled maintenance projects for the property if they receive a punch card that differs from what improvements they would like to make. Ms. Collins mentioned that landlords in this room take great pride in their buildings.

Chairman Roope closed the public hearing after receiving no more public comment. Before questions are asked by the Planning Board a motion was required.

On a motion by **Brandon McDonald**, and second by **Sean Nordenhold**, to deny the residential rental registration ordinance as submitted.

Mr. McDonald explained his rationale for the ordinance as a member of the working group that reviewed this topic. After hearing testimony tonight though, he decided this ordinance may need more work. Mr. Nordenhold was not aware that there was not more representation from landlords on the working group and believes more input is needed. Ward Gerow stated he sees the value for the ordinance but what is the alternative to doing nothing? Chairman Roope mention something needs to change to address poor property conditions in the community before major fires impact children. Chairman Roope also mentioned the issues facing housing in the city and desire to continue to the conversation of improving housing stock and safety in Presque Isle. Members of the public interjected during the planning board discussion which prompted Jayne Farrin to point the question for a vote if no other members wish to comment.

**Vote – unanimous 7-0**

Before Chairman Roope recessed the meeting at 7:45 PM, a poll of attendees agreed that the issue of housing should be explored by the City. The meeting was then recessed for the transition to the City Councilors public hearing.

5. **City Council Public Hearing to Consider Residential Rental Registration Ordinance:** Listen to public comment on draft residential rental ordinance as submitted in the 2021 City Rental Housing Report.

Chairman Kevin Freeman of the City Council reconvened the meeting at 7:57 PM and led in the pledge of allegiance. Roll call was taken with six out of seven councilors present.

City Manager Martin Puckett briefed the Council with the history of the working group and proposed ordinance before them. Mr. Weibley shared the intent of the ordinance was to aid the City in obtaining accurate data regarding the current rental housing stock in Presque Isle for additional state and federal funds to help in redevelopment opportunities for the landlords of Presque Isle.

*Attorney Adam Swanson* returned to state that he was not being paid to be here tonight and believes the best alternative for the City to explore is an incentive-based program. Similar echoes in support for incentives were made by *Kevin Thorstenson, Gary Nelson* and *Amy Collins*.

*Elise Siakis* a new resident and tenant in the City expressed gratitude for the City to explore this measure and voice that more tenant representation is in future conversations of changing the ordinance language.

COUNCIL COMMENTS:

*Councilor Chasse departed at this time for an emergency.*

A motion was made by *Councilor Green* and second by *Councilor Shaw* to table action on the draft Rental Registration Ordinance until the Council's January 4, 2022 meeting. **Vote – unanimous 5-0.**

6. **Adjournment**

A motion by *Councilor Green*, second by *Councilor Shaw* to adjourn. **Vote – unanimous 5-0.**

Respectfully Submitted,

Galen Weibley

---

**Planning Board Members**  
**Bruce Roope, Chair, Ward Gerow, Vice-Chair**  
**Jayne Farrin, Dave Perry, Brandon McDonald,**  
**Sean Nordenhold & Travis Ouellette**



## **Presque Isle City Council Meeting**

**August 4, 2021**

**6:00 PM**

**Mark & Emily Turner Memorial Public Library**

### **Call to Order – Roll Call**

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

Councilor D. Cyr arrived at 6:07pm

City Manager Martin Puckett and City Clerk Kimberly Finnemore were also present.

### **Pledge of Allegiance**

Chairman K. Freeman called the meeting to order at 6:03 PM and led those present in the Pledge of Allegiance.

### **Citizen Comments**

Chairman K. Freeman opened the Citizen Comments at 6:05 PM

Kim Smith Resource Development and Public information Officer informed Council of the upcoming County Snow Fest, to be held January 28, 2022 starting at 4PM and running thru Sunday January 30, 2021 at 4PM. And all the numerous activities lined up.

Randall Cyr came to follow up on his concerns with Jalbert's Auto. Randall did say that Mr. Jalbert has removed some of the cars behind Mr. Cyr's property. Mr. Cyr asked the council to put Mr. Jalbert's renewal for his license thru the city on hold, until Mr. Jalbert abides by code.

Chairman K. Freeman Closed the Citizens Comments at 6:11 PM

### **Public Hearing**

1. Approval for a CDBG-Rural Housing Preservation Program Application

Chairman K. Freeman opened the Public Hearing at 6:11 PM.

City Manager M. Puckett spoke on the Rural Housing Application.  
Galen Weibly spoke on grant and the qualifications for the grant.



There were no citizen comments.

Chairman K. Freeman closed the Public Hearing at 6:13PM.

**BE IT RESOLVED** by Councilor C. Green, seconded by Deputy Chair J. Shaw to approve CDBG-Rural Housing Preservation Grant as presented.

**Vote: 7- 0**

2. Approval for a CDBG-Ignite PI Resolution

Chairman K. Freeman opened the hearing at 6:16 PM.

Galen Weibley spoke on the grant

Clint Deschene spoke on behalf of Ignite PI

There were no citizens comments.

Chairman K. Freeman closed the hearing at 6:16 PM.

**BE IT RESOLVED** by Councilor M. Chasse, seconded by Councilor R. Smith to approve the resolution submitted in our packet, accepting the City's administration of Ignite PI's community Development Block Grant Economic Development Program to Revitalize the Northeastland Hotel in Downtown Presque Isle.

**Vote: 7 - 0**

**Consent Agenda**

3. July 7, 2021 and July 12, 2021 Minutes.

4. Warrant #24-#27 Totaling \$1,592,869.01

- Warrant #24-\$288,982.62
- Warrant #25-\$266,406.46
- Warrant #26-\$233,545.60
- Warrant #27-\$803,934.33

5. Approve Maine municipal Association Executive Committee

6. Approve CDBG Policies

**BE IT RESOLVED** by Councilor C. Green, seconded by Deputy Chair J. Shaw to approve Consent Agenda articles # 5-#6 as presented.

**Vote: 7 - 0**

**Old Business**

7. City Hall Renovation Updates  
Discussion only

8. Automobile Graveyard

Discussion only

9. Maine Bond Bank

City Manager M. Puckett spoke on the Maine Bond Bank and the great loan rates. Council had a discussion

**BE IT RESOLVED** by Councilor J. Willette, seconded by Councilor R. Smith to Authorize the City Manager to execute all necessary paperwork for Maine Bond Bank

**Vote: 7-0**

**New Business**

10. ARPA County Agreement

City Manager M. Puckett spoke on the details of the Agreement. Council had a discussion.

**BE IT RESOLVED** by Chairman K. Freeman, seconded by Deputy Chair J. Shaw to approve the ARPA county Agreement Service Contract.

**Vote 7-0**

**Manager's Report**

City Manager Martin Puckett spoke about receiving the 1<sup>st</sup> application for The TIF District and having a discussion at the next City Council Meeting. City Manager would also like to find a Citizen at large to be on the Committee and also 1 Council Member. M. Puckett also spoke about the Nomination forms available for 7 School Board Members, 1 Council Seat, Warden and a Ward Clerk positions are open. Nomination papers are available on 3<sup>rd</sup> floor at the City Clerk's office.

**Announcements**

The next meeting of the Presque Isle City Council will be held at the Mark & Emily Turner Memorial Public Library on September 1, 2021 at 6:00 PM. The Norther Maine Fair is being held 5-8<sup>th</sup>.

**Executive Session**

**BE IT RESOLVED** by Deputy Chair J. Shw, seconded by Councilor J. Willette to enter into Executive Session at 7:10 PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

**Vote: 7 - 0**

Council exited Executive Session at 7:58PM

**BE IT RESOLVED** by Councilor C. Green, seconded by Councilor J. Willette to approve Public Works and Valt contract.

**Vote: 7- 0**

**BE IT RESOLVED** by Chairman K.Freeman, seconded by Councilor J. Willette to enter into Executive Session at 7:58 PM pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Real Estate.

Council exited Executive Session at 9:02PM

**BE IT RESOLVED** by Councilor C. Green, seconded by Councilor J. Willette to authorize the city manager to sign all necessary paperwork for 12 Judd Street.

**Vote: 7- 0**

**Adjournment**

**BE IT RESOLVED** by Chairman K. Freeman, seconded by Councilor J. Willette to adjourn the meeting at 9:02 PM.

**Vote: 7-0**

Attested by: \_\_\_\_\_  
Kimberly A Finnemore, City Clerk



# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

## **AGENDA ITEM # 8**

---

---

### **SUBJECT**

---

---

**CONSENT AGENDA:** 2021 Warrants #28 - #31, totaling  
\$ 1,725,073.67

---

---

### **INFORMATION**

---

---

1) Warrant #28	\$ 636,426.38
2) Warrant #29	\$ 184,116.81
3) Warrant #30	\$ 173,476.71
4) Warrant #31	\$ 731,053.77

---

---

### **REQUESTED ACTION**

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_  
\_\_\_\_\_ to approve 2021 Warrants #28 - #31, totaling  
\$1,725,073.67.

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

**AGENDA ITEM # 9**

---

---

## SUBJECT

---

---

**CONSENT AGENDA:** Approve Appointment to PI Housing  
Authority

---

---

## INFORMATION

---

---

1) PI Housing Authority Recommendation

---

---

## REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor  
\_\_\_\_\_ to appoint Stephen Richard to the Presque Isle  
Housing Authority (five-year term – expires October 1, 2026).



August 4, 2021

Kevin Freeman, Chair  
Presque Isle City Council  
City of Presque Isle  
12 Second Street  
Presque Isle, ME 04769

RE: Recommendation of Stephen Richard Re-Appointment to Board of Commissioners

Dear Chair Freeman

On June 1, 2011, the City Council appointed Stephen Richard to a five-year term on the Presque Isle Housing Authority Board of Commissioners, which expired on October 1, 2011. On October 3, 2016, he was reappointed to a second five-year term effective October 1, 2016. During the past ten years, he has provided exceptional leadership on the board serving as Chair. He is a key member of the Financial Subcommittee, which meets monthly to review financials to provide observations and feedback to the board. He is also an invaluable resource to me as the Executive Director.

Stephen's term expires on October 1, 2021. He has been notified and has agreed to continue with the Board for another five-year term. Presque Isle Housing Authority is recommending Stephen Richard be re-appointed to a five-year term on the Board of Commissioners effective October 1, 2026, as he is an asset to our organization.

Sincerely,

Jennifer H. Sweetser  
Executive Director

JHS/lga

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2020

## AGENDA ITEM # 10

---

---

### SUBJECT

---

---

**CONSENT AGENDA:** Approve Drug Forfeitures

---

---

### INFORMATION

---

---

1) Transfer Agreements

---

---

### REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to authorize Chairperson, Kevin Freeman to sign the Approval of Transfers.



STATE OF MAINE  
AROOSTOOK, ss.

UNIFIED CRIMINAL COURT  
LOCATION: PRESQUE ISLE  
DOCKET: AROCD-CR-2020-40021

STATE OF MAINE,	)	
	)	
v.	)	APPROVAL OF TRANSFER
	)	
ARES RATTRAY,	)	
Defendant,	)	
	)	
\$875.00 IN U.S. CURRENCY,	)	
Defendant <i>In Rem</i> .	)	

NOW COMES the City of Presque Isle, by and through the Presque Isle City Council, and does hereby grant written consent pursuant to 15 M.R.S. §§ 5824(2) & 5826(8)(A) to transfer the above-captioned **\$875.00 in U.S. Currency**, or any smaller portion thereof, to the City of Presque Isle (Presque Isle Police Department) in that such did make a substantial contribution to the investigation or prosecution of this criminal case.

DATED: \_\_\_\_\_

\_\_\_\_\_  
Chairperson  
Presque Isle City Council

(Impress Seal Here)

UNIFIED CRIMINAL COURT  
LOCATION: PRESQUE ISLE  
DOCKET: AROCD-CR-2019-40799

## APPROVAL OF TRANSFER

(Impress Seal Here)

STATE OF MAINE  
AROOSTOOK, ss.

UNIFIED CRIMINAL COURT  
LOCATION: PRESQUE ISLE  
DOCKET: AROCD-CR-2020-40024

STATE OF MAINE,	)	
	)	
v.	)	APPROVAL OF TRANSFER
	)	
KILEY PELLETIER,	)	
Defendant,	)	
	)	
\$5000.00 IN U.S. CURRENCY,	)	
Defendant <i>In Rem</i> .	)	

NOW COMES the City of Presque Isle, by and through the Presque Isle City Council, and does hereby grant written consent pursuant to 15 M.R.S. §§ 5824(2) & 5826(8)(A) to transfer the above-captioned **\$5000.00 in U.S. Currency**, or any smaller portion thereof, to the City of Presque Isle (Presque Isle Police Department) in that such did make a substantial contribution to the investigation or prosecution of this criminal case.

DATED: \_\_\_\_\_

\_\_\_\_\_  
Chairperson  
Presque Isle City Council

(Impress Seal Here)

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

## AGENDA ITEM # 11

---

---

### SUBJECT

---

---

**CONSENT AGENDA:** Approve Appointment to Downtown TIF  
Advisory Committee

---

---

### INFORMATION

---

---

1) Memo from Galen Weibley, dated August 23, 2021

---

---

### REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor  
\_\_\_\_\_ to appoint the provided list of people given and  
Councilor \_\_\_\_\_ to the Downtown TIF Advisory  
Committee.





# *City of Presque Isle, Maine*

The Office of  
Director of Economic & Community Development

**Galen Weibley**

Email: [gweibley@presqueisleme.us](mailto:gweibley@presqueisleme.us)

## MEMORANDUM

<b>TO:</b>	<b>Members of the Presque Isle City Council</b> <b>Martin Puckett-City Manager,</b> <b>Kim Finnemore-City Clerk</b> <b>Chelsea Stratton-Executive Assistant to City Manager</b>
<b>FROM:</b>	Galen Weibley, Director of Economic & Community Development
<b>DATE:</b>	August 23, 2021
<b>RE:</b>	<b>Appointment of Downtown TIF District Advisory Committee</b>

With passage of the Downtown TIF Policy, the Council is directed to establish a Downtown TIF Advisory Committee. This Committee is composed of City residents and staff to help vet development projects wanting City assistance and to proposed public projects to the Council. Below are the list of names recommended for approval:

- **City Finance Director** – Brad Turner
- **City Economic Development Director** – Galen Weibley
- **PI Downtown Revitalization Committee** – Floyd Rockholt
- **Member-at-Large:** Sean Nordenhold

The last member of the committee is a representative from the City Councilor. After deliberations, the following motion is suggested with the addition of the Councilor to be appointed.

***Suggested motion:*** Mr. Chair, I move that we appoint the above referenced names to the Downtown TIF Advisory Committee with the addition of Councilor \_\_\_\_\_ for a one-year term.

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

## **AGENDA ITEM # 12**

---

---

### **SUBJECT**

---

---

**OLD BUSINESS:** City Hall Renovations Update

---

---

### **INFORMATION**

---

---

1) PowerPoint Presentation – PROVIDED AT MEETING

---

---

### **REQUESTED ACTION**

---

---

**Discussion only.**

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

**AGENDA ITEM # 13**

---

---

## **SUBJECT**

---

---

**NEW BUSINESS:** 2022 Budget Calendar

---

---

## **INFORMATION**

---

---

1) 2022 Budget Calendar

---

---

## **REQUESTED ACTION**

---

---

Discussion only.



# City of Presque Isle, Maine

The Office of City Manager

**Martin Puckett**

Email: mpuckett@presqueisleme.us

## MEMORANDUM

<b>TO:</b>	<b>Honorable City Council</b>
<b>FROM:</b>	Martin Puckett, City Manager
<b>DATE:</b>	August 26, 2021
<b>RE:</b>	<b>2022 Budget Calendar</b>

Date	Time	Day	Item	Location	Department (Acct #)
9/29	6:00 pm	WED	Council Meeting	SFCC	Budget Overview <b>1<sup>st</sup> public hearing</b>
10/12	5:15 - 7:15 pm	TUE	Budget Workshop	SFCC	15 mins Lewis – Assessing (1) (Pages -) 15 mins Galen – Economic & Community Dev. (2) (Pages -) 15 mins Brad - Finance (3) (Pages - ) 30 mins Darrell - FD(4) (Pages - ) 15 mins Martin - Gen. Gov. (6) 30 mins Sonja - Library(7) (Pages - )
10/13	5:15 - 7:15 pm	WED	Budget Workshop	SFCC	30 mins Laurie - PD(8) (Pages -) 15 mins Dana - PW(9) (Pages -) 30 mins Gene – Rec & Parks (10) 15 mins Dana - SW(12) (Pages -) 30 mins Tom – Industrial Council (13), (Pages -)
10/14	5:15 - 7:15 pm	THU	Budget Workshop	SFCC	15 mins Laurie PS Building(15) (Pages -) 15 mins Dana - Utilities(17), (Pages -) 30 mins various - Debt(18) (Pages -) 15 mins Galen - Echo Lake(19) (Pages -) 15 mins Martin/Eric - IT(23) (Pages - ) 15 mins Kim - City Clerk(25) (Pages - ) 15 mins Kim - Gen Assistance (26) (Pages - )
11/3	6:00 pm	WED	Council Meeting	SFCC	<b>2<sup>nd</sup> public hearing</b> Unclassified (20) (Pages -) Outside Requests (21) (Pages -)
11/4	5:15 pm	THU	Budget Workshop	SFCC	30 mins Scott - Airport (33) (Pages -) 5 mins Martin - Resource mngt(11), 15 mins Martin - Employee Benefits (14) 15 min Insurance(16), (Pages -)
11/18	5:15 pm	THU	Budget Workshop	SFCC	Budget Review Tentative dates to receive insurance rates
12/1	6:00 pm	WED	Council meeting	SFCC	

<b>12/2</b>	5:15 pm	THU	Tentative budget workshop	SFCC	TBD
<b>12/8</b>	5:15 pm	WED	Tentative budget workshop	SFCC	TBD
<b>12/13</b>	5:15 pm	MON	Tentative budget workshop	SFCC	TBD
<b>12/31</b>	<i>Final date allowed by charter for budget adoption</i>				



# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

**AGENDA ITEM # 14**

---

---

## SUBJECT

---

---

**NEW BUSINESS:** Taxi Cab Report

---

---

## INFORMATION

---

---

- 1) Memo from Scott Wardwell, dated August 25, 2021
- 2) Memo from Scott Wardwell, dated August 25, 2021
- 3) Courtesy Vehicle Agreement
- 4) Memo from Martin Puckett, dated August 25, 2021
- 5) Taxi Cab Ordinance
- 6) Complaint Letter
- 7) Taxi Cab Report – PROVIDED AT MEETING

---

---

## REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ that the City Council authorize the Airport Director to enforce all regulations applying general public on Ride Hailing type services.

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ that the City Council authorize the Airport Director to sign the Courtesy Vehicle Agreement with the Presque Isle Inn and Convention Center.



# City of Presque Isle, Maine

The Office of  
Airport Director

**Scott E. Wardwell**

Email: [scottw@flypresqueisle.com](mailto:scottw@flypresqueisle.com)

## MEMORANDUM

<b>TO:</b>	<b>City Council</b>
<b>FROM:</b>	Scott Wardwell, Airport Director <i>Scott Wardwell</i>
<b>DATE:</b>	August 25, 2021
<b>RE:</b>	<b>Regulations governing Ride Hailing services at the Presque Isle International Airport</b>

Prior to Covid-19, Uber and Lyft type services (Ride Hailing) were only just becoming available at the Presque Isle International Airport. At that time it wasn't even clear if they were going to be able to sustain themselves in our market area. Through the Pandemic, the services actually grew and provided a critical alternative to the Taxicab services that had traditionally operated at the airport. This growth now requires us to establish policies by which they will operate at the airport.

These Ride Hailing type transportation services became established in Maine during the LaPage Administration. At that time, a law was passed which specifically prohibited any government entity other than the State of Maine from regulating Ride Hailing services. This also included airports. With this regulatory structure in place the Portland Jetport applied the same rules to these types of services that apply to the public. It is my recommendation that the Presque Isle International Airport adopt the same policy. This will allow them to pick up and drop off at the curb in areas designated for the general public. They will not be able to leave their vehicles curbside unattended. They will not be able to leave their vehicles, even if attended, curbside for long durations of time while waiting for a flight to arrive or depart. They must pull up to the curb immediately unload or load and then depart the curb area. They will not be allowed to park in designated taxicab, courtesy vehicle or car rental parking areas. They are allowed to park in the public parking lot and will be subject to the same charges as the general public. They will be able to operate at the airport without any concession fee. At the airport, the general public is allowed in any of the public areas of the terminal. However, any kind of solicitation is prohibited. This will apply to Ride Hailing services as well. Examples of behavior which will not be allowed is holding up signs, shouting, whistling, handclapping, calling out destinations, grabbing luggage, and other attention getting measures.

---

### RESOLVE:

**BE IT RESOLVED** by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the City Council authorize the Airport Director to enforce all regulations applying to the general public on Ride Hailing type services.



# City of Presque Isle, Maine

The Office of  
Airport Director

**Scott E. Wardwell**

Email: [scottw@flypresqueisle.com](mailto:scottw@flypresqueisle.com)

## MEMORANDUM

<b>TO:</b>	<b>City Council</b>
<b>FROM:</b>	Scott Wardwell, Airport Director <i>Scott Wardwell</i>
<b>DATE:</b>	August 25, 2021
<b>RE:</b>	<b>Concession Agreement for Courtesy Vehicles at the Airport</b>

The new owner of the Presque Isle Inn and Convention Center is looking into the feasibility of operating a Courtesy Van from the Airport to his hotel. To my knowledge this kind of service has never been offered at the Presque Isle International Airport. At other airports across the United States this is a pretty common service that hotels offer to their customers. It facilitates things like Stay and Fly. Stay and Fly is the practice of checking into a hotel the day before an early morning flight and leaving your vehicle at the hotel for the duration of your trip. The Courtesy vehicle is used to transport the hotel guest to the airport for their departure. Upon return of the hotel guest from their trip, the courtesy vehicle is then used to transport them back to the hotel and to their personal vehicle. As we build our air service and reach out to more distant market areas within Canada, Stay and Fly will be an important addition to the services available in our community.

The attached concession agreement is the first of its kind at the Presque Isle International Airport. This document was developed from our Taxicab concession agreement. Modifications were made to be more applicable to a Courtesy Vehicle. Some of the verbiage was taken directly out of the Courtesy Vehicle regulations at the Portland Jetport. The \$150 annual fee was derived by using the ratio of the annual concession fee for courtesy vehicles divided by the annual taxicab fee at the Jetport multiplied by the current Taxicab Concession fee at the Presque Isle International Airport.

---

### RESOLVE:

**BE IT RESOLVED** by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the City Council authorize the Airport Director to sign the attached Courtesy Vehicle concession agreement with the Presque Isle Inn and Convention Center.

## COURTESY VEHICLE AGREEMENT

This Agreement entered into this 1st day of September, 2021, by and between the City of Presque Isle, a body corporate and politic, having its place of business at Presque Isle, in the County of Aroostook and State of Maine, hereinafter referred to as CITY; and Presque Isle Inn & Convention Center, of Presque Isle, in said County and State, hereinafter referred to as USER, whereby the parties agree as follows:

WITNESSETH: The City hereby authorizes the USER to provide courtesy vehicle service to the airport public, on a non-exclusive basis, and for no other purpose whatsoever, without the prior expressed written consent from the CITY acting through its Airport.

As used herein, the word “courtesy vehicle” shall mean a commercial vehicle that carries up to twenty (20) passengers including the driver. Operating between the airport and designated locations off airport property on a non-scheduled basis at no charge to the customer.

TERM: This Agreement shall be for a term of three (3) years beginning on the 1st day of September, 2021 and terminating on the 31st day of August, 2024.

1. In carrying on, operating and performing this courtesy vehicle service, the USER is granted the right to board and/or pick up customers from designated locations as determined by the Airport Manager, from time to time, at the Presque Isle International Airport Terminal Facility. The USER agrees that courtesy vehicle will be clearly identified by company name and that personnel performing services hereunder shall be neat and courteous. The USER shall not permit its agents, servants or employees to conduct business in a noisy, boisterous, offensive or objectionable manner, or to willfully or unreasonably interfere with other tenants and users of the airport facilities.

All authorized courtesy vehicle drivers desiring to transport passengers from the airport to locations off the airport shall, in the order of their arrival at the designated departure area (Exhibit A attached), form a single line leading up to the head of the queue. The courtesy vehicle operator shall be permitted to stand outside the vehicle, but not more than an arm's length from the vehicle. When parked shouting, whistling, handclapping, calling out destinations, grabbing luggage, and other attention getting measures are prohibited.

No vehicle operator or representative may enter or remain in the terminal building immediately before or during the arrival of any scheduled flight. Vehicle operators and representatives may otherwise enter the terminal building only for the following reasons:

- to check with scheduled airlines as to late arrivals or departures and as to luggage delivery
- to visit City Administrative Office
- to utilize the public facilities therein
- to retrieve or dispose of luggage or other personal belongings of a patron that has already been solicited

The Courtesy Vehicle operator may cause a "direct line" telephone service to be installed between its off-airport facility and the airport in a place designated by the Airport Director. Subject to availability of space and payment of the appropriate charges. Drivers of the courtesy vehicles shall not park in areas other than those designated by the Airport Director. Passengers will be allowed to be dropped off at the terminal curbside.

2. Concession Fee: USER agrees to pay City a "Concession Fee", amounting to **\$150.00** per year. (At the USER'S discretion, the "Concession Fee" may be paid annually or semi-annually.) Said "Concession Fee" shall be due and payable, if not sooner paid, by the anniversary date hereof, each year.

3. USER'S Obligations: USER hereby covenants and agrees:

- A. To furnish good, prompt, and efficient service, adequate to meet all reasonable demands for courtesy vehicle service at the airport, on a fair and reasonable basis.
- B. The courtesy vehicles made available hereunder shall be maintained at USER's expense in good operative order, free from known mechanical defects and in clean neat and attractive condition, inside and outside; and meet all minimum safety standards as set forth in any state, federal or local law or regulation; and be duly licensed at all times; and be fully insured as hereinafter provided.
- C. That it shall abide by and be subject to all reasonable rules and regulations which are now, or may from time to time, be promulgated by the CITY concerning management, operation or use of the airport.

4. CITY's Obligation: The CITY hereby covenants and agrees that it shall take appropriate action within its authority to protect the rights and privileges granted to the USER under this Agreement and other users having similar agreements. The CITY shall not grant to other users, conditions more favorable than those granted here in without offering such terms to the USER. Nothing herein shall preclude the CITY from entering into agreements with other persons, firms or entities which reflect different situations and containing reasonable different terms.

5. Indemnity: The USER shall keep and hold harmless the CITY from and against any and all claims, demands, suits, judgments, costs and expenses asserted by any person or persons, including agents, invitees or employees of the CITY and USER by reason of death or injury to persons, or loss or damage to property resulting from USER's operations hereunder or as a result of anything done or omitted by USER hereunder, except to the extent that such claims, demands, suits, judgments, costs and expenses may be attributed solely to the acts or omissions of the

CITY, its agents, employees or invitees. USER shall at all times be regarded as an Independent contractor and shall not at any time act as agent for or on behalf of CITY.



6. Insurance: The CITY, at its discretion, may require the USER to obtain and maintain continuously in effect at all times during the term hereof, at USER's sole expense, insurance protecting CITY against liability by reason of USER's wrongful or negligent conduct incident hereto from any accidents occurring on or about the roads, driveways, or other public places used by USER at the air port or elsewhere in the operation hereunder, caused or arising out of any wrongful or negligent act or omission by USER. Such insurance shall name CITY as a co-insured thereunder. General liability insurance shall provide liability limits of not less than \$250,000.00 for personal injury to or death of any one person; and \$500,000.00 for any one accident, and \$150,000.00 for property damage in any one accident. The USER shall provide automobile liability insurance and the USER shall provide liability limits as required by state and/or federal regulations governing courtesy vehicles. The USER shall provide to CITY certificates evidencing all such insurance.

7. Construction or Expansion of Airport: During the term of this Agreement, it may become necessary for the CITY to initiate and carry forward extensive programs of construction, expansion, maintenance and repair. USER recognizes that during such times it may be inconvenienced and such programs may partially impair USER's use of the premises. USER agrees that no liability shall attach to CITY for such inconvenience or disruption.

8. CITY's Termination Rights: CITY shall have the right, upon ten (10) days prior written notice to USER, to cancel this Agreement in its entirety, upon or after the happening and continuance of one or more of the following events:

- A. If the USER shall make a general assignment for the benefit of creditors;
- B. If USER shall file a voluntary petition for bankruptcy or a petition seeking its re-organization or the readjustment of its indebtedness under the Federal Bankruptcy Law or under any similar state law;
- C. If an involuntary petition in bankruptcy shall be filed against USER and USER is thereunder judged a bankrupt;
- D. If USER shall consent to the appointment of a receiver, trustee, or liquidator of all or substantially all of the property of USER;
- E. If USER shall fail to pay the rental charges or other money payments required by this Agreements on the date due.

9. Cancellation by CITY: If USER fails to perform, keep and observe any of the other conditions, terms or covenants of this Agreement, the CITY shall give USER notice in writing to correct such condition or cure such default. If any such condition or default is not remedied or cured within fifteen (15) days after receipt of such notice by USER, the CITY may immediately terminate this Agreement.

10. USER's Termination Rights: The USER shall have the right, upon written notice to CITY, to terminate or suspend this Agreement upon the happening of one or more of the following events.

- A. The issuance by any court of competent jurisdiction of an injunction order or decree preventing or restraining the use by USER of all or any substantial part of the demised premises, or preventing or restraining use of the airport for normal airport purposes, or the use of any part thereof which may be used by USER and which is necessary for USER's operation on the airport, which remains in force for a period of at least ninety (90) days;
- B. If CITY shall default in fulfilling any of the terms, covenants or conditions to be fulfilled by it under this Agreement and shall fail to cure said default within thirty (30) days following receipt of written demand from USER to do so;
- C. If all or a material part of the Terminal Building shall be destroyed by fire, explosion or another casualty or acts of God or the public enemy;
- D. If the United States Government or any of its agencies shall occupy the airport or any substantial part thereof to such an extent as to interfere materially with USER's operation for a period of thirty (30) days or more.

11. Anti-Discrimination: The parties hereto hereby covenant not to discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to his hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly or because of his age except where based on a bona fide occupational qualification, and to require a similar covenant on the part of any subcontractor employed in the performance of this Agreement.

In addition, the USER covenants in accordance with Title VI of the Civil Rights Act of 1964 and Part 15 of the Federal Aviation Regulations, that the USER will not, on the grounds of race, color or national origin, discriminate or permit discrimination, against any person or group of persons in any manner, and the USER is granted the right to take such action as the United States may direct to enforce this covenant.

12. Non-discrimination Requirements: This agreement is subject to the requirements of the U.S. Department of Transportation's regulations, 49 CFR Part 23. The USER agrees that it will not discriminate against any business owner because of the owner's race, color, national origin, or sex in connection with the award or performance of any concession agreement, management contract, or subcontract, purchase or lease agreement, or other agreement covered by 49 CFR Part 23.

The USER agrees to include the above statements in any subsequent concession agreement or contract covered by 49 CFR Part 23, that it enters and cause those businesses to similarly include the statements in further agreements.

13. Waiver: Any waiver or any breach of covenants herein contained to be kept or performed by USER or CITY shall not be deemed or considered as a continuing waiver and shall not prevent USER or CITY from declaring a forfeiture for any succeeding breach either of the same or a different condition or covenant.

14. Amendment to Agreement: This Agreement contains all the terms and conditions between the parties hereto and no alterations, amendments or additions thereto shall be valid unless in writing and signed by both parties hereto.

15. Miscellaneous Terms: This Agreement shall be governed by the laws of the State of Maine. In the event, any of the provisions of this Agreement are declared unenforceable by a court of competent jurisdiction, that ruling shall not affect the ability and enforceability of the remaining portions of this Agreement.

16. Any notice given pursuant to this Agreement shall be valid only if given in writing and sent by regular certified mail with sufficient postage attached, and deposited in the U.S. Post Office addressed to:

CITY: Airport Director  
Presque Isle International Airport  
650 Airport Drive, Suite 11  
Presque Isle, Maine 04769

USER: Cang V. Quach  
Presque Isle Inn & Convention Center  
116 Main Street  
Presque Isle, ME 04769

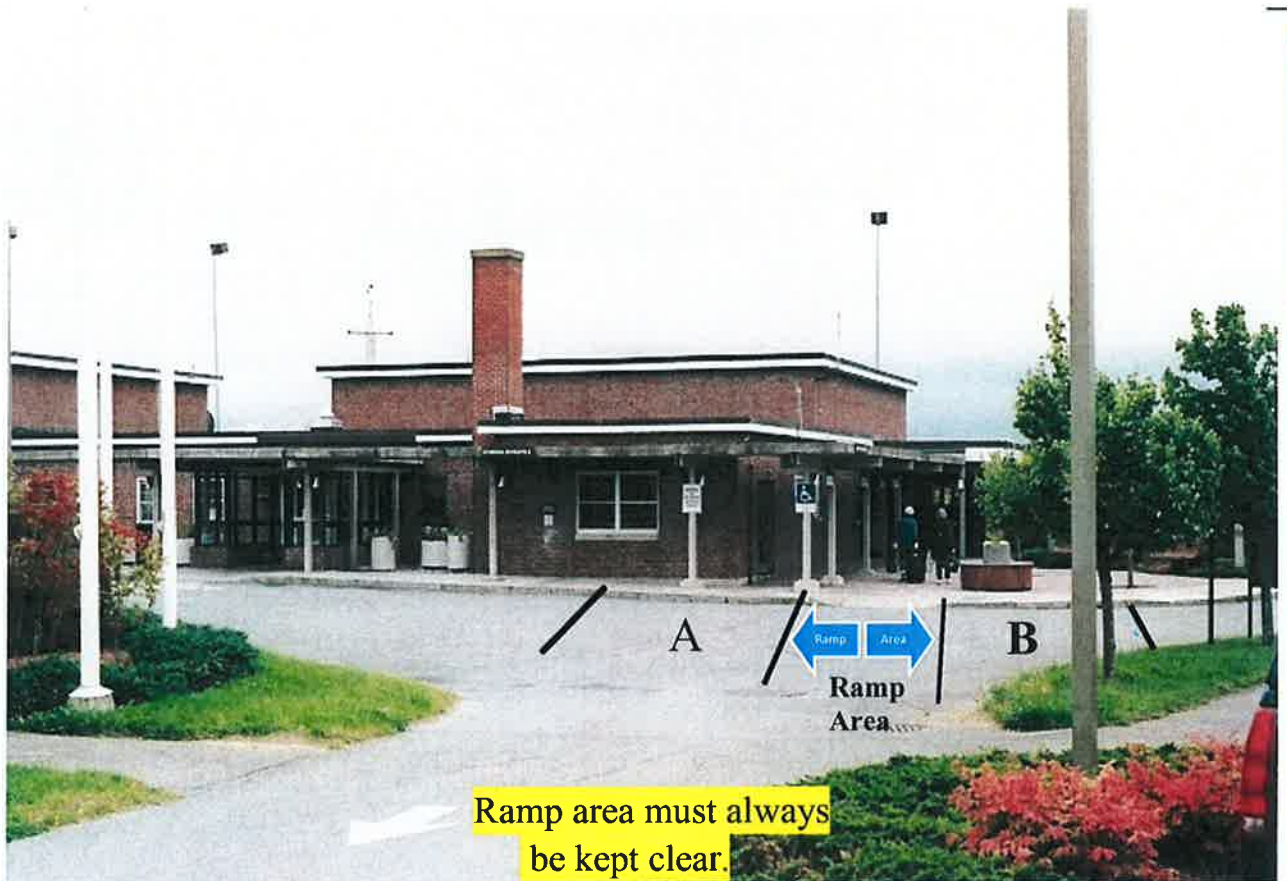
IN WITNESS WHEREOF, the parties hereto have interchangeably set their hands and seals the day and year first above written.

Signed, Sealed and Delivered in presence of CITY OF PRESQUE ISLE

By: \_\_\_\_\_  
Scott Wardwell  
Its: Airport Director

By: \_\_\_\_\_  
Cang V. Quach  
Presque Isle Inn & Convention Center

## EXHIBIT A



Courtesy Vehicle departure area. See position (A)  
Courtesy Vehicle must be pulled forward enough  
to clear ramp area.

Front of second courtesy vehicle.  
See position (B)

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

<b>TO:</b>	<b>Honorable City Council</b>
<b>FROM:</b>	Martin Puckett, City Manager
<b>DATE:</b>	August 25, 2021
<b>RE:</b>	<b>Taxi Cab Complaints</b>

We have received complaints about the taxi operators within Presque Isle. The Presque Isle Police Department is the entity to investigate the complaints. Officer White will have a report available at the meeting based upon the inspection he has completed for the four different licensed taxi cabs.

Based on the PIPD's findings, the council may decide to hold a public hearing with the operators to allow them to respond to the allegations and findings. Prior to suspension/revocation the companies must be given ten days' notice prior to council's action and have opportunity to be heard.

The purpose for the meeting tonight is to review the complaints and PIPD's report and determine you want to hold a future meeting to assess fines, suspension or revocation.

The complaints include:

1. Not adhering to rate structure
2. Not answering/not returning calls for service
3. Smoking in the vehicle
4. Vehicles have bald tires
5. Unsanitary Vehicles
6. Animal Excrement inside of vehicle
7. Delayed response calls

I wanted to respond to each complaint according to our ordinance and about recourse for violations.

**Complaints**

**Complaint #1 Rate Structure:**

Section 12 of the ordinance establishes rates for the taxi service. The base fee is for the urban compact area and transportation to/from the airport. The formula was established in 2005: (\$5.50 multiplied by current IRS Mileage Rate of .56/.405) = \$7.60. There are charges of \$1.50 for additional passengers over 10 years old, waiting time (.35 per minute), more than two bags (.75), large luggage (trunks \$1.00), and stops along the way to hotel (\$1.00).



Trips for one person with two bags or less, directly from the airport to a hotel within the urban compact area should be \$7.60.

Complaint #2 Not answering calls for service and #7 Delayed Response Calls:  
Section 10 states:

Holders of an operator's license shall answer all calls received by them for services inside the corporate limits of the City as soon as they can do so and if services cannot be rendered within reasonable time they shall then notify the prospective passengers how long it will be before the call can be answered and give the reason therefor.

Any holder of an operator's license who shall refuse to accept a call during business hours anywhere in the corporate limits of the City at any time when such holder has available taxicabs, or who shall fail or refuse to give service during business hours shall be deemed a violator of this section and the license granted to such holder may be revoked at the discretion of the Council.

While it does not state they have to provide transportation; they must answer all calls for service. There is no definition of "business hours." This may be an item for council to consider defining.

Complaint #3 Smoking in the Taxi:

State Statute:

**§1542. Smoking prohibited in public places**

**1. Prohibition.** Smoking is prohibited in all enclosed areas of public places, outdoor eating areas as provided in [section 1550](#) and all rest rooms made available to the public. In the case of a child care facility that is not home-based, smoking is also prohibited in a facility-designated motor vehicle within 12 hours before transporting a child who is in the care of the child care facility, and whenever such a child is present in the vehicle. Smoking is also prohibited in outdoor areas of the facility where children may be present.

Smoking should not occur in taxis, they are considered a workplace and a public space and can lead to civil fines of \$100 to \$1,500 under 22 M.R.S. §1580-A.

Complaint #4 Bald Tires & #5 & #6 Unsanitary Vehicles

Section 13 Equipment A. Taxicabs shall be at all times clean and in good repair inside and out and shall be maintained at all times in compliance with the laws of the state relating to passenger vehicle and the rules and regulations of the State Commissioner of Transportation enacted pursuant thereto.

Taxicabs shall be inspected and must pass inspection by a State of Maine Certified Inspection Station three (3) times per year, during the months of January, May and September.

Bald tires are not in compliance with state inspection requirements. Taxis must be kept clean at all times.

**Suspension or Revocations**

Section 9 & 21 does have language that applies to these allegations that could be grounds for suspension or revocation, with prior notification and opportunity to be heard:

4. Drove a taxicab when not clean and neat in appearance;

5. Refused to transport any orderly person upon request unless, in the case of a single taxicab business the taxicab is engaged, or in the case of a taxicab business operating more than one taxicab, all taxicabs operated by such business and then in service are engaged (if no taxicab is available at the time when a request for taxicab service is telephoned to a dispatch service, the dispatch service shall arrange with the caller for transportation by the next available taxicab using such dispatch service unless the caller expressly declines to make such arrangement)

7. Charged more than the maximum fare specified on the rate card displayed in the taxicab;

#### **Section 9 Suspension, Revocation of License; Hearing**

An operator's license issued under the provisions of this chapter may be revoked or suspended by the Council if the holder thereof has: A. Violated any of the provisions of this chapter; B. Discontinued operations for more than sixty (60) days without due cause; C. Has violated any Ordinance of the City or the laws of the United States or of the State of Maine, the violations of which reflect unfavorably on the fitness of the holder to offer public transportation. Prior to suspension or revocation, the holder shall be given ten (10) days notice of the proposed action to be taken and shall have an opportunity to be heard.

#### **Penalties**

The council also has the ability to fine the operators under the provisions of the ordinance:

Taxis found to have violated any provision of this chapter, taxicab operators may be fined up to \$500.00 and taxicab drivers may be fined up to \$50.00 for any violations of this chapter or may also be charged criminally or civilly for any violations of this chapter that also constitute a violation of State law, but not both.

Pictures taken from a passenger that recently used Aroostook Cab, showing sipes (grooving perpendicular to the tire) are completely worn off the shoulder. The tread block tread is barely discernable from the channels. Following pictures show stains, gravel and debris from the interior of the Buick.







# CHAPTER 12

## CITY OF PRESQUE ISLE

### *Taxicab Ordinance*



Approved by the City Council: May 20, 1991

Amended Section 12: Rates by the City Council: June 3, 1996

Amended Section 12: Rates by the City Council: December 4, 2000

Amended Section 12: Rates and Section 23: Rate Schedule by the City Council: May 3, 2004

Amended Section 12 Rates by the City Council: October 17, 2005

Amended Section 6: Indemnity Insurance Required: March 3, 2008

Amended Section 12: Rates by the City Council: March 3, 2008

Amended Section 12: Rates and Section 23: Rate Schedule by the City Council: June 6, 2011

Amended Section 22: Fee Schedule and Section 24: Penalties by the City Council: March 7, 2016

Repassed by the City Council: January 4, 2016

Repassed by the City Council: January 8, 2020

Attest: \_\_\_\_\_  
Thomas C. King, City Clerk

## CHAPTER 12

### TAXICABS

#### **Section 1 Definitions**

The following words and phrases when used in this chapter shall have the following meanings:

- A. Driver's License: means the permission granted by the Council to drive a taxicab upon the streets and roadways of the City, provided the person possesses a valid Maine Drivers License.
- B. Licensed Inspector: means and includes any person designated by the Clerk to perform inspections of taxicabs.
- C. License to operate: means the license issued by the Council authorizing a person to operate a taxicab business in the City.
- D. Limousine: means and includes any motor vehicle except a taxicab, used for the transportation of passengers for hire for special events and by appointment.
- E. Person: Includes an individual, corporation, partnership or other business association.
- F. Rate Card: means a card issued by the City Clerk for display in each taxicab which boldly shows the rates then in force.
- G. Revocation: means a suspension of the right to conduct business or drive a taxicab for a period that exceeds one year.
- H. Suspension: means taking away the right to conduct business or drive a taxicab that does not exceed one year.
- I. Taxicab: means a motor vehicle regularly engaged in the business of carrying passengers for hire, having a seating capacity of not less than four (4) persons and not operated on a fixed route.
- J. Taxicab Operator: means a person engaged in the business of employing drivers and taxicabs for transporting passengers for hire.
- K. Waiting Time: means the time when a taxicab is not in motion from the time of acceptance of a passenger to the time of discharge, but does not include any time that the taxicab is not in motion if due to any cause other than the request, act, or fault of the passenger.

#### **Section 2 Police Department to Report Violations to Council**

The Police Department is hereby given the authority and is instructed to watch and observe the conduct of operators and drivers operating under this chapter.

Upon discovering a violation of the provisions of this chapter, the Police Department shall report the same to the Council which will order or take appropriate action.



### **Section 3 Operator’s License Required**

No person shall operate or permit a taxicab owned or controlled by him to be operated as a vehicle for hire upon the streets of the City without having first obtained a license from the Council.

### **Section 4 Application for License to be Filed; Information Desired**

An application for a taxicab operator license required by Section 3 shall be filed with the City Clerk upon forms provided by the City and such application shall be verified under oath and shall furnish the following information:

- A. The name and address of the applicant
- B. Evidence of ability to secure bond or insurance
- C. The experience of the applicant in the transportation of passengers
- D. The number of vehicles to be operated or controlled by the applicant
- E. Such further information as the Council may require

### **Section 5 Issuance of License**

If the Council finds that an applicant is fit, willing and able to perform such public transportation, and to conform to the provisions of this chapter and the rules promulgated by the Council, then the City Clerk shall issue an operator’s license stating the name and address of the applicant, the number of vehicles authorized under the license and the date of issuance, otherwise the application shall be denied.

All licenses covered by this chapter shall expire on the first (1<sup>st</sup>) day of May of each year, except if the first (1<sup>st</sup>) shall fall on a weekend or a holiday the license will expire on the next regular business day.

### **Section 6 Indemnity Insurance Required**

No operator’s license required by Section 3 shall be issued or continued in operation unless there is in full force and effect vehicle insurance in such form and amount of coverage per applicable State law and/or regulation.

Said insurance, shall inure to the benefit of any person who shall be injured or who shall sustain damage to property, proximately caused by the negligence of a taxi operator. A copy of said insurance shall be filed with the City Clerk, with the City as a named insured.

### **Section 7 Fees Prerequisite to Issuance to License**

No operator’s license provided under this chapter shall be issued or continued in operation unless the holder thereof has paid an annual license fee required by Section 22 for the right to engage in the taxicab business and the required fee for each vehicle under a license.

Said license fees shall be valid for one year and shall be in addition to any other license fees or charges established by proper authority and applicable to said taxicab operator or the vehicle or vehicles under his operation and control.

### **Section 8 Transfer of Operator's Licenses**

No operator's license may be sold, assigned, mortgaged, or otherwise transferred.

### **Section 9 Suspension, Revocation of License; Hearing**

An operator's license issued under the provisions of this chapter may be revoked or suspended by the Council if the holder thereof has:

- A. Violated any of the provisions of this chapter;
- B. Discontinued operations for more than sixty (60) days without due cause;
- C. Has violated any Ordinance of the City or the laws of the United States or of the State of Maine, the violations of which reflect unfavorably on the fitness of the holder to offer public transportation.

Prior to suspension or revocation, the holder shall be given ten (10) days notice of the proposed action to be taken and shall have an opportunity to be heard.

### **Section 10 Duty to Provide Service; Penalty**

Holders of an operator's license issued in accordance with this chapter shall maintain a central place of business for the purpose of receiving calls and dispatching cabs.

Holders of an operator's license shall answer all calls received by them for services inside the corporate limits of the City as soon as they can do so and if services cannot be rendered within reasonable time they shall then notify the prospective passengers how long it will be before the call can be answered and give the reason therefor.

Any holder of an operator's license who shall refuse to accept a call during business hours anywhere in the corporate limits of the City at any time when such holder has available taxicabs, or who shall fail or refuse to give service during business hours shall be deemed a violator of this section and the license granted to such holder may be revoked at the discretion of the Council.

### **Section 11 Taxicabs to be Marked**

Taxicabs will be clearly marked as such. Taxicab operators may employ a specific color scheme, identifying design, monogram or insignia.

Each licensed taxicab shall have on the top and/or each side in letters readable from a distance of twenty (20) feet the name of the licensee or the dispatch controller for the purpose of receiving calls, as well as a designated number assigned by the City Clerk to be no smaller than three (3) inches to be placed on each side of each licensed vehicle, or on each side of the taxi sign on top of the vehicle.

## **Section 12 Rates**

No taxicab operator or taxicab driver shall charge a sum for the use of a taxicab higher than that in accordance with the following rates:

- A. A base fee shall be set based on the formula found in Section (J) below for one and \$1.50 for each additional person ten (10) years of age and over, from the same point of hire to the same destination, within the compact urban line, excluding the Airport. An additional \$1.00 per mile may be charged for trips outside the compact urban line.
- B. A fee may be charged for fares to and from the Airport, equal to the base fee, within the urban line or from any hotel or motel in the City.
- C. Trunks may be charged for at the rate of \$1.00.
- D. Charges for waiting time may be \$ .35 per minute or \$20.00 per hour.
- E. Charge for errands may be \$1.00 over the cost of fare.
- F. An additional fee of \$1.00 may be charged for delivering groceries, parcels, etc.
- G. Children under ten (10) years of age accompanied by adults will be carried without charge.
- H. Taxicabs may be employed as sightseeing cabs at the rate of \$20.00 per hour for the first hour and, for each quarter hour thereafter or fraction thereof, \$5.00, provided, however, that no taxicab shall be engaged as a sightseeing cab for a shorter period than one hour.
- I. No charge shall be made for the transportation of the first two bags or parcels per passenger. A charge of \$ .75 may be charged for more than two bags or parcels.
- J. The base fee shall be established based on the IRS allowable mileage rate. Such rate shall be based on a ratio of the 6/2005 rate of \$0.405 per mile equaling a base rate of \$5.50, rounded down to the nearest \$0.10. To illustrate, at the 2011 IRS rate of \$0.51, the base rate would be \$6.90  $((5.50 \times 0.51) / (0.405) = \$6.92$ , rounded down to \$6.90
- K. Passengers are under no obligation to pay the fare for any trip originating in the City and going outside the City or originating outside the City and coming inside the City unless the passenger and the driver have agreed upon an amount of the fare prior to the commencement of the trip.
- L. A rate card shall be issued by the City Clerk together with each taxicab license. The rate card shall be clearly visible to the passenger at all times when the taxicab is in service. The rate card shall also contain the following statement: "If you have a complaint about the service you have received or the fare you have been charged, please call the Clerk of the City of Presque Isle at 760-2720."
- M. Whenever the IRS rate for mileage changes, the maximum rate charged, according to this ordinance, shall automatically change on the effective date and upon notification by the City Clerk to all licensed operators within the City. A public notice shall be placed according to the notification requirements of any ordinance changes; such cost shall be borne by the licensed operators.

### **Section 13 Equipment**

- A. Taxicabs shall be at all times clean and in good repair inside and out and shall be maintained at all times in compliance with the laws of the state relating to passenger vehicle and the rules and regulations of the State Commissioner of Transportation enacted pursuant thereto.

Taxicabs shall be inspected and must pass inspection by a State of Maine Certified Inspection Station three (3) times per year, during the months of January, May and September.

- B. Every taxicab shall be equipped with an exterior light affixed to the roof thereof which shall be covered with a translucent fixture marked with the word “Taxi” in legible lettering and which shall be operated during the period between sunset and sunrise, as long as the taxicab is in service.
- C. Every taxicab shall be conspicuously marked in letters not less than one and one-half (1 ½) inches in height with the word “Taxi” and the owner’s name or trade name, or, in lieu of such name or trade name, with a design or monogram containing the owner’s name or trade name. Such design or monogram shall be not less than eight (8) inches in diameter.

### **Section 14 Display of License**

A taxicab driver shall display his or her taxicab driver’s license in a place within the cab which is clearly visible to passengers at all times when the cab is in service.

### **Section 15 Ordering of Taxicab from Service**

The license inspector may require any licensee to present a taxicab for inspection whenever the inspector deems such inspection necessary and may in writing order a taxicab business licensee to remove from service any taxicab which is in violation of this chapter; provided that a reinspection shall be scheduled as soon as possible but in no case more than three (3) days thereafter. There shall be a charge of \$5.00 for the first reinspection, and a charge of \$25.00 for each reinspection thereafter, of any taxicab ordered removed from service for any violation which is deemed by the license inspector to represent a serious threat to the health or safety of passengers. Any licensee aggrieved by such an order may appeal at any time to the Clerk who shall as soon as possible, and in no case more than three (3) days thereafter determine whether such taxicab is in violation of this chapter and shall either affirm the order of the license inspector or give the licensee written permission to return the taxicab to service. Notwithstanding any other provision of this section or chapter, the license of any licensee charged with operating a taxicab which the license inspector has ordered out of service shall be suspended in accordance with Section 9, and shall either be suspended or revoked upon a finding, after notice and hearing, that the violation has in fact been committed.

### **Section 16 Required**

No person shall operate a taxicab within the City unless such taxicab and the driver thereof are currently licensed. All licenses issued pursuant to this chapter shall be granted, denied, suspended or revoked by the Clerk, in accordance with the other provisions of this chapter. A taxicab business license shall apply to one vehicle only.

## **Section 17 Application**

- A. Applications under this chapter shall be filed as follows:
1. Taxicab operator's licenses:
    - a. Name(s) of the stockholders of the corporation will be submitted along with the application. In all other cases by all persons having actual ownership interests in the applicant. If the applicant is a corporation, the application shall state the name and the date and place of birth of each of the principal officers of the applicant and of every person having management authority in the business of the applicant. In all other cases, the application shall state the name and address and the date and place of birth of every person having an actual ownership interest or having management authority in the business of the applicant.
    - b. A record of any disqualifying criminal conviction or a statement that no such conviction exists shall be provided.
    - c. A detailed description of the graphic design, insignia, wording and coloring which will appear upon the vehicle, if licensed, shall be included.
    - d. The application shall contain an appropriate form of statement over the signature of each person signing the application, giving all persons and governmental agencies having information relevant to the above items permission to release the same to the Clerk.
  2. Taxicab drivers license. The taxicab driver's license application shall:
    - a. State the age of the applicant; all applicants must be at least 18 years of age.
    - b. Provide proof the applicant has a valid, active, Maine driver's license.
    - c. Contain a complete statement of the applicant's health and physical condition
    - d. Contain a complete record of the applicant with respect to any disqualifying criminal conviction or a statement that no such conviction exists
    - e. Contain a record of convictions for reckless driving, driving to endanger, operating or attempting to operate under the influence during the year preceding the application; and
    - f. State whether any driver's license held by the applicant is presently revoked or has been revoked during the three (3) years preceding the application and the reasons for such revocation or revocations.
- B. The application shall contain an appropriate form of statement over the signature of the applicant giving all persons and governmental agencies having information relevant to the above items permission to release the same to the Clerk and shall be accompanied by two (2) photographs of the applicant of such size as the Clerk may specify.

### **Section 18 Standards for Denial**

In addition to those standards set forth in this chapter, a license under this section shall be denied to the following persons:

- A. Taxicab operator's licenses:
  - 1. To a corporation which is not licensed to do business in the state;
  - 2. To an applicant other than the registered owner of the vehicle;
  - 3. To an corporation if any principal officer or stockholder thereof or any person having actual ownership interest therein has a disqualifying criminal conviction;
  - 4. To an applicant, other than a corporation, if such applicant or any person having an actual ownership interest or management authority therein has a disqualifying criminal conviction; and
  - 5. To any applicant whose taxicab business license has been revoked within the three (3) years preceding the application.

### **Section 19 Transfer**

Notwithstanding any other provision of this chapter, and in lieu of any other fee, a taxicab license may be transferred to another vehicle. All additional fee of \$5.00 will be charged for the transfer at the time the transfer is requested.

### **Section 20 Automatic Revocation or Suspension**

No taxicab driver's license shall be effective for the purposes of this chapter during any period in which the state driver's license of the licensee is suspended or revoked.

### **Section 21 Grounds for Suspension or Revocation**

- A. Either License. In addition to the grounds for suspension or revocation of licenses set forth in other sections of this chapter, either a taxicab operator's license or a taxicab driver's license may be suspended or revoked upon a determination that the licensee:
  - 1. Knowingly took a longer route to his or her destination than was necessary unless so requested by the passenger;
  - 2. Knowingly conveyed any passenger to a place other than that which the passenger specified;
  - 3. Transported any person other than the passenger first engaging the taxicab without the express consent of such passenger;
  - 4. Drove a taxicab when not clean and neat in appearance;
  - 5. Failed to remain in the driver's compartment of the taxicab at all times that the taxicab was in service or was waiting to be hired; other than to assist a passenger or his or her bags into or out of the taxicab; or permitted any person other than the driver, and a passenger or passengers to remain in the taxicab at any such time; except a trainee, if a licensed taxicab driver;
  - 6. Refused to transport any orderly person upon request unless, in the case of a single taxicab business the taxicab is engaged, or in the case of a taxicab business



operating more than one taxicab, all taxicabs operated by such business and then in service are engaged (if no taxicab is available at the time when a request for taxicab service is telephoned to a dispatch service, the dispatch service shall arrange with the caller for transportation by the next available taxicab using such dispatch service unless the caller expressly declines to make such arrangement);

7. Charged more than the maximum fare specified on the rate card displayed in the taxicab;
8. Failed to notify the Clerk of any change of any material fact set forth in the application for such license; or
9. Removed from a taxicab or obscured or caused to be removed from a taxicab or obscured the notice required by Section 12.

B. Taxicab drivers licenses only. In addition to the provisions of Subsection (A), a taxicab driver's license may be suspended or revoked upon the determinations that the driver:

1. Engaged in any loud argument, fight or other disturbance; harassed, threatened or assaulted another person; intentionally damaged, destroyed or threatened to damage or destroy any property; or in any other manner engaged in conduct detrimental to the orderly and efficient transportation of passengers.

Maximum suspensions of taxicab driver's licenses, under this section shall be as follows:

5 days for the first violation; 14 days for the second violation within a one-year period. Third violations shall result in revocation of the taxi driver's license and may be the basis for further action with respect to the taxicab operator's license.

C. Taxicab operator's licenses. In addition to the provisions of Subsection (A), taxicab operator's licenses shall be subject to suspension or revocation where it is determined that there have been repeated violations by the driver or drivers which resulted in four (4) or more suspensions for similar conduct by the same driver, or eight (8) or more suspensions by employees of the same person holding more than one taxicab operator's license for similar conduct establishing a pattern of conduct by the holder of the taxicab operator's licenses .

## **Section 22 Fee Schedule**

The following list of fees are set in compliance with this chapter:

<u>Type</u>	<u>Fee</u>
1. Taxicab Operator's License	\$100.00
2. Taxicab Driver's License	\$ 25.00
3. Transfer Request	\$ 5.00
4. Inspection Required by Section 15	\$ 5.00 and \$25.00

### **Section 23 Rate Schedule**

The following list of rates are set in compliance with this chapter:

1. Base rate may be charged for any trip within the compact urban line, except the Airport, an additional fee of \$1.00 per mile may be charged for trips outside the compact urban line.
2. \$1.50 may be charged for each additional passenger.
3. Base rate may be charged for any trip to or from the Airport, inside the compact urban line or from any hotel or motel in the City.
4. Trunks may be charged for at a rate of \$1.00.
5. Waiting time may be charged at \$ .35 per minute or \$20.00 per hour.
6. Charge for errands may be \$1.00 over the cost of the fare.
7. Charge for the delivery of groceries, parcels, etc. may be \$1.00 over the fare.
8. When used for sightseeing the fare may be \$20.00 per hour, and \$5.00 of every quarter hour thereafter.
9. No fare may be collected for any child under the age of 10 years old, when accompanied by an adult.

### **Section 24 Penalties**

Notwithstanding any other provision of this chapter, if found to have violated any provision of this chapter, taxicab operators may be fined up to \$500.00 and taxicab drivers may be fined up to \$50.00 for any violations of this chapter or may also be charged criminally or civilly for any violations of this chapter that also constitute a violation of State law, but not both.

### **Section 25 Sunset Provisions**

This Ordinance shall be in force for the term of four (4) years from its effective date. This Ordinance shall become null and void upon the expiration of four (4) years from said effective date, unless recommended and required by the City Council to remain effective prior to such expiration date.



Hello gentleman,

I have spoken to a few of you concerning our taxi service situation in Presque Isle and would like to share this information with all of you in hopes that it can be resolved.

I have been in business for 40 years in Presque Isle, 28 years at the Northeastland Hotel and I have never had to reach out for anything on a serious nature, but we have a situation that has been progressively getting worse and needs to be addressed.

We have 4 certified taxi companies in town. Jeff's taxi and Carney's taxi work when and if they want to and charge whatever they want to. My understanding is that there is a set rate that taxis should be charging.

Aroostook cab closes at 10:00 PM every night and Town taxi closes at midnight; they both correctly charge \$8.00 per trip from the hotel to the airport. The physical state of the taxis is awful, they are dirty and some smoke in them which can't be legal as it is a public place.

We advertise our international airport with hopes of increasing the number of people that come to Presque Isle, how does it look if the city can't provide transportation?

If a flight is late, we have nobody to pick them up, we have been paying people that we know to pick up the airline crew, that is a terrible business decision on our part for liability reasons.

Last week we asked someone that we know to pick up the airline crew as it was late and the taxi services would not do it, not only did he deliver the crew to us but also an extra person who had no ride, 2 people to the Hampton, 1 person to the Sure Stay, and a woman to St. David. They did not know what they were going to do and our guy volunteered to take them.

If people want to go out on the town and try to get a cab home after midnight, there aren't any. What do they do, drive while drinking? In the winter they will not work during bad weather.

My thoughts are that if they want to be in the transportation business, they need to be available at all times. It's no different than me having a night auditor on from 11:00 P.M. to 7:00 A.M., or the police and fire departments. I understand that it's hard to find people to work during the Covid but this has been an issue since before the Covid. The standards of the vehicles and the employees that they hire must be improved it's no different than every business in operation. People somehow believe that because it's a "Taxi" we shouldn't expect much. I disagree.

I received the attached email that from the management of CommutAir concerning the Taxi. I hope that a discussion can be scheduled to address this issue.

Best regards  
Robin M. Doody

## CrewConneX

A new feedback item has been submitted with a feedback number of #45497. The item is currently 'Assigned to Corporate'. Please log into the system to review notes that may be associated with this change.

<b>Customer Name:</b>	CommutAir	<b>Reservation #:</b>	
<b>Employee #:</b>	1521	<b>Reservation Type:</b>	N/A
<b>Employee Email:</b>		<b>Location:</b>	PQI
<b>Employee Name:</b>	JAMES	<b>Event Date:</b>	07/25/2021
<b>Employee Position:</b>	PIC	<b>Supplier:</b>	The Northeastland Hotel
<b>Topic(s):</b>	Safety, Transport HTL-ARP, Transport ARP-HTL	<b>Supplier Type:</b>	Hotel
<b>Room Number:</b>	221	<b>Flight #:</b>	
<b>Did you try to resolve the issue with the front desk/hotel manager?</b>	Yes, but they were unable to resolve the issue		

Comment created on 07/25/2021 13:00 CST by

**JAMES (Crew)**

The town taxi service is a safety hazard. Tires are bald. The inside of the car is almost a biohazard. Cigarettes and ashes. The most filthy vehicle I have ever been in.

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

**AGENDA ITEM # 15**

---

---

## SUBJECT

---

---

**NEW BUSINESS:** Schedule Public Hearing to adopt updates to the following building standards: Chapter 31 National Electrical Code & Chapter 38C Property Maintenance Code

---

---

## INFORMATION

---

---

- 1) Memo from Penny Anderson, dated August 16, 2021
- 2) Chapter 21 National Electrical Code
- 3) Chapter 38C Property Maintenance Code

---

---

## REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to schedule a public hearing to adopt updates to the following building standards: Chapter 31 National Electrical Code & Chapter 38C Property Maintenance Code on September 29, 2021.



# *City of Presque Isle, Maine*

Planning and Development Department

From the desk of:

**Penny Anderson**

Email: [panderson@presqueisleme.us](mailto:panderson@presqueisleme.us)

## **MEMORANDUM**

<b>TO:</b>	<b>Honorable City Council</b>
<b>CC:</b>	Martin Puckett, City Manager, Chelsea Stratton, Executive Assistant, Galen Weibley, Director of Economic & Community Development, and Kim Finnemore, City Clerk
<b>DATE:</b>	August 16, 2021
<b>RE:</b>	<b>Update of National Electrical Ordinances &amp; Property Maintenance Code</b>

Back in 2010 The Department of Public Safety adopted new building standards for the State of Maine and each community with a population of over 2,000 at that time had to adopt these building codes.

The primary objective of the Board was to establish a uniform building code throughout the State of Maine and to maintain the Code consistent with the State's interest as provided by 10 M.R.S. § 9721 et. seq.

Every three (3) years the building standards are updated and adopted by the State of Maine this request is to have the wording changed in the following ordinances to reflect that the City of Presque Isle will adopt the most current State of Maine version of this code.

The following codes to be updated are Chapter 31 National Electrical Code and Chapter 38C Property Maintenance Code. (See Attached updates).

Please add this to the agenda for the September 1, 2021 City Council meeting.

*RECOMMENDED: Motion by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_, to schedule a public hearing for September 29<sup>th</sup>, to update the following building standards: Chapter 31 National Electrical Code and Chapter 38C Property Maintenance Code.*



## NATIONAL ELECTRICAL CODE

### CHAPTER 31

An Ordinance establishing minimum regulations governing the design, construction, alteration, enlargement, repair and maintenance of electrical wiring in all buildings and structures. Providing for the issuance of permits, collections of fees, making of inspections and providing penalties for the violation thereof; known as the *National Electrical Code*. ~~and repealing the existing Chapter 31, National Electrical Code 2005 Edition of the City of Presque, State of Maine.~~

**PREAMBLE:** This Ordinance is intended to replace and repeal all prior ordinance(s) dealing with any subject matter dealt with herein, and shall supersede the same, whether specifically repealed or referenced herein:

Be it ordained by the City Council of the City of Presque Isle as follows:

#### **SECTION 1. ADOPTION OF THE NATIONAL ELECTRICAL CODE**

That a certain document, ~~three (3) copies of which are on file in the office of the City Clerk of the City of Presque Isle~~ being marked and designated as the most current State of Maine adopted ~~The National Electrical Code-2008 Edition~~, as published by the National Fire Protection Association and Chapter 120 "Electrical Installation Standards"; be and is hereby adopted as the Electrical Code of the City of Presque in the State of Maine; for the control of electrical wiring as, hereby, provided; and each and all of the regulations, provisions, penalties, conditions and terms as said in the National Electrical Code and *National Fire Protection standard # 70*, are hereby referred to, adopted and made a part hereof as is fully set out in this Ordinance.

#### **SECTION 2. APPOINTMENT AND SALARY**

The Electrical Inspector shall be appointed by the City Council. The Electrical Inspector shall receive a salary set by the same. It shall be unlawful for the Electrical Inspector to engage in the business of the installation and the maintenance of electrical wiring, electric devices and electrical material either indirectly, or directly, and the Electrical Inspector should have no financial interest in any concern engaged in such business at any time while holding office of Electrical Inspector. Any violations of the provisions of this section by said Electrical Inspector shall be sufficient cause for the Electrical Inspector's removal from office, but the Electrical Inspector may be removed by other just cause by the City Council.

#### **SECTION 3. ACCESS TO BUILDINGS**

Said Electrical Inspector shall have the right during reasonable hours to enter any building, in the process or erection or reconstruction or that is being rewired, in the discharge of the Electrical Inspector's official duties, or for the purpose of making any inspection or test of the installation of electrical wiring, electrical devices or electric material contained therein. In the case of new buildings, no power shall be turned on said building until the Electrical Inspector has issued a certificate of inspection. In the case of reconstruction or rewiring, the Electrical Inspector shall have authority to cause the turning off of all electrical currents and cut or disconnect in cases of emergency, any wire where such electrical currents are dangerous to life or property or may interfere with the work of the fire department.

Formatted: Body Text

#### **SECTION 4. ALTERATIONS**

No alterations or additions shall be made in the existing wiring of any building, nor shall any building be wired for the placing of any electric lights, motor, heating devices, or any apparatus requiring the use of an electrical current, nor shall any alterations be made in the wiring of any building after inspection, without first notifying the Electrical Inspector and securing a permit therefore, except minor repair work, such as repairing flush and snap switches, replacing fuses, changing lamp sockets and receptacles, taping bare joints and repairing drop cords.

#### **SECTION 5. INSPECTIONS**

Upon the completion of the wiring of any building, it shall be the duty of the person, firm or corporation installing the same to notify the Electrical Inspector, who shall inspect the installation within one day of the time such notice is given when reasonably possible (excluding weekends and holidays); and if it is found to be fully in compliance with this Ordinance and does not constitute a hazard to life and property, he shall issue such person, firm or corporation for delivery to the owner, a certificate of inspection authorizing connection to the electrical service and the turning on of the current.

#### **SECTION 6. CONSTRUCTION REQUIREMENTS**

No certificate of inspection shall be issued unless the electrical light, power and heating installation are in strict conformity with the provisions of this Ordinance and the regulation as laid down in the 2008 Edition of the *National Electrical Code*. These certificates shall show the fee charges by the Electrical Inspector, shall be made in duplicate, the original to be issued to the owner and the copy to be filed with the Code Enforcement Officer.

#### **SECTION 7. RECORD OF PERMITS AND INSPECTIONS**

The Electrical Inspector shall keep complete records of all permits issued and inspections made and other official work performed under the provisions of this Ordinance.

#### **SECTION 8. REVIEW**

When the Electrical Inspector condemns all or parts of any electrical installation, the owner within five days after receiving written notice from the Electrical Inspector, shall file a petition in writing for review of said action of the Electrical Inspector with the State Electrician's Examining Board, asking them for a decision and their ruling upon the application, which ruling shall be final. In case condemned parts do not constitute a menace of life and property or interfere with the work of the Fire Department; the Inspector may at his discretion, issue a temporary permit until said decision is made by the Office Insurance Commissioner State of Maine.

#### **SECTION 9. RESPONSIBILITY**

This Ordinance shall not be construed to relieve from or lessen the responsibility of any party owning, controlling, or installing any electrical wiring, electrical devices or electrical material for damages to person or property caused by any defect therein, nor shall be held as assuming any liability by reason of the inspection authorized herein, or certificate of inspection issued as herein provided.

## SECTION 10. COST OF PERMIT

Every application for a permit to do work regulated by this Ordinance shall state in writing on the application form provided for that purpose, the character or work proposed to be done and the amount and kind in connection therewith, together with such information, pertinent thereto as may be required.

Such application shall pay for each permit issued at the time of issuance, ~~a fee in accordance with the following schedule, and at the rate provided for each classification shown herein accompanied by a fee, as may be established from time to time by the Presque Isle City Council.~~

Any person who shall commence any work for which a permit is required by this Ordinance without first having obtained a permit therefor shall, if subsequently permitted to obtain a permit, shall pay double the permit fee fixed by this section for such work, provided, however, that this provision shall not apply to emergency work shown it shall be proved to the satisfaction of the Electrical Inspector that such work was urgently necessary and that it was not practical to obtain a permit therefor before the commencement of the work. In all such cases a permit must be obtained as soon as practical to do so, and if there be a unreasonable delay in obtaining such permit, a double fee as herein provided shall be charged.

### Section 10:

A. 1 and 3 Phase Through 800 Amperes .....	\$50.00
B. 801 – More .....	\$75.00
C. Panels Remote from Main Service .....	\$ 8.00
D. Receptacles, Switches, Fixtures, Electrical Heat Units, Permanent Connected Appliances .....	<input type="checkbox"/> \$ 0.75
E. Transformers – <u>Not</u> Utility Owned:	
Vaults .....	\$20.00
1 – 25 KVA .....	\$10.00
25 – 200 KVA .....	\$14.00
Over 200 KVA .....	\$20.00
F. Outside Lighting and Sign .....	\$ 4.00
G. Motors – Fractional .....	\$ 2.00
Motors 1 HP and Larger .....	\$ 4.00
Generators .....	\$30.00
H. Electrical Alarm Systems .....	\$27.00
I. Meter Sockets .....	\$15.00

**MINIMUM PERMIT FEE .....** **\$50.00**

### NO MINIMUM PERMIT FEE FOR A TEMPORARY SERVICE

J. Temporary Service ..... \$25.00

Commented [PA1]: Delete

Upon written request the Council may waive local fees based on hardship for person(s) who require a permit for construction due to fire loss if they do **NOT** have insurance to cover the cost.

## **SECTION 11. INCONSISTEN ORDINANCE REPEALED**

That Chapter 31 of the City of Presque Isle entitled *National Electrical Code*, ~~2008 Edition~~ and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

## **SECTION 12. SAVING CLAUSE**

That nothing in this Ordinance or in the *National Electrical Code* hereby adopted shall be constructed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 11 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance. Should any part of this Ordinance or of the Code hereby adopted be declared invalid, the remainder of the Ordinance, or of the Code, shall not be affected thereby.

## **SECTION 13. VIOLATIONS**

It shall be unlawful for an owner, tenant, an electrician, or any person to make alterations or additions to existing wiring or install new wiring for the placing of electrical lights, motors, heating devices, or any apparatus requiring the use of electric current at the location of any building or structure in violation of any provisions of this Code or to cause, permit or suffer any such violation to be committed. Any such person shall be deemed guilty of a violation of this Ordinance and upon conviction shall be punished by a fine of not less than One hundred dollars (\$100.00), or more than Twenty five hundred dollars (\$2,500.00) for each provision of law thus violated. It shall be the responsibility of the offender to abate the violation as expeditiously as possibly, and each day such violation is permitted to continue thereafter shall constitute a separate offense. All fines collected hereunder shall inure to the City of Presque Isle.

## **SECTION 14. DATE OF EFFECT**

That the City Clerk shall certify to the adoption of this Ordinance and cause the same to be published as required by law and this Ordinance shall take full force and effect after this date or final passage and approval.

## **SECTION 15. SUNSET PROVISION**

This Ordinance shall be in force for the term of four (4) years from its effective date noted. This Ordinance shall become null and void upon the expiration of four (4) years from said effective date: unless recommended and required by the City Council to remain effective prior to such expiration date.

## **PROPERTY MAINTENANCE CODE**

### **CHAPTER 38C**

An Ordinance establishing the minimum regulations governing the conditions and maintenance of all property, building and structures; by providing the standards for supplies utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of building and structures unfit for human occupancy and use and the demolition of such structures; known as the *International Property Maintenance Code 2003 Edition* of the City of Presque Isle, State of Maine.

**Commented [PA1]:** Change to 2012

**PREAMBLE:** This Ordinance is intended to replace and repeal all prior ordinance(s) dealing with any subject matter dealt with herein, and shall supersede the same, whether specifically repealed or referenced herein:

Be it ordained by the City Council of the City of Presque Isle as follows:

#### **SECTION 1. ADOPTION OF THE LIFE SAFETY CODE**

That a certain document, three (3) copies of which are on file in the office of the City Clerk of the City of Presque Isle being marked and designated as *The International Property Maintenance Code 2012 Edition*, as published by the International Code Council, Inc. be and is hereby adopted as the International Property Maintenance Code of the City of Presque in the State of Maine; for the control of buildings and structures as hereby provided; and each and all of the regulations, provisions, penalties, conditions and terms as said in the International Property Maintenance Code, are hereby referred to, adopted and made a part hereof as is fully set out in this Ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 3 of this Ordinance.

**Commented [PA2]:** Change to 2018

#### **SECTION 2. INCONSISTENT ORDINANCE REPEALED**

That Chapter 38B of the City of Presque Isle entitled *International Property Maintenance Code 2003 Edition* and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Commented [PA3]:** Change to 2012

#### **SECTION 3. ADDITIONS, INSERTIONS, AND CHANGES**

That the following sections are hereby revised as follows:

Section 101.1 (page 1, second line) Insert with the City of Presque Isle

Section 102.3 (page 1, forth line) Delete and replace with: the *International Building Code*, the International Energy Code, International Fire Code, International Residential Code, the *State of Maine Internal Plumbing Code*, the *State of Maine Subsurface Waste Water Disposal Rules*, the ~~2008~~most current adopted State of

	<u>Maine</u> National Electrical Code, and the NFPA 101 Life Safety Code <del>2009 Edition</del> .	Commented [PA4]: Remove
Section 102.3	(page 1, <del>ninth-tenth</del> line) Delete and replace with: The City of Presque Isle's Land Use and Development Code.	
Section 103.5	(page 2) Delete	
Section 111.0	(page 6) Right of Appeals. Delete and replace with Appeals of this Code shall be before the State of Maine Building Board of Appeals.	
Section 112.4	(page 7, fifth line) Insert with Fifty Dollars (\$50.00) and One Hundred Fifty Dollars (\$150.00).	
Section 302.4	(page 11, third line) Insert with ten (10) inches.	
Section 304.14	(page 13, first line) Insert with June 1 <sup>st</sup> to October 1 <sup>st</sup> .	
Section 602.3	(page <del>21</del> 23, fifth line) Insert with year round.	
Section 602.3	(page <del>21</del> 23, Exception 1 seventh line) Delete and replace with the <u>State of Maine</u> Uniform Plumbing Code.	
Section 602.4	(page <del>21</del> 23, third line) Insert with year round.	
Section 604.2	(page 22, third line) Delete and replace with the <u>most current adopted State of Maine</u> , <del>2008 National Electrical Code</del> .	Formatted: Strikethrough
Section 606.0	(page 22) Delete this section	
Section 702.2	(page 25, line two) Delete and replace with <u>most current adopted State of Maine</u> , <del>2006 NFPA 101 Life Safety Code</del> .	Formatted: Strikethrough
Section 702.3	(page 25, line five) Delete and replace with 2006 NFPA 101 Life Safety Code.	Commented [PA5]: Delete
Section 704.2	(page 25, last line) Delete and replace with 2006 NFPA 101 Life Safety Code.	Commented [PA6]: Delete

#### SECTION 4. SAVING CLAUSE

That nothing in this Ordinance or in *The International Property Maintenance Code* hereby adopted shall be constructed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 2 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.



#### **SECTION 5. DATE OF EFFECT**

That the City Clerk shall certify to the adoption of this Ordinance and cause the same to be published as required by law and this Ordinance shall take full force and effect after this date or final passage and approval.

#### **SECTION 6. SUNSET PROVISION**

This Ordinance shall be in force for the term of four (4) years from its effective date noted. This Ordinance shall become null and void upon the expiration of four (4) years from said effective date; unless recommended and required by the City Council to remain effective prior to such expiration date.

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

**AGENDA ITEM # 16**

---

---

## SUBJECT

---

---

**NEW BUSINESS:** Schedule Public Hearing for Dangerous  
Buildings

---

---

## INFORMATION

---

---

- 1) Memo from George Howe, dated August 23, 2021
- 2) Pictures
- 3) State Statues

---

---

## REQUESTED ACTION

---

---

**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to schedule a public hearing for dangerous buildings on November 3, 2021.



## *City of Presque Isle, Maine*

From the desk of:

George Howe

Email: [ghowe@presqueisleme.us](mailto:ghowe@presqueisleme.us)

### MEMORANDUM

<b>TO:</b>	<b>Honorable City Council</b>
<b>CC:</b>	Martin Puckett, City Manager; Galen Weibley, Director of Economic & Community Development Kim Finnemore, City Clerk Chelsea Stratton, Executive Assistant to the City Manager
<b>DATE:</b>	August 23, 2021
<b>RE:</b>	<b>Recommendations on Dangerous Buildings</b>

The following structure has had code violations against it and is a safety hazard and our recommendation is to have it declared a dangerous building.

1. 38 Elizabeth Street

RECOMMENDED: Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
to schedule a Public Hearing for the November 3, 2021, City Council Meeting.















**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).

---

The State of Maine claims a copyright in its codified statutes. If you intend to republish this material, we require that you include the following disclaimer in your publication:

*All copyrights and other rights to statutory text are reserved by the State of Maine. The text included in this publication reflects changes made through the First Special Session of the 128th Maine Legislature and is current through November 1, 2017. The text is subject to change without notice. It is a version that has not been officially certified by the Secretary of State. Refer to the Maine Revised Statutes Annotated and supplements for certified text.*

The Office of the Revisor of Statutes also requests that you send us one copy of any statutory publication you may produce. Our goal is not to restrict publishing activity, but to keep track of who is publishing what, to identify any needless duplication and to preserve the State's copyright rights.

PLEASE NOTE: The Revisor's Office cannot perform research for or provide legal advice or interpretation of Maine law to the public. If you need legal assistance, please contact a qualified attorney.

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

**AGENDA ITEM # 17**

---

---

## **SUBJECT**

---

---

**NEW BUSINESS:** Capital Improvement Plan

---

---

## **INFORMATION**

---

---

Information provided at meeting.

---

---

## **REQUESTED ACTION**

---

---

Discussion only.

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 1, 2021

**AGENDA ITEM # 18**

---

---

## **SUBJECT**

---

---

**NEW BUSINESS:** Five Year Fee Schedule

---

---

## **INFORMATION**

---

---

1) Memo from Brad Turner, dated August

---

---

## **REQUESTED ACTION**

---

---

Discussion only.



## *City of Presque Isle, Maine*

Finance Department

From the desk of:

**Bradley Turner**

Email: [bturner@presqueisleme.us](mailto:bturner@presqueisleme.us)

### **MEMORANDUM**

<b>TO:</b>	<b>Presque Isle City Council</b>
<b>FROM:</b>	<b>Management Team</b>
<b>DATE:</b>	<b>July 28, 2021</b>
<b>RE:</b>	<b>5 Year Forecast and Underlying Assumptions</b>

Attached is the Management Team's proposed Five-Year Fee Schedule. Following are the underlying assumptions used in determining those proposed fees.

**Airport** – All Fees except for the Landing Fee for the airline either cover or more than cover the costs associated with the service provided. All other Fees except for the Taxi Fee are determined by comparing the Fees charged at other airports. The Taxi Fee has been increased at a COLA since the current Director was employed.

**Fire Department** --The department charges a fee for structure fires of \$500. Most insurance companies have this built into the home owner's policy. We bill the insurance company; if they do not pay we write the bill off. We never go to the homeowner for payment.

The department bills businesses for false alarms after the 3<sup>rd</sup> false alarm in a calendar year. The fee encourages businesses to service and maintain their systems. The amount charged is being reduced to reflect what other communities are currently charging.

The department charges \$25 for fire reports, usually requested by the insurance company. Charge covers time and expenses.

Burn permits were initially issued as a method for the Fire Department to trouble shoot calls to the Fire Stations reporting a suspected fire. It's much less expensive to see if a permit was issued in the area and make a telephone call than to send out the Fire Truck. Several years ago a small fee began to be charged as an additional source of revenue. Beginning in 2018 a similar fee is being charged for fireworks permits.

For SCBA fills and top-offs (air bottles) the Fee charged is about all the market will bear, but does off-set some of the cost of maintaining the air compression system.

**Code Enforcement**—Zoning Board of Appeals Fee covers the administrative costs including the required legal notice and the requirement by the Land Use of Development Code to notify all abutting property owners by Certified Mail.



All Permit fees are similar to the fees charged by other communities in the area and State. The charge is meant to help cover the cost of inspections.

**Finance Department** – Many of the Fees charged in the Tax and City Clerk's Offices are set by the state. Most of the other services are simply extensions of their current jobs and are meant to pay for the time and supplies used to provide that service by the clerk.

In the case of Genealogy Research, due to privacy issues, the public can no longer do this research on their own. The price charged is a compromise between providing a service to the public and recouping some of the cost of the Clerk's time.

**Library** – Most of the services offered are self-serve, therefore the fee is meant to cover the cost of the supplies used. For non-residents, any student enrolled in MSAD #1 are exempt from fees. To calculate a reasonable fee for other non-residents we calculated the cost of the library to the average taxpayer, and adjusted that to what we think the market would bear. The fees for passports are set by the State Department and the fingerprinting fees are determined by the government as we have no jurisdiction over changing them.

### **Police Department**

Concerning the Accident Reports:

- Use of Buycrash.com imposes no cost to the City/PD, therefore the fee more than pays for the services rendered. The cost is almost always incurred by the involved parties insurance company(s) and since accident reports are, except in rare instances, generated exclusively for insurance purposes, it is reasonable for the City to recover costs for generating the report.
- Not everyone has access to a computer so the PD permits walk-ins to request an accident report. Pricing is set so as to encourage use of the website rather than tasking personnel to devote time to handling these records requests. Pricing is consistent with previous years.

Concerning Bank Alarms:

PIPD has so few false bank alarms that this category is almost obsolete, however in the event of a false alarm, the set amount covers the cost of the PIPD's response and adequately provides incentive for banks to properly train their personnel on the alarm usage at their branches keeping these incidents low in number.

Concerning Public Records Requests:

The PIPDI declines to charge victims of crime for a copy of the police report relative to their victimization; all others are billed identical to the walk-in accident reports listed above with the exception of requests which are time intensive to fulfill. For instance, we get requests for audio & video recordings where specific dates, times, or both are unknown to the requester. This then requires staff to research, often times voluminous amounts of information, in order to satisfy the public records request. Under circumstances such as this, the PIPD and the person making the request will agree on an estimated amount of time necessary to fulfill the request and the requester will be billed at the listed hourly rate. If items such as CD's or DVD's are necessary, the PIPD further requests those items to be delivered to the PD for use in providing the requested documentation.

**Recreation and Parks** most of these fees have been adjusted to reflect changes in services and costs since the Sargent Community Center has been completed. Program fees and labor services have been adjusted to account for the minimum wage increases.

# AIRPORT FIVE-YEAR FEE SCHEDULE

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<b>SERVICE</b>					
<b>Landing Fees</b> (per 1,000 lb. MLW)	\$1.80	\$1.85	\$1.85	\$1.90	\$1.90
<b>Landing Fees</b> (per Landing) For Airline ERJ-145only	\$1,521.00	\$1,521.00	\$1,550.00	\$1,550.00	\$1,550.00
<b>Airport Parking Fee</b> Bangor - \$10/day Portland - \$12/day Fredericton, NB - \$12/day Can. \$9.18/day US Moncton, NB - \$16/day Can. \$12.24/day US	\$8.00	\$9.00	\$9.00	\$9.00	\$9.00
<b>Fuel Flow Fee</b> (\$/gallon)	\$0.07	\$0.07	\$0.07	\$0.08	\$0.08
<b>Taxi Fee</b>	\$500.00	\$500.00	\$500.00	\$525.00	\$525.00

# FIRE DEPARTMENT FIVE-YEAR FEE SCHEDULE

<b><u>Fire Department</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>
<b>SERVICE</b>					
* <b>False Alarms</b>	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 250.00
** <b>Structure Fires</b>	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 550.00
** <b>Extrication/Jaws</b>	\$ 575.00	\$ 575.00	\$ 575.00	\$ 575.00	\$ 600.00
<b>Fire Reports</b>	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00
<b>SCBA Fills</b>	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00
<b>SCBA Top Off</b>	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
<b>Scuba Tank Fills</b>	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00
<b>Scuba Tank Top Off</b>	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
<b>Burn Permits</b>	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
<b>Fireworks Permits</b>	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
<b>ALS Intercepts EMS</b>					\$ 300.00

\* False Alarms -- Businesses are allowed three (3) false alarms per calendar year.  
After 3 they will be billed for each additional call.

\*\* Extrication/Jaws and Structure fire fee's are billed to the insurance company.  
Home-owners are not responsible for payment if the insurance company refuses payment.

# DEPT OF ECONOMIC COMMUNITY DEVELOPMENT

## FIVE-YEAR FEE SCHEDULE

2021      2022      2023      2024      2025

### Code Enforcement

**Zoning Board**      \$100.00      \$100.00      \$100.00      \$ 100.00      \$ 100.00

**Building Permit Minimum Fee**      \$35.00      \$ 35.00      \$35.00      \$ 35.00      \$ 35.00

**Additional Fee**

**Additional Fee**

**Residential -- \$5.00 per thousand of Construction Cost**  
**Commerical -- \$8.00 per thousand of Construction Cost**

#### **Demolition**

**Residential Fee**      \$30.00      \$ 30.00      \$30.00      \$ 30.00      \$ 30.00

**Commercial Fee**      \$100.00      \$ 100.00      \$100.00      \$ 100.00      \$ 100.00

**Electrical -- Minimum Fee**      \$50.00      \$ 50.00      \$50.00      \$ 50.00      \$ 50.00

**Internal Plumbing and Septic is Regulated by the State of Maine**

**Certificate of Occupancy**      \$25.00      \$ 25.00      \$25.00      \$ 25.00      \$ 25.00

**Sign Fee**      \$2.50      \$2.50      \$2.50      \$ 2.50      \$ 2.50  
(per square foot)

**Marijuana Application Fee**      \$ 500.00      \$ 500.00      \$ 500.00      \$ 500.00      \$ 500.00

**Proposed - Request to rezone property \$200.00**

# FINANCE DEPARTMENT

## FIVE-YEAR FEE SCHEDULE

City Clerk/Tax Office Fees	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<b>Uncertified Vital Records:</b>	\$8.00	\$8.00	\$9.00	\$9.00	\$10.00
Any additional copies at time of request	\$4.00	\$4.00	\$5.00	\$5.00	\$6.00
<b>Notary Service</b>					
First signature:	\$10.00	\$10.00	\$11.00	\$11.00	\$12.00
Second Signature (Page)	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Third Signature (Page)	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
<b>Dedimus Justice Service</b>	\$20.00	\$20.00	\$25.00	\$25.00	\$25.00
<b>Marriages</b> (performed at City Hall during regular hours)	\$105.00	\$110.00	\$125.00	\$125.00	\$130.00
<b>Photocopies</b>					
8.5" x 11"	\$0.50	\$0.50	\$0.50	\$0.50	\$0.50
8.5" x 14"	\$0.65	\$0.65	\$0.65	\$0.65	\$0.65
11" x 14"	\$0.75	\$0.75	\$0.75	\$0.75	\$0.75
Tax Maps	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
<b>Lamination</b>					
1/4 sheet:	\$5.00	\$6.00	\$6.00	\$6.00	\$6.00
1/2 sheet:	\$4.00	\$5.00	\$5.00	\$5.00	\$7.00
Full sheet:	\$8.00	\$10.00	\$10.00	\$10.00	\$11.00
<b>Voter Registration Lists -- Limited to qualified</b>					
Political Party by request only:	1 free/year	1 free/year	1 free/year	1 free/year	1 free/year
1st Page	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Additional Pages	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25
CD/Disc	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
*** (Set by the State)					
<b>Fax Fee</b>					
1st Page	\$8.00	\$9.00	\$9.00	\$10.00	\$11.00
<b>Add'l Pages</b>	<b>\$5.00</b>	<b>\$6.00</b>	<b>\$6.00</b>	<b>\$7.00</b>	<b>\$8.00</b>
<b>Research:</b>					
Lien Releases/Deeds/Title Related Documents					
Per page	\$10.00	\$12.00	\$15.00	\$15.00	\$15.00
Vital Records					
1st 15 minutes free					
Per record (half hour increments)	\$6.00	\$7.00	\$7.00	\$8.00	\$9.00
Genealogy Research					
1st half hour free					
Additional time in half hour increments	\$20.00	\$25.00	\$25.00	\$30.00	\$35.00
Trio Tax Service Extract	\$55.00	\$60.00	\$60.00	\$65.00	\$70.00
<b>Verification Fee to Veterinary Office</b>					
Per Dog	\$5.00	\$7.00	\$8.00	\$8.00	\$10.00

**Also, City Ordinance, Chapter 9 needs to be updated to reflect an increase in publication fees.**

<b>Public Hearing Fee</b>	\$105.00	\$110.00	\$115.00	\$120.00	\$125.00
---------------------------	----------	----------	----------	----------	----------

# TURNER MEMORIAL LIBRARY

## FIVE-YEAR FEE SCHEDULE

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<b>Fax Service</b> (Incoming and sending per page)	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
<b>Computer Printing</b> (Per Page)	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25
<b>Research Services (consistent with City fees)</b>	<b>\$30.00</b>	<b>\$40.00</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$50.00</b>
<b>Inter-Library Loan</b> (To help defray return postal costs, flat fee per request)	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
<b>Non-Resident Borrowers Membership</b>					
* Annual Family Membership: \$55.00 (price effective 1/1/2017)					<b>\$55.00</b>
* Annual Individual Membership: \$46.00.					<b>\$45.00</b>
* 3-Month Individual Membership: \$12.00.					<b>\$15.00</b>
* Fee is waived for University of Presque Isle and Northern Maine Community College students with valid, current university or community college issued I.D.					
* Fee is waived for students enrolled or eligible for enrollment in S.A.D. #1 schools.					
<b>Conference Room</b>	\$100/3 hrs	\$100/3 hrs	\$100/3 hrs	\$100/3 hrs	\$100/3 hrs
<b>Meeting Rooms</b>	Varies according to room.				
Conference Room Gallery (Capacity - 82)	\$100/3 hrs	\$100/3 hrs	\$100/3 hrs	\$100/3 hrs	\$100/3 hrs
Teen Lounge Conf. Room (Capacity 5-6)	\$20/3 hrs	\$20/3 hrs	\$20/3 hrs	\$20/3 hrs	\$20/3 hrs
Reference Area (Capacity - 15)	\$50/3 hrs	\$50/3 hrs	\$50/3 hrs	\$50/3 hrs	\$50/3 hrs
Mezzanine Meeting Room (Capacity 4-5)	\$20/3 hrs	\$20/3 hrs	\$20/3 hrs	\$20/3 hrs	\$20/3 hrs
* Reduced rates for Not-For-Profit Organizations.					
<b>Replacement for Lost or Stolen Card</b>	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
<b>Home Delivery Charge (per delivery)</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>
<b>Speaker's Fee or Honorarium</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>



# TURNER MEMORIAL LIBRARY

## FIVE-YEAR FEE SCHEDULE

<b>Color Copies:</b>		<b>Letter &amp; Legal</b>				
Single Copies		<b>\$0.80</b>	<b>\$0.80</b>	<b>\$0.80</b>	<b>\$0.80</b>	<b>\$0.80</b>
10 - 49 Copies		<b>\$0.70</b>	<b>\$0.70</b>	<b>\$0.70</b>	<b>\$0.70</b>	<b>\$0.70</b>
50-99 Copies		<b>\$0.60</b>	<b>\$0.60</b>	<b>\$0.60</b>	<b>\$0.60</b>	<b>\$0.60</b>
100+ Copies		<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.50</b>
		<b>11 X 17</b>				
Single Copies		<b>\$1.70</b>	<b>\$1.70</b>	<b>\$1.70</b>	<b>\$1.70</b>	<b>\$1.70</b>
10 - 49 Copies		<b>\$1.50</b>	<b>\$1.50</b>	<b>\$1.50</b>	<b>\$1.50</b>	<b>\$1.50</b>
50-99 Copies		<b>\$1.30</b>	<b>\$1.30</b>	<b>\$1.30</b>	<b>\$1.30</b>	<b>\$1.30</b>
100+ Copies		<b>\$1.20</b>	<b>\$1.20</b>	<b>\$1.20</b>	<b>\$1.20</b>	<b>\$1.20</b>
<b>Black Copies:</b>		<b>Letter &amp; Legal</b>				
Single Copies		<b>\$0.20</b>	<b>\$0.20</b>	<b>\$0.20</b>	<b>\$0.20</b>	<b>\$0.20</b>
10 - 49 Copies		<b>\$0.15</b>	<b>\$0.15</b>	<b>\$0.15</b>	<b>\$0.15</b>	<b>\$0.15</b>
50-99 Copies		<b>\$0.10</b>	<b>\$0.10</b>	<b>\$0.10</b>	<b>\$0.10</b>	<b>\$0.10</b>
100+ Copies		<b>\$0.05</b>	<b>\$0.05</b>	<b>\$0.05</b>	<b>\$0.05</b>	<b>\$0.05</b>
		<b>11 X 17</b>				
Single Copies		<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.50</b>	<b>\$0.50</b>
10 - 49 Copies		<b>\$0.30</b>	<b>\$0.30</b>	<b>\$0.30</b>	<b>\$0.30</b>	<b>\$0.30</b>
50-99 Copies		<b>\$0.20</b>	<b>\$0.20</b>	<b>\$0.20</b>	<b>\$0.20</b>	<b>\$0.20</b>
100+ Copies		<b>\$0.10</b>	<b>\$0.10</b>	<b>\$0.10</b>	<b>\$0.10</b>	<b>\$0.10</b>

# POLICE DEPARTMENT FIVE-YEAR FEE SCHEDULE

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<b>SERVICE</b>					
<b>Accident Reports</b>					
Buycrash.com	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Requests made through PIPD					
***Single Page***	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
***Per page thereafter***	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
(Typical accident is 3 pages or \$21.00)					
<b>Bank Alarms: (false)</b>					
5 - 15 (Each)	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Over 15 (Each)	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
We rarely have more than 5, but will keep fee in case.					
<b>Public Records Requests:</b>					
Police Report -- Victim Copy	Free	Free	Free	Free	Free
Police Report -- Non- Victim Copy First 3 pages	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Per page thereafter	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00
Requests requiring digital media recordings, DVDs, thumb drives, other recording media, or copies, substantial research and/or time to complete shall be billed at the following hourly rate in addition to the police report and subsequent "per page" costs.	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
***These costs to be agreed upon prior to work commencing***					

# Presque Isle Recreation Parks

## FIVE-YEAR FEE SCHEDULE

Programs	Resident/Non-Resident	2021	2022	2023	2024	2025	Del. Non/Res
		\$25	\$30	\$30	\$35	\$35	
Sargent Family Community Center							
Facility	Profit/Non-Profit						
1/2 Gym per hour		\$30/\$23	\$30/\$23	\$30/\$23	\$30/\$23	\$30/\$23	
Full Gym per hour		\$50/\$38	\$50/\$38	\$50/\$38	\$50/\$38	\$50/\$38	
Gym & Track per hour		\$75/\$56	\$75/\$56	\$75/\$56	\$75/\$56	\$75/\$56	
Multi-Purpose Room							
1st two hours		\$50/\$30	\$50/\$30	\$50/\$30	\$50/\$30	\$50/\$30	
each additional hour		\$25/\$15	\$25/\$15	\$25/\$15	\$25/\$15	\$25/\$15	
Senior Center & Kitchen							
1st hour		\$50/\$30	\$50/\$30	\$50/\$30	\$50/\$30	\$50/\$30	
each additional hour		\$25/\$15	\$25/\$15	\$25/\$15	\$25/\$15	\$25/\$15	
Complete Facility		\$1,250	\$1,250	\$1,350	\$1,450	1500	New Item
Staffing/Labor							
Laborers		\$40	\$42	\$45	\$45	\$50	
Attendants		\$22	\$23	\$25	\$25	\$27	
Equipment							
Chairs (folding) each per day		\$1.50	\$1.50	\$1.50	\$1.50	\$1.50	
Tables each per day		\$10	\$10	\$10	\$10	\$10	
Pipe & Drape Partitions		\$2.00 per foot	\$2.00 per foot	2.50 per foot	2.50 per foot	2.50 per foot	
Floor Cover							
50' x 70' per day		\$350	\$350	\$350	\$400	\$400	
90' x 130' per day		\$550	\$550	\$550	\$600	\$600	
Scoreboard		\$50	\$50	\$50	\$50	\$50	
Volleyball Standards		\$50	\$50	\$50	\$50	\$50	
Gym Mats per mat		\$10	\$10	\$10	\$10	\$10	
Soft Play Equipment per piece		\$5	\$5	\$5	\$5	\$5	
Mantle Lake Park Kitchen Pavilion							
1st three hours		\$75	\$100	\$100	\$100	\$100	
each additional hour		\$20	\$25	\$25	\$30	\$30	
The Forum							
Facility							
Facility Rental per day		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	
Facility Fee		12%	12%	12%	12%	12%	
Advertising							
3' x 4' Annual		\$250	\$300	\$300	\$300	\$300	
4' x 8' Annual		\$500	\$500	\$500	\$500	\$500	
Hockey Boards		\$800	\$800	\$900	\$900	\$1,000	
Zamboni per Side - Wrap Machine		\$750 - \$2500	\$750 - \$2500	\$750 - \$2500	\$750 - \$2500	\$750 - \$2500	
Box Office per week		\$400	\$400	\$400	\$400	\$400	

# Presque Isle Recreation Parks

## FIVE-YEAR FEE SCHEDULE

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	
<b>The Forum</b>						
<b>Staffing/Labor</b>						
Maintenance per hour	\$40	\$45	\$45	\$50	\$50	
Janitorial per hour	\$30	\$32	\$35	\$37	\$37	
Ticket Sellers/Takers per hour	\$22	\$22	\$22	\$25	\$25	
Parking Lot Attendants per hour	\$22	\$22	\$22	\$25	\$25	
Ushers/Usherettes per hour	\$22	\$22	\$22	\$25	\$25	
House Security per hour	\$40	\$40	\$40	\$45	\$45	
Spot Light Operators per hour	\$40	\$40	\$40	\$45	\$45	
Stage Hands per hour	\$40	\$40	\$40	\$45	\$45	
Electrician per hour weekdays	\$75	\$85	\$85	\$90	\$90	
Electrician per hour weekends	\$90	\$100	\$100	\$110	\$110	
<b>Equipment</b>						
Chairs (folding) each per day	\$1.50	\$1.50	\$1.50	\$1.50	\$1.75	
Tables (5' or 8') each per day	\$10	\$10	\$10	\$10	\$12	
Round Tables 72"	\$12	\$12	\$12	\$12	\$15	New Item
Pipe & Drape Partitions	\$2.00	\$2.00	\$2.50	\$2.50	\$2.50	
House PA System per day	\$220	\$220	\$220	\$220	\$220	
Portable PA System per day	\$200	\$200	\$200	\$200	\$200	
Stage (Small) per day	\$300	\$325	\$325	\$350	\$350	
Stage (Large) per day	\$600	\$650	\$650	\$700	\$700	
Sound Wings per day	\$150	\$175	\$175	\$200	\$200	
Canopy per day	\$150	\$150	\$175	\$175	\$175	
Spot Platforms per day						
5x8x5	\$55	\$55	\$65	\$65	\$70	
8x8x5	\$60	\$60	\$70	\$70	\$75	
5x8x10	\$90	\$90	\$100	\$100	110	
8x8x10	\$100	\$100	\$110	\$110	\$120	
8x8x15	\$150	\$150	\$160	\$160	\$170	
Forklift w/operator per hour	\$150	\$150	\$155	\$160	\$165	
Scissor Lift w/operator per hour	\$150	\$150	\$155	\$160	\$165	
Trailer Hookup per unit per day	\$24	\$24	\$30	\$30	\$35	
<b>Ice Season</b>						
<b>Ice Rates per hour</b>						
Hours 1-100	\$175	\$185	\$200	\$225	\$235	
Hours 101-200	\$135	\$155	\$155	\$155	Rec. Deleting	
Hours >200	\$115	\$135	\$135	\$135	Rec. Deleting	
Off peak	\$100	\$125	\$135	\$145	\$155	
<b>Public Skating</b>						
Adult	\$5	\$5	\$5	\$5	\$7	
Child	\$5	\$5	\$5	\$5	\$7	
Senior	\$5	\$5	\$5	\$5	\$7	
<b>Ice Skates</b>						
Rental	\$2	\$2	\$3	\$3	\$3	
Sharpening	\$7	\$7	\$8	\$8	\$8	

# Presque Isle Recreation Parks

## FIVE-YEAR FEE SCHEDULE

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<b>Riverside Gazebo</b>					
Per Day (In Season)	\$50	\$50	\$75	\$75	\$75
<b>Riverside Pavillion</b>					
Per Day	\$100.00	\$100	\$100	\$100	\$100
Per Week	\$250.00	\$250	\$250	\$250	\$250

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 1, 2021

## AGENDA ITEM # EXECUTIVE SESSION

---

---

### SUBJECT

---

---

**EXECUTIVE SESSION:** Pursuant to 1 M.R.S.A. § 405(6)(C) to discuss Real Estate

---

---

### 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 Real Estate matter.

# **PRESQUE ISLE CITY COUNCIL ANNOUNCEMENTS**

**Wednesday, September 1, 2021**

- We still have Board/Committee openings 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, September 29, 2021 at 6:00 PM in the Sargent Family Community Center