



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 30, 2022
<b>RE:</b>	<b>September 7th Council Meeting, 6pm Sargent Family Community Center</b>

### Call to Order

### Roll Call

### Pledge of Allegiance

#### **Public Hearings: Staff recommends approval of applications submitted**

1. Approval of a Marijuana License Renewal to Richardson Remedies-Presque Isle LLC, with location of 719 Main Street (Single Hearing)
2. Approval of a Marijuana License Renewal to Jonathan Martin d/b/a Cloud 9, with a location of 28 Houlton Road (Single Hearing)
3. 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)
4. Approval of a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing & Entertainment for Bethany Graves, d/b/a Lotus Lounge, with location of 149 State Street (Single Hearing)
5. 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)
6. Acceptance of ACAP's Housing Assistance Program CDBG Grant Application
7. NMCC Community Development Block Grant Application

### Citizen Comment

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

8. Approve Minutes from August 3, 2022 and August 29, 2022
9. Approve 2022 Warrants #26, #27, #28, #29, #30, #31, and #32 totaling 2,670,189.53

### Old Business

10. Spirit of America Award: The city can elect to nominate a person/entity to honor for outstanding community service. Memo is attached for more information.

**Recommend approval.**

### **New Business**

11. Budget Calendar: Calendar reflects the format of the dates used last year. **For Discussion.**
12. Schedule a Public Hearing for Dangerous Buildings: The Code Enforcement Officer recommends scheduling a public hearing on November 2 to discuss 11 Dobson Street, 13 Judd Street, 9 Water Street and 14 Water Street.
13. Five Year Fee Schedule: Each year as part of the budget schedule we review the fees that each department charges for specific fees. **For review and discussion.**

### **Manager's Report**

#### **Announcements**

#### **Executive Session**

Pursuant to 36 M.R.S. § 841 (2) for an application for a Poverty Abatement

Pursuant to 1 M.R.S.A. § 405(6)(E) for a Legal Consultation

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

### **Adjournment**



**Presque Isle City Council Meeting**  
**Wednesday, September 7th, 2022**  
**6:00 PM**  
**Sargent Family Community Center**

**AGENDA**

**Call to Order**

**Pledge of Allegiance**

**Public Hearing**

1. Approval of a Marijuana License Renewal to Richardson Remedies-Presque Isle LLC, with location of 719 Main Street (Single Hearing)
2. Approval of a Marijuana License Renewal to Jonathan Martin d/b/a Cloud 9, with a location of 28 Houlton Road (Single Hearing)
3. 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)
4. Approval of a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing & Entertainment for Bethany Graves, d/b/a Lotus Lounge, with location of 149 State Street (Single Hearing)
5. 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)
6. Acceptance of ACAP's Housing Assistance Program CDBG Grant Application
7. NMCC Community Development Block Grant Application

**Citizen Comments**

**Consent Agenda**

8. Approve Minutes from August 3, 2022 and August 29, 2022
9. Approve 2022 Warrants #26, #27, #28, #29, #30, #31, and #32 totaling 2,670,189.53

**Old Business**

10. Spirit of America Award

**New Business**

11. Budget Calendar
12. Schedule a Public Hearing for Dangerous Buildings
13. Five Year Fee Schedule

**Manager's Report**

**Announcements**

### **Executive Session**

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

### **Adjournment**

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 7, 2022

## AGENDA ITEM # 1

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### SUBJECT

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**PUBLIC HEARING:** Approval of a Medical Marijuana License Renewal to Richardson Remedies Presque Isle LLC, with location of 719 Main Street

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### INFORMATION

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- 1) Application
- 2) Public Hearing Notice

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### REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve the renewal of a Medical Marijuana License to Richardson Remedies Presque Isle, LLC with a store at 719 Main 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: 7-15-2022

Permit No: 28-21

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) Derrell Richardson

Physical Location (number of street or road): 719 Main Street, Presque Isle

Mailing Address (if different from above): 9 Bog Road, Caribou ME 04736

Home Phone: \_\_\_\_\_ Work Phone: 207-492-2000 Cell Phone: 207-768-0474

E-Mail: derrellr@gmail.com or rholdingsbusiness@yahoo.com

2. Marijuana Business Classification: retail-medical + adult use

3. Maine License Certification #: \_\_\_\_\_

4. Registered Business Name to be used: Richardson Remedies Presque Isle LLC

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

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

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

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

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

6. Gross Annual Sales for Prior Year: \$ \_\_\_\_\_

7. Number of Employees: Full-Time: \_\_\_\_\_ Part-Time: \_\_\_\_\_

**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.*"

Derrell Richardson

Signature of Applicant

7-15-22

Date



## CHECKLIST

All lines must be completed

	YES	NO	Not Applicable	CEO Initials
Application Fee Submitted:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
All Owners / Partners Listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
License Type Listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Me License Certified:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Criminal History Listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
List of Employees with IDs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Security Standards:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Odor Plan:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operating Plan:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Notices:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Police Dept. Approval:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Dept. Approval:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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

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

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

CEO Signature: 

### License Renewal Fee

*Applicant will be responsible for advertisement costs for a Public Hearing before review by the City Council*

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 7, 2022** at **6:00 PM** in the Sargent Family Community Center at 24 Chapman Rd, to consider a **Marijuana License** from:

**Richardson Remedies Presque Isle LLC  
719 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 760-2702.

**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 760-2702 at least two (2) business days prior to the meeting date.

Per City Council, Kimberly A. Finnemore, City Clerk  
Aug. 31, 2022



# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 7, 2022

## **AGENDA ITEM # 2**

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### **SUBJECT**

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**PUBLIC HEARING:** Approval of a Medical Marijuana License Renewal to Jonathan Martin, d/b/a Cloud 9, with a location of 28 Houlton Road

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### **INFORMATION**

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- 1) Application
- 2) Public Hearing Notice

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### **REQUESTED ACTION**

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**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve the renewal of a Marijuana License to Jonathan Martin, d/b/a Cloud 9, with a location of 28 Houlton Road.

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: 8-28-22

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) Jonathan L. Martin  
Physical Location (number of street or road): 28 Houlton Road Presque Isle Maine 04746  
Mailing Address (if different from above): 905 Main Street St. David Maine 04773  
Home Phone: 207-728-9126 Work Phone: 207-895-8049 Cell Phone: 207-436-5562  
E-Mail: management@cloud9maine.com
2. Marijuana Business Classification: Medical Caregiver Retail Store
3. Maine License Certification #: \_\_\_\_\_
4. Registered Business Name to be used: Cloud 9 Premium Cannabis Boutique
5. PRIOR Criminal Conviction History of all Owners, Officers, Members, or Employees: (attach separate Pg. if necessary)  
Criminal Activity: \_\_\_\_\_  
Date: \_\_\_\_\_  
Place: \_\_\_\_\_  
Jurisdiction: \_\_\_\_\_
6. Gross Annual Sales for Prior Year: \$ \_\_\_\_\_
7. Number of Employees: Full-Time: \_\_\_\_\_ Part-Time: \_\_\_\_\_

**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.**"

Jonathan L. Martin

Signature of Applicant

7-28-22

Date

## CHECKLIST

**All lines must be completed**

	YES	NO	Not Applicable	CEO Initials
Application Fee Submitted:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
All Owners / Partners Listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
License Type Listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Me License Certified:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Criminal History Listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
List of Employees with IDs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Security Standards:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Odor Plan:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operating Plan:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Notices:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Police Dept. Approval:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Dept. Approval:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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

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

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

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



### License Renewal Fee

*Applicant will be responsible for advertisement costs for a Public Hearing before review by the City Council*

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 7, 2022** at **6:00 PM** in the Sargent Family Community Center at 24 Chapman Rd, to consider a **Marijuana License** from:

**Cloud 9 Premium Cannabis Boutique  
28 Houlton 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 760-2702.

**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 760-2702 at least two (2) business days prior to the meeting date.

Per City Council, Kimberly A. Finnemore, City Clerk

Aug. 31, 2022

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 7, 2022

## AGENDA ITEM # 3

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### SUBJECT

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**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

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### INFORMATION

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- 1) Application
- 2) Public Hearing Notice

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### REQUESTED ACTION

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**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 # (207) 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 : Rental of Multipurpose Room

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

Fredrick A. Thomas, Jr.  
(Signature of Individual)

Make check payable to:  
City of Presque Isle

(If partnership, by members)

~~\$105.00~~ Public Hearing Fee  
\$110.00

University of Maine Presque Isle  
(Name of Corporation)

(Place Corporate Seal)

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

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 7, 2022 at 6:00 PM** in the Sargent Family Community Center at 24 Chapman Rd, to consider a **Special Permit for Music, Dancing and Entertainment from:**

**University of Maine 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 760-2702.

**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 760-2702 at least two (2) business days prior to the meeting date.

Per City Council, Kimberly A. Finnemore, City Clerk

Aug. 31, 2022

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 7, 2022

**AGENDA ITEM # 4**

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## SUBJECT

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**PUBLIC HEARING:** Approval for a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing & Entertainment for Bethany Graves, d/b/a Lotus Lounge, with location of 149 State Street

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## INFORMATION

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- 1) Applications
- 2) Public Hearing Notice

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## REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve a Malt, Spirituous and Vinous Liquor License and Special Permit for Music, Dancing & Entertainment for Bethany Graves, d/b/a Lotus Lounge, with location of 149 State Street.



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

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

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

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

Legal Business Entity Applicant Name (corporation, LLC): Bethany Graves	Business Name (D/B/A): Lotus Lounge
Individual or Sole Proprietor Applicant Name(s): Bethany Graves	Physical Location: 149 State St Presque Isle ME 04769
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: 242 State St. Presque Isle ME 04769
Mailing address, if different from DBA address:	Email Address: be.grace.622@gmail.com
Telephone #      Fax #: 407-618-6222	Business Telephone #      Fax #:
Federal Tax Identification Number: 85-3074322	Maine Seller Certificate # or Sales Tax #: 1209945
Retail Beverage Alcohol Dealers Permit:	Website address:

1. New license or renewal of existing license? ☐ New      Expected Start date: \_\_\_\_\_  
☒ Renewal      Expiration Date: 8/19/2022

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

Food: \_\_\_\_\_ Beer, Wine or Spirits: \_\_\_\_\_ Guest Rooms: \_\_\_\_\_

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

☒ Malt Liquor (beer)      ☒ Wine      ☒ Spirits

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

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

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

5. Business records are located at the following address:

242 State Street Presque Isle ME 04769

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

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

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

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

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

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

☐ Yes ☒ No

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



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

☐ Yes ☒ No

If yes, please provide details: \_\_\_\_\_  
\_\_\_\_\_

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

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

Name of Business	License Number	Complete Physical Address

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

Full Name	DOB	Place of Birth
Bethany S. Graves	04-26-84	Caribou, ME

Residence address on all the above for previous 5 years

Name	Address: 242 State Street PX ME 04769
Name	Address: 9 Barton Street
Name	Address: PX ME 04769
Name	Address:

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

☐ Yes ☒ No

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

\_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

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

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

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

Curt Young 148 State St Presque Isle ME 04769



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

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

The entire first floor will be included. All sales  
and storage are on the first floor.  
\_\_\_\_\_  
\_\_\_\_\_

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Presque Isle Congregational Church

Distance: .3 miles

## Section II: Signature of Applicant(s)

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

Please sign and date in blue ink.

Dated: 8/7/2022

Bethy Graves  
Signature of Duly Authorized Person

\_\_\_\_\_  
Signature of Duly Authorized Person

Bethany Graves  
Printed Name Duly Authorized Person

\_\_\_\_\_  
Printed Name of Duly Authorized Person

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

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

Dated: \_\_\_\_\_

Who is approving this application? ☐ Municipal Officers of \_\_\_\_\_

☐ County Commissioners of \_\_\_\_\_ County

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

Signature of Officials	Printed Name and Title

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

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

§653. Hearings; bureau review; appeal

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

A. The bureau shall prepare and supply application forms.



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

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

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

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

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

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

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

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

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

**E.** A violation of any provision of this Title;

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



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

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

**A. Repealed**

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

**4. Repealed**

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

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

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

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



## Section V: Fee Schedule

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

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

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

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

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

*All Questions Must Be Answered Completely. Please print legibly.*

1. Exact legal name: Bethany Graves
2. Doing Business As, if any: Lotus Lounge
3. Date of filing with Secretary of State: \_\_\_\_\_ State in which you are formed: ME
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Bethany Graves	242 State St P1 ME 9 Bertram St P1 ME	9-26-84	owner	100%

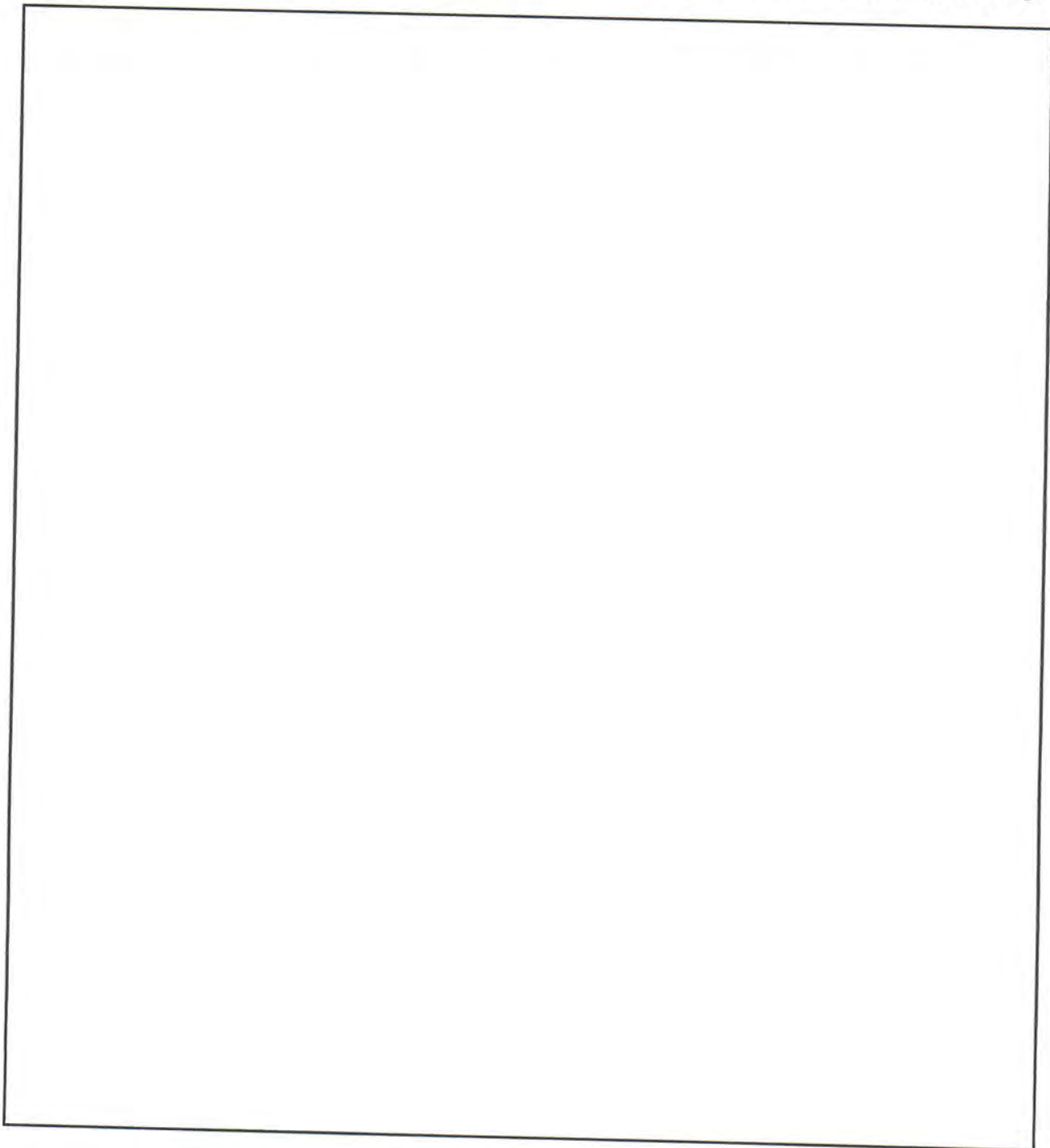
(Ownership in non-publicly traded companies must add up to 100%.)



## Section VI Premises Floor Plan

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

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

A large, empty rectangular box with a thin black border, intended for the applicant to draw and label the floor plan of the premises. The box occupies the majority of the lower half of the page.





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

1. Business Name Lotus Lounge Phone # 407-618-6222  
Address 149 State Street Presque Isle ME 04769  
Street City

2. Describe in detail kind and nature of entertainment:

dancing and dj and bands

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

~~the~~ The entire first floor.

Dated At 8-22-22 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

[Signature]  
(Signature of Individual)

Make check payable to:

City of Presque Isle

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

~~\$105.00~~ Public Hearing Fee

~~\$110--~~

Lotus Lounge  
(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 7, 2022 at 6:00 PM** in the Sargent Family Community Center at 24 Chapman Rd, to consider a **Special Permit for Music, Dancing and Entertainment** and Liquor License from:

**Lotus Lounge, 149 State 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 760-2702.

**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 760-2702 at least two (2) business days prior to the meeting date.

Per City Council , Kimberly A. Finnemore, City Clerk

Aug. 31, 2022

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 7, 2022

**AGENDA ITEM # 5**

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## **SUBJECT**

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**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

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## **INFORMATION**

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- 1) Application
- 2) Public Hearing Notice

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## **REQUESTED ACTION**

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**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.

An individual recycling business application must be completed separately.

## APPLICATION FOR AUTOMOBILE GRAVEYARD AND/OR JUNKYARD PERMIT

Please check type of application:

Automobile Graveyard \_\_\_\_\_, Junkyard X

Tentative Date of Hearing September 7, 2022 Application Received \_\_\_\_\_

Time of Hearing 6:00PM \_\_\_\_\_ Place of Hearing \_\_\_\_\_ Permit Number \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_ Notification sent by: email Date: August 4, 2022

To the City of Presque Isle, County of Aroostook, Maine, I/We Michael Coweth  
\_\_\_\_\_ hereby make application (in quadruplicate)  
for a permit to establish, operate, maintain an Automobile Graveyard \_\_\_\_\_, Automobile  
Recycling Business \_\_\_\_\_, and/or Junkyard X 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: 254 Fort Fairfield Rd, Presque Isle, ME 04769
2. Is this application made by or for a company, partnership, corporation, or individual?  
company
3. Is this property leased? X Property Owned by: Nancy Coweth  
Address: PO Box 1121, Caribou, Maine 04736
4. How is "yard" screened? - Fence? (Type) \_\_\_\_\_ Height \_\_\_\_\_  
Trees? (Type) Poplar Embankment? \_\_\_\_\_ Gully? \_\_\_\_\_ Hill? X Other? \_\_\_\_\_
5. How far is edge of "yard" from the edge of the "right-of-way"? 100 ft.
6. Can junk be seen from any part of highway? Yes \_\_\_\_\_ No X
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? 1983 By Whom? Everett J. Coweth
11. When was last permit issued? 2021 To Whom? City of Presque Isle

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: \_\_\_\_\_

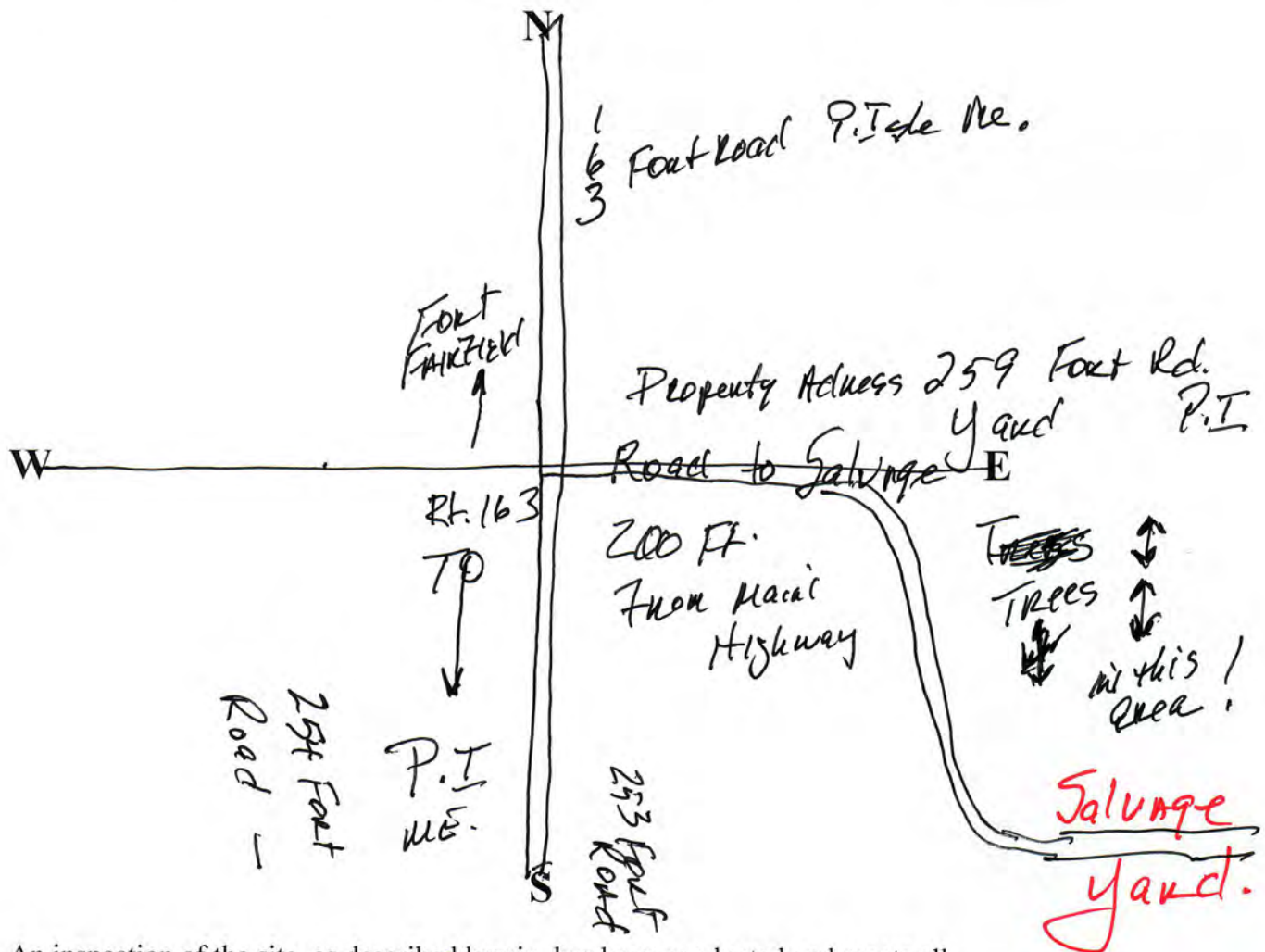
For: Mike Coweth's Towing Services, Inc.  
Name of Company, Corporation, Partnership, Indiv.

Address: 254 Fort Fairfield Rd, Presque Isle Phone #: 704-8009



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. 11 Lot No. 5 Zone COMM



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

*Tim St. Peter*

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 7, 2022** at **6:00 PM** in the Sargent Family Community Center at 24 Chapman Rd, to consider a **Application for Automobile graveyard/or Junkyard permit** from:

**Michael Cowett /d/b/a Mike Cowett's  
Towing Services, Inc., 259 Fort Fairfield 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 760-2702.

**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 760-2702 at least two (2) business days prior to the meeting date.

Per City Council, Kimberly A. Finnemore, City Clerk

Aug. 31, 2022

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 7, 2022

**AGENDA ITEM # 6**

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## **SUBJECT**

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**PUBLIC HEARING:** Acceptance of ACAP's Housing Assistance Program CDBG Grant Application

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## **INFORMATION**

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- 1) Memorandum
- 2) Draft Resolution
- 3) Public Hearing Notice

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## **REQUESTED ACTION**

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**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve the resolution accepting ACAP's CDBG Program Funds for the Housing Assistance Program



# *City of Presque Isle, Maine*

The Office of  
Director of Economic & Community Development  
**Galen Weibley**  
Email: gweibley@presqueisleme.us

## MEMORANDUM

<b>TO:</b>	<b>Kim Finnemore, City Clerk; Martin Puckett, City Manager; &amp; Brad Turner, City Finance Director</b>
<b>FROM:</b>	Galen Weibley, Director of Economic & Community Development
<b>DATE:</b>	August 5, 2022
<b>RE:</b>	<b>Public Hearing for ACAP Community Development Block Grant Application</b>

The City of Presque is assisting Aroostook County Action Program with their Community Development Block Grant (CDBG) Housing Assistance Program (ACAP) to renovate 1 Edgemont Drive into a 13-unit emergency housing for individuals and families experiencing homelessness or need emergency shelter. As mentioned during the May City Council meeting, ACAP and the City of Presque Isle's application were selected by Maine's Department of Economic & Community Development to proceed to the second phase of the application process.

As part of the approval process, the City is required to submit a letter by the Planning Board that the proposed program in follows the City's Comprehensive Plan (completed) and conduct a public hearing by the legislative body before approving a resolution accepting the City's administration of the program.

During the September Council meeting, the Council will listen to public comment. Afterwards, staff recommends the following motion:

***Suggested motion: Mr. Chairman, I move that we approve the resolution submitted in our packet, accepting the City's administration of ACAP's Community Development Block Grant Economic Development Program to renovate 1 Edgemont Drive into 13 units for individuals and families experiencing need for emergency shelter.***

***(Enclosure)***

- ***Draft Resolution Accepting ACAP's CDBG Program Funds for the Housing Assistance Program***



# PRESQUE ISLE COUNCIL RESOLUTION

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**WHEREAS**, the **City of Presque Isle** wishes to apply to the Department of Economic and Community Development for a Community Development Block Grant to carry out a community development program; and

**WHEREAS**, the planning process required by Maine Law and the CDBG Program have been complied with, including participation in the planning process by low and moderate income families and individuals and **the community has conducted at least one duly advertised public hearing**; and

**WHEREAS**, the **City of Presque Isle** is cognizant of the requirement that should the intended National Objective of the CDBG program not be met all CDBG funds must be repaid to the State of Maine CDBG program; and

**NOW THEREFORE**, be it resolved by the Council of the **City of Presque Isle** that the City Manager (or other local government official or officer):

- 1) Is authorized and directed to submit an application for the following program(s) and dollar amount(s) within the State of Maine's CDBG Program:  
**Program: Housing Assistance Program Amount: \$500,000**  
To the Department of Economic and Community Development on behalf of the Community of Presque Isle substantially in the form presented to this council;
- 2) Is authorized to make assurances on behalf of the Community of Presque Isle required as part of such applications, and
- 3) Is authorized and directed, upon acceptance of said funds to carry out the duties and responsibilities for implementing and said program(s), consistent with the Charter of the Community of Presque Isle and the laws and regulations governing planning and implementation of community development programs in the State of Maine.

**DATE ENACTED:** \_\_\_\_\_

**Municipal**

**Seal**

## **AUTHORIZED SIGNATURES**

<b>Name: Kevin Freeman, Chair</b>	<b>Date</b>
<b>Name: Jacob Shaw, Deputy Chair</b>	<b>Date</b>
<b>Name: Mike Chasse, Councilor</b>	<b>Date</b>
<b>Name: Doug Cyr, Councilor</b>	<b>Date</b>
<b>Name: Craig Green, Councilor</b>	<b>Date</b>
<b>Name: Gary Nelson, Councilor</b>	<b>Date</b>
<b>Name: Jeffery Willette, Councilor</b>	<b>Date</b>



## **Public Hearing Notice The City of Presque Isle**

The City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022 at 6:00 PM, at the Sargent Family Community Center 24 Chapman Road, Presque Isle, ME 04769 to discuss acceptance of a Housing Assistance Program CDBG Grant. The purpose of the grant is to renovate 1 Edgemont Drive into a 13-unit housing program that will assist individuals and families experiencing homelessness or in need of emergency shelter and support services. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to: the City Clerk, Kim Finnemore at 12 2nd Street Presque Isle, ME 04769 at any time prior to the Public Hearing. TDD/TTY users may call (list local TTY number or 711). If you are physically unable to access any of the City's programs or services, please call 207-760-2700, so that accommodations can be made.

City of Presque Isle

Aug. 31, 2022

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 7, 2022

**AGENDA ITEM # 7**

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## SUBJECT

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**PUBLIC HEARING:** NMCC Community Development Block  
Grant Application

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## INFORMATION

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- 1) Memorandum from Galen Weibley
- 2) CDBG Application
- 3) Public Hearing Notice

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## REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_ , seconded by  
Councilor \_\_\_\_\_ to proceed with submitting  
NMCC's CDBG application to Maine's DECD for further  
review.





# City of Presque Isle, Maine

The Office of  
Director of Economic & Community Development  
**Galen Weibley**  
Email: gweibley@presqueisleme.us

## MEMORANDUM

<b>TO:</b>	<b>City Councilors; Kim Finnemore, City Clerk; &amp; Martin Puckett, City Manager;</b>
<b>FROM:</b>	Galen Weibley, Director of Economic & Community Development
<b>DATE:</b>	August 29, 2022
<b>RE:</b>	<b>Public Hearing for NMCC Community Development Block Grant Application</b>

### *Economic Summary*

Presque Isle has experienced an overall decline in working age population since the 1980's which can negatively impact future growth opportunities for the local economy.

Presque Isle				
Decade	Total Population	Change from prev. year	Working Age Population	Change from prev. year
1980	11,172	-2.5%	6,003	
1990	10,550	-5.9%	5,266	-14.0%
2000	9,511	-10.9%	5,086	-3.5%
2010	9,692	1.9%	5,796	12.2%
2020	8,797	-10.2%	5,418	-7.0%
Total Change in Population		-21.3%	Total Change in Working Age Population	-9.7%

Local employers have mentioned to the department that our local workforce is in a precarious situation. The City Council has recognized the workforce as an important 2022 Council Goal for staff to explore comprehensive solutions that will lead to a successful future. The Presque Isle DECD staff have been part of many local conversations with economic development partners regarding how we can expand the local workforce challenges while addressing the connected issues of energy costs, housing, public utilities, and technology adoption, which stifle growth if not approached in a comprehensive manner.

### *Program Overview*

To help address the challenges in workforce development, Presque Isle DECD collaborated with the Northern Maine Community College (NMCC) in preparation of their draft Community Development Block Grant (CDBG) Public Service Program application. NMCC is proposing the creation of a new workforce development program that will be the first of its kind in Maine to house a workforce development program with close proximity of an industrial park. The program will offer support services for international persons and families wanting to be part of the workforce in Aroostook County. NMCC will target resettlement efforts to twelve (12) available units on campus for working aged international persons and families. This approach by NMCC's workforce program coordinator will lead to successful integration of new working-aged families while not adding additional pressure to the local housing stock.

This workforce development service dove-tails with Northern Maine Development Commission's domestic relocation/attraction service which offers support for workers from other parts of the United

12 Second Street      Presque Isle, ME 04769-2459      Phone: 207.760.2727      Fax 207.764.2501

*The City of Presque Isle is an equal opportunity provider. To file a complaint, write to  
HR Manager, 12 Second Street Presque Isle, ME 04769, or call (207) 760-2700.*

States wanting to move to northern Maine. This new program will benefit local employers in Aroostook County in the healthcare, industrial, agricultural, forestry and service related sectors. A similar workforce program by the Roix Institute being implemented in southern Maine, albeit not on an industrial park

As part of the approval process, the City is required to submit a letter by the Planning Board stating that the proposed program is consistent with the City's Comprehensive Plan and to conduct a public hearing by the legislative body before applying to the state. At the June Planning Board meeting, the board issued their letter of support for the project. The Planning Board highlighted the following strategies, goals and policies that will help the City achieve its goals for future growth and success:

- ✓ **State Goal:** To promote an economic climate that increases job opportunities and overall economic well-being.
- ✓ **Local Goal:** To foster economic growth and stability and increase population through the retention and creation of jobs in natural resource, alternative energy, technology, and service-based jobs.
- ✓ **City Strategy:** Seek State/Federal grant and loan funding and identify job creation and capital equipment related tax incentives that may benefit existing businesses and communicate with business owners.
- ✓ **City Policy:** Encourage, create and attract companies to remain or locate in Presque Isle.
- ✓ Pursue funding assistance from CDBG, EDA, RECD, and other funding sources for community and economic development projects
- ✓ **City Strategy:** Join partnerships intended to ensure that all Maine workers will have the opportunity to acquire the skills and knowledge necessary to adapt to emerging technologies and other workplace changes in a sustainable, global economy
- ✓ **City Policy:** Support the region's natural resource-based businesses and industries
- ✓ Research, support and initiate with industry participation, a private or public vocational/technical program in agriculture, forestry, and equipment operation.
- ✓ **City Policy:** Support continued economic diversification to ensure the long-term sustainability of the local economy. Seek funding to initiate new programs.
- ✓ **City Strategy:** Maintain a dialog with the University of Maine system and Northern Maine Community College as well as Presque Isle's major employers to understand their need for local support.

During the August Council meeting, the Council will listen to NMCC's project presentation and any additional public comment before acting. Staff recommends the following action:

***Support Motion: Mr. Chairman, I move that we authorize the City Manager to proceed with submitting NMCC's Community Development Block Grant Public Service Program application to Maine's DECD for further review.***

***(Enclosures)***

- ***Draft Program CDBG application***
- ***Letter from Planning Board Chairman that project is consistent with the City's Comprehensive Plan.***
- ***Letter of support from Northern Maine Development Commission***

# STATE OF MAINE COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION AND CERTIFICATIONS

## Public Service Grant Program

**Please note that all information requested in this application must be included for the application to be considered complete. Please refer to Page 5 for the Public Service Program Application Package Requirements. The Office of Community Development (OCD) will only process complete applications. All materials submitted to OCD in connection with your WDP application shall become the property of OCD, unless otherwise requested and shall be retained or destroyed in accordance with OCD's file retention policy.**

### **I. APPLICANT MUNICIPALITY INFORMATION**

Municipality: City of Presque Isle	County: Aroostook County
Mailing Address: 12 Second Street	State: ME      Zip Code+4: 04769
Manager/Contact Person: Martin Puckett	E-Mail: mpuckett@presqueisleme.us
Phone: 207-760-2785	Fax: 207-764-2501
Applicant Municipality DUNS (Dunn & Bradstreet) #: 07-174-7018 (visit <a href="http://fedgov.dnb.com/webform">http://fedgov.dnb.com/webform</a> if business needs to obtain a number)	

### **II. APPLICANT SUB-GRANTEE (Business, Non-Profit, etc.) if applicable:**

Legal Name of Business: Northern Maine Community College			
Legal Address of Business where jobs will be created and/or retained: 33 Edgemont Drive			
Town/City: Presque Isle	State: ME	Zip Code: 04769	County: Aroostook County
Manager/Contact Person: Timothy Crowley	Email: ntcrowle@nmcc.edu		
Phone: 207-768-2811	Fax:		
Applicant Sub-Grantee DUNS (Dunn & Bradstreet) #: 06-0992336 (visit <a href="http://www.nea.gov/grants/apply/DUNS.html">www.nea.gov/grants/apply/DUNS.html</a> if business needs to obtain a number)			

Census Tract(s) Where Proposed PSG Activities will occur:

9501, 9502, 9503, 9504, 9506, 9507, 9509, 9510, 9511, 9512, 9513, 9514, 9516, 9517, 9518, 9519, 9520, 9521, 9523, 9524, 9525, 9526, 9527, 9529, 9551, 9553, 9554, 9555, 9556, 9557, 9558, 9559, 9561, 9562, 9563, 9564, 9565, & 9900

### III. SUMMARY OF PROGRAM ACTIVITIES

Is this PSG application in support of program activities designed **predominantly** for persons determined to be low to moderate income? ☒ Yes ☐ No If no, please explain.

Is this PSG application in support of program activities designed exclusively for members of one or more of the groups below presumed by HUD to be low to moderate income? ☒ Yes ☐ No

If yes, check applicable groups(s):

- |   |  |
|---|--|
| <input type="checkbox"/> Abused Children          | <input checked="" type="checkbox"/> Homeless Persons     |
| <input type="checkbox"/> Battered Spouses         | <input type="checkbox"/> Illiterate Adults               |
| <input type="checkbox"/> Elderly Persons          | <input checked="" type="checkbox"/> Migrant Farm Workers |
| <input type="checkbox"/> Severely Disabled Adults | <input type="checkbox"/> Persons Living with AIDS        |

### IV. SUMMARY OF TRAINING TIMELINE:

Positions to be trained as part of this development project by job classification identifiers (see Appendix C for Job Classification Types:

Type of Training	Training Date(s)	# of Individuals to be Trained	Cost Per Person
See attached Summary of Application			



**V. CERTIFICATION BY AUTHORIZED OFFICIAL OF MUNICIPALITY AND SUB-GRANTEE (if applicable):**

**1. State Certifications**

- a. To the best of my knowledge and belief, the information in this Application is true and correct.
- b. the governing body of the applicant has duly endorsed the document.
- c. the proposed project has been reviewed and it complies with the Community's comprehensive plan and/or applicable state and local land use requirements.
- d. will work with the Office of Community Development to develop a detailed project if it receives a conditional award, and
- e. will comply with all applicable State laws and regulations.

**2. Federal Certifications**

- a. will take actions to affirmatively further fair housing and implement CDBG activities in compliance with Title VI of the Civil Rights Act of 1964 and Title VIII of the Civil Rights Act of 1968;
- b. will not attempt to recover capital costs for the construction of public improvements, assisted in whole or in part with CDBG funds, by charging special assessments or fees against properties owned and occupied by persons of low and moderate income, including any fee, charge, or assessment made as a condition of obtaining access to such public improvements, unless:
  - (i) CDBG funds are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than CDBG funds; or
  - (ii) for purposes of assessing any amount against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and the applicant certifies that it lacks sufficient CDBG funds to comply with the requirements of clause (i) above.
- c. prior to expenditure of CDBG funds, it will establish a local community development plan that identifies the Community's housing and community development needs, including the needs of low and moderate income, and the activities to be undertaken to meet them;
- d. will provide in a timely manner for citizen participation, public hearings, and access to information with respect to the Maine CDBG Program and the proposed local CDBG project/program. Indicate in public notices and at public hearings that the State program is competitive, the maximum grant amount that can be requested, and the general type of activities contained in the proposed local program. Also announce in public notices the availability of the local program plan/application, describe the Community's previous CDBG performance (if any), and how the Community will collect, consider, and maintain all oral and written comments received on the proposal.
- e. will adopt and follow a residential anti-displacement and relocation assistance plan which complies with Section 104 (d) of the Housing and Community Development Act of 1974, as amended, that at a minimum provides for the replacement of all low/moderate income dwelling units that are demolished or converted to a non-LMI housing use as a direct result of CDBG assistance, and a relocation assistance component.
- f. is not listed on U. S. Department of Labor's Debarred and Suspended Contractor's List and will not employ contractors or subcontractors on this list;
- g. will comply with the requirements of Section 349 of Public Law 101-121 regarding government-wide restrictions on lobbying; and
- h. with the exception of administrative or personnel costs, it will verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state or local government or of any designated public agencies, or sub-recipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect to CDBG activities, per 24 CFR Part 570.611.
- i. Jobs created/retained must be in the community applying for the EDP award, new jobs to that community and not associated with any other branches of the assisted business located in another community.
- j. Transfer positions cannot be counted toward the job creation/retention requirements.
- k. All projects must document that at a minimum, 51% of all jobs created or retained as a result of the funded activity must be taken/held by persons of low and moderate income as defined by HUD.
- l. The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applications on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract), and because all or parts of the applicant's income is derived from any public assistance program, or because the applicant has, in good faith, exercised any rights under the Consumer Credit Protect Act. The federal agency that administers compliance with this law concerning this creditor is the Federal Trade Commission. If a person believes that he or she was denied assistance in violation of this law, they should contact the Federal Trade Commission, Washington, DC 20580.



Signature of Municipal Official:	Name: Martin Puckett
Date:	Title: City Manager, Presque Isle
Signature of Sub-Grantee Representative (if applicable):	Name: Timothy Crowley
Date:	Title: President, NMCC

# Community Development Block Grant Public Service Grant Program

## Budget Summary (Include Cash & In-Kind if applicable)

Cost Category	Column 1 CDBG	Column 2 Local	Column 3 State	Column 4 Utility	Column 5 Non- CDBG Federal	Column 6 Other	Column 7 Cost Category Total
Administration			\$ 8,507				\$ 8,507
Equipment			\$ 7,000				\$ 7,000
Materials			\$ 4,000				\$ 4,000
Operations			\$12,000				\$ 12,000
Salaries	\$ 80,000		\$ 41,536				\$ 121,536
Fringe			\$ 76,957				\$ 76,957
Transportation							
Vehicles							
Consultants							
Other (List)							
1.							
2.							
3.							
<b>TOTAL COSTS</b>	<b>\$ 80,000</b>		<b>\$ 150,000</b>				<b>\$ 230,000</b>

### Directions for Completing Budget Summary

1. For each applicable cost (cash and in-kind) in the Cost Category column, list the projected dollar amount for all applicable funding sources in columns 1-6.
2. List the total dollar amount for each cost category in column 7, Cost Category Total
3. Enter the total of all Cost Category amounts in column 7 in the TOTAL COSTS box directly under column 7.
4. Submit a copy of this Summary with the original and all four copies of the application.

## **1. Impact**

Northern Maine Community College (NMCC) has a long history of developing partnerships to address workforce needs with city and regional economic development agencies. With a clear understanding of the challenges in educating an evolving workforce, NMCC coordinates training needs for a variety of Aroostook County employers. The college has served as the facilitator for the Northern Maine Growth Initiative (NMGI), a collaborative group of community stakeholders and employers who have been meeting on a regular basis to address concerns and consider solutions to the issues surrounding outward migration and decline in the working age population of Aroostook County.

During the annual meetings of the College's program advisory committees, comprised of representatives of local, regional and statewide employers, industry specific as well as general employment needs is always a major topic of conversation. It has become apparent that to aid in filling the low to moderate income positions of the healthcare, agriculture, forestry, manufacturing, construction, hospitality and the service industry it is imperative that the population of the county be increased. The increase can take place through several measures, however, attracting new workers, especially those who are New Mainers seems to be the most immediate opportunity that the local employers and educational agencies see as the best opportunity. NMCC is proposing a solution to this challenge through the development of a position which has the major tasks of attracting and connecting new workers with appropriate services, education and employment opportunities. The Workforce Development Coordinator will also be responsible for coordinating diversity education training for business and industry leaders. A major goal of the Coordinator will be to act as a welcoming and inclusion resource for migrant, international and refugee working populations who seek to make a home in Aroostook County.

Like many areas of Maine, Aroostook County, has a history of settlement and growth based upon families seeking opportunities for a better life. Unfortunately, that did not always go well, due to barriers to integration into established communities with varying cultural and language different from the general population in Aroostook County. Through the efforts of NMCC, NMGI and the focus of the Workforce Development Director, history doesn't have to repeat. The administration at NMCC has received a funding commitment from the Maine Community College System for the first two-years of this project. Local employers are also stepping up with financial commitments, however, matching funds still do not meet the total costs of funding required. The City of Presque Isle is requesting on behalf of Northern Maine Community College \$80,000.00 through the Special Projects Funding of Maine's Community Development Block Grant (CDBG) as an additional financial commitment toward this important workforce development initiative.

## **2. Development Strategy**

NMCC is proposing \$230,000.00 as a budget to cover the costs related to salary, benefits, and office operations for the Northern Maine Growth Initiative to fully fund a Workforce Development Coordinator over a two-year period. The CDBG request of \$80,000.00 will be appropriated for the salary and benefits of the coordinator. After two years of operation, all related expenses will be incorporated into NMCC's annual operating budget.

The Workforce Development Coordinator will support a growth of employment opportunities by focusing on recruitment of both a trained and untrained workforce to this region, as a strategy to retain and increase the population of young working age people (20-44), and to support the development of a more available and skilled workforce. The Coordinator will be actively engaged in linking the needs of the area employers to the recruitment of new migrant workers, international immigrants and people of refugee status to the area who are ready to begin a new career in Northern Maine. The Coordinator will actively involve networking opportunities to connect newly relocated people to education and training, to prepare the new workforce to fill positions with competitive salaries.

The Program Coordinator is accountable for providing effective oversight of the Center's day-to-day operations, and building/supportive relationships with external stakeholders. Including representatives from multiple diverse ethnic and cultural populations, municipal, business and education leaders in the community, service providers, and faith-based organizations will all have a role to play in developing a welcoming environment for living and working. The Coordinator will facilitate and oversee the delivery of services and work to accomplish goals as identified by members of the Northern Maine Growth Initiative Committee. Essential functions of the Coordinator are:

- To provide one-to-one case management to each migrant, immigrant and refugee status client that is person-specific.
- Act as a proactive and responsive resource within the region to serve both a diverse immigrant population and stakeholders.
- Build relationships with services providers to increase awareness and facilitate referrals.
- Coordinate events and connect immigrants and others to resources meeting their cultural background and logistical needs.
- Help integrate international workers sought by private businesses, in fields such as healthcare, forestry, agriculture, education, technology, manufacturing, call centers etc.
- Coordinate activities to engage and welcome international newcomers to the many positive features and opportunities in Aroostook County.
- Guide people dealing with immigration regulations (e.g., non-immigrant F and J visa holders) and support connection to legal counsel. Facilitate compliance with immigration regulations pertaining to international students and scholars.



- Support sensitivity training and building cultural awareness in the broader community.
- Plan, implement, administer, and evaluate special projects as assigned. Provide regular and consistent reporting to the Northern Maine Community College President on the status of projects, anticipated problems or opportunities, funding opportunities, and other information that will support and strengthen-services and connections to clients. The NMCC President serves on the Leadership Council for the Aroostook Partnership and can provide updates at regular meetings and when appropriate request the Coordinator to also attend.

These functions of service for the Workforce Development Coordinator are currently non-existent or being fulfilled on a volunteer basis through other local area non-profits or individuals. By streamlining the functions into a single position, Aroostook County will gain the benefit of a focused approach to helping international Low to Moderate Income (LMI) individuals and families acclimate into the County's workforce.

The program will begin once funding of the \$80,000.00 is available. Job posting and searching is estimated to be completed within two months of receiving funds. Orientation of the Workforce Development Coordinator and setup of operations is anticipated to be completed within one month after start of employment. Monthly updates by the Coordinator will be supplied to the NMCC President, and City of Presque Isle's Department of Economic & Community Development Director to ensure compliance with established benchmarks of the Northern Maine Growth Initiative committee members.

As an accredited community college in the state of Maine with over 87 employees, Northern Maine Community College will have no issues managing administration of grant funds from Maine DECD and has a solid understanding of workforce challenges and needs for the economic industries in Aroostook County.

### **3. Citizen Participation**

Since (2018), the Northern Maine Growth Initiative Committee has met six times, at NMCC. Public, business, governmental, and community stakeholders discussed the issues with workforce shortages and the impact on the local economy and thus "way of life" in Aroostook County. There were also smaller group sessions held with members of the NMCC General Advisory Committee and the NMCC Foundation Board of Directors. At each meeting ideas were brainstormed on how to best develop a strategy and plan of action to attract new growth in working age individuals and families to Aroostook County. In November 2021, Tim Crowley, President of NMCC invited twenty-five (25) local employers to a meeting with representatives of the Catholic Charities Maine to discuss the possibility of Presque Isle working toward Refugee Resettlement Status. The consensus of those in attendance was that the region should move forward in working to achieve that status with overwhelming support from employers in the region.

The Northern Maine Growth Initiative Committee hosted a meeting on March 31, 2022, with over fifty (50) partners and stakeholders from Aroostook County to discuss the potential opportunity to hire a full-time workforce development coordinator. Crowley shared that the Maine Community College System had agreed to support the initiative with an Innovative Grant for \$150,000. It is expected that some local employers will also provide some financial assistance.

The proposed project has been vetted by the City of Presque Isle's Planning Board for compliance with the City's Comprehensive Plan. The proposed plan helps to accomplish the state and local goal of economy of the comprehensive plan and is connected to ten policies and strategies as well. The Planning Board offered their support to the proposed project unanimously during their June 16<sup>th</sup> meeting. Public notice of the hearing for this application was published on the City of Presque Isle & Department of Economic & Community Development social media accounts, was posted at City Hall, the Sargent Family Community Center, and local bulletin boards on Tuesday, June 21, 2022 as well as being published in the Star Herald Newspaper on June 29, 2022. The City Council similarly hosted a public hearing regarding the proposed CDBG application on July 6, 2022 with x attendees at the meeting.

**NMCC CDBG Application Section IV Summary of Training Timeline**

<b>Type of Training</b>	<b>Training Dates</b>	<b># of Individuals to be Trained</b>	<b>Cost Per Person</b>
Office & Clerical: certificate programs: medical assistant, office assistant, and medical coding,	August – May (9 months)	TBD	\$7,000 (includes tuition/fees/textbooks/laptop)
Operatives (semi- skilled)  Certificate programs: computer numerical controls technician; building construction worker; wind power technician; welder	August - May (9 months)	TBD	\$9,000 (includes tuition/fees/textbooks/laptop/tools and uniforms and personal protective equipment)
Craft Workers-Skilled: associate degree  Electrician; plumber; heating technician; automotive technician; diesel mechanic; auto collision repair technician; and water treatment technician	2 years (August – May)	TBD	\$18,000 (includes tuition/fees/textbooks/tools/uniforms and personal protective equipment)
Operatives (semi- skilled)  Mechanized Logging Operator	16 weeks – annually in summer	TBD	Currently grant funded; student responsible for lodging, meals and transportation to worksite.
Operative (semi- skilled)  Commercial Drivers	3 times a year	TBD	Instructional cost provided through grant funding; student responsible for cost of background check, drug tests, books/materials, and protective clothing.

Professionals: associate degree programs: medical assistant; registered nursing; emergency medical technicians; community paramedics; accountants; business managers; childcare workers; computer network/cybersecurity technicians	2 years (August- May)	TBD	\$18,000-\$22,000 depending on which program of study. Listed cost should include (tuition/fees/textbooks and laptop) some programs require vocation specific tools and uniforms – costs for these vary.
Technicians-licensed practical nurse	12 months (December -November)	TBD	\$7,000 (includes tuition/fees/textbooks and laptop) Student is responsible for travel to clinical sites, uniforms and testing fees.





**Northern  
Maine  
Development  
Commission**

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June 14, 2022

Department of Economic & Community Development  
59 State House Station  
Augusta, ME 04333-0059

Subject: City of Presque Isle CDBG application

Dear Office of Community Development:

Please accept this letter of support from Northern Maine Development Commission on behalf of the City of Presque Isle's CDBG application to support a Workforce Development Coordinator.

Workforce is a critical issue in Aroostook County and the position to assist migrant, international and refugee populations to work in the region is a critical component of an overall Workforce Development Strategy being implemented by the Aroostook Partnership, of which NMDC is a member.

The Partnership is an economic development organization, comprised of more than 80 businesses, NMDC and the four colleges and universities in northern Maine.

Workforce and population are the organization's number one priority, with focus area themes of branding, marketing, and recruiting, including immigrant/refugee populations.

Population attraction is also a major goal in the Aroostook Washington Comprehensive Economic Development Strategy.

NMDC is committed to partnering with all those looking to grow the workforce and population of the region and hope you look favorably on the Presque Isle request.

Sincerely,

Robert P. Clark  
Executive Director



Equal Opportunity Lender/Agency

[www.nmdc.org](http://www.nmdc.org)

11 West Presque Isle Rd., PO Box 779, Caribou, ME 04736  
Voice: (207) 498-8736, Toll Free in ME: 1-800-427-8736, Fax: (207) 493-3108, TTY: (207) 498-6377



## *City of Presque Isle, Maine*

The Office of  
Chairman of the Presque Isle Planning Board  
**Bruce Roope**

June 16, 2022

Maine Department of Economic & Community Development  
Attn: Heather Johnson  
59 State House Station  
Augusta, ME 04333

Dear Commissioner Johnson:

The City of Presque Isle appreciates offering feedback on Northern Maine Community College Workforce Development Project at 33 Edgemont Drive, Presque Isle, Maine for the Community Development Block Grant (CDBG) Special Service Project program.

The City's Planning Board met on June 16, 2022, to discuss the proposed CDBG application for funding of NMCC's Workforce Development Project. We believe, as a collective board, that NMCC's proposed plan would not be in conflict with the City's Comprehensive Plan. In fact, we believe the allocation of funds from this program will continue our City's vision that address workforce and economic development in a positive direction for the future.

We are excited to support this project that will help foster new workforce opportunities for Aroostook County.

Again, thank you for considering Presque Isle's application on behalf of the NMCC's Workforce Development Project and please do not hesitate to contact me if you have any further questions.

Sincerely,

Bruce Roope, Chairman  
City of Presque Isle  
Planning Board

Another priority is ensuring that the community can help provide the infrastructure, facilities, services and capital needed by natural resource-based businesses of all scales.

The final priority is to support and maintain existing economic diversification to ensure long-term economic sustainability. Higher education, health care and tourism are vital components. The city's economic development priorities are detailed in the policies and strategies section that follows. These priorities are also reflected and detailed in the regional economic clusters report and tourism action plan.

Home occupations contribute to the local economy and provide many needed services and advantages to residents and business owners. Residents have convenient access to products and services and owners are allowed affordable space to try new enterprises. While home occupations most often involve services, the sale and display of products is also allowed. Regulations designed to protect neighborhood character and address traffic should be considered.

Given the region's long-term trend of population decline it seems practical that local economic development efforts focus on creating modest job and population growth by balancing attention and support in all economic export sectors. This should be done in a manner that protects and enhances community sustainability and the quality-of-life component of community sustainability. It is important to remember that economic growth can influence change in the community that is not always popular or favorable.

Local economic development policy should be based on an understanding of local issues. The persons that are directly involved in the types of business that drive Presque Isle's economy should be engaged in implementing policy. The State goal for comprehensive planning, as it pertains to local economy, is to promote an economic climate that increases job opportunity and overall economic well-being while keeping public facilities/services and housing affordable and while maintaining environmental quality. A balanced approach should work well in Presque Isle.

## **LOCAL ECONOMY**

### **Goals, Policies, and Strategies**

#### **State Goal**

To promote an economic climate that increases job opportunities and overall economic well-being.

#### **Local Goal**

To foster economic growth and stability and increase population through the retention and creation of jobs creation of natural resource, alternative energy, technology, and service-based jobs.

<b>Policy</b>	<b>Strategy</b>	<b>Responsibility</b>	<b>Timeframe</b>
Encourage, create and attract companies to remain or locate in Presque Isle.	Seek State/Federal grant and loan funding and identify job creation and capital equipment related tax incentives that may benefit existing businesses and communicate with business owners.	City Officials, NMDC, Planning Board, DECD, USDA, EDA	On-going
	Commit adequate funding for the rehabilitation, construction, or demolition of industrial and commercial buildings and facilities on Skyway Industrial Park	City Officials and Industrial Council	2022 and on-going
	Continue to pursue alternative funding sources such as FAME's REDRLP program, as a means of recapitalizing and complementing the Presque Isle Development Fund	City Officials and Presque Isle Development Fund	On-going
	Continue to provide, whenever feasible, financial, and technical assistance to new and existing businesses.	City Officials	On-going
	Direct industrial and business growth to Skyway Industrial Park and the City's designated growth areas. Create site selections criteria that addresses the environmental and service needs of both the business and the City. Ensure the availability of water, waste disposal, and electric utility service that help minimize costs to the greatest extent possible.	City Officials	On-going
	Continue efforts to allow for affordable childcare in the community. Amend land use ordinances and seek funding, when appropriate	City Officials	On-going
	Pursue funding assistance from CDBG, EDA, RECD, and other funding sources for community and economic development projects	City Officials, Industrial Council, Downtown Committee, Chamber	On-going
	Continue active participation and support of the Comprehensive Economic Development Strategy (CEDS) and other economic development programs through NMDC or other agencies.	City officials, Downtown Committee, Industrial Council, EDA, USDA, DECD	2022 and on-going



Policy	Strategy	Responsibility	Timeframe
	Continue to support the business contact and referral system utilizing the resources of Maine & Company and Northern Maine Development Commission.	City officials, Chamber, Industrial Council	On-going
	Continue revitalization of Main Street through annual commitments of capital funding to maintain and streetscape improvements in a safe and functional condition. Seek grant funding to assist with the revitalization	City Officials, DECD, Downtown Committee, Chamber, Businesses	2022 and on-going
	Continue to explore and support opportunities for biomass utilization and other alternatives for heating and electrical generation.	City Officials	2022 and on-going
	Join partnerships intended to ensure that all Maine workers will have the opportunity to acquire the skills and knowledge necessary to adapt to emerging technologies and other workplace changes in a sustainable, global economy	City Officials	2022 and on-going
	Continue to support the Presque Isle International Airport as an economic development tool for the City and the region	City Officials, Chamber,	On-going
	Actively promote Presque Isle and "central Aroostook" as a location for new, expanding, or relocating businesses and industries	Chamber, Downtown Committee	On-going
	Review new locations where heavy industrial uses could be located.	City Officials	2022
Support the region's natural resource-based businesses and industries	Stimulate and support economic growth through the promotion of greater crop diversification.	City Officials, Maine Potato Board, University, UMCE, and growers	2022 and on-going

Policy	Strategy	Responsibility	Timeframe
	Examine and, if appropriate, propose new and alternative uses for marginal or unsuitable farmland	Planning Board, Growers	2023
	Pursue "value-added" businesses and industries with export potential to help reduce the region's trade deficit	City officials, Maine Potato Board, UMCF, Maine Forest Products Council	On-going
	Encourage and support the development of centralized packing, storage, and marketing facilities for agricultural products	City Officials, FDA, USDA, Business	2022
	Contact existing natural resource-based businesses to determine their interest in expansion or diversification and provide assistance as required.	City Officials	On-going
	Work with other central Aroostook County communities to develop and implement regional plans, in such areas as transportation, land use, and economic development.	City Officials.	2022 and on-going
	Research, support and initiate with industry participation, a private or public vocational/technical program in agriculture, forestry, and equipment operation.	City Officials, UMPL, NMCC	2022
Support continued economic diversification to ensure the long-term sustainability of the local economy. Seek funding to initiate new programs.	Support the needs of existing businesses by applying for business assistance, energy efficiency and other grants that address specific needs.	City Officials	2020 and annually
	Seek, when needed, the creation of Tax Increment Financing District(s) (TIF) in Presque Isle.	City Officials	2022 and on-going as needed
	Study the feasibility of extending infrastructure to prospective industrial sites and seek funding for the development of infrastructure improvements.	Planning Board and City Officials	2022-23

Policy	Strategy	Responsibility	Timeframe
	Work with all potential funding sources including local banks, private interests, local government, the Maine Department of Economic and Community Development and other State and Federal institutions to assist with business startups and expansions.	City Officials, Chamber, Industrial Council	On-going
	Seek grants to assist small, home-based businesses with needs for capital improvements, market access and other challenges.	City Officials	2022 and on-going
	Support on-going efforts and investment in telecommunication system redundancy to facilitate internet-based businesses.	City Officials	On-going
	Plan for and support the redevelopment of the Aroostook Center Mall.	City Officials	2022-23
	Join with other northern Maine communities to outline strategies to initiate further free trade options with Canada	City Officials, Industrial Council, Chamber	2023
	Actively advocate for further research and development into alternative uses of waste by-products generated by industries and businesses	City Officials	On-going
	Maintain a dialog with the University of Maine system and Northern Maine Community College as well as Presque Isle's major employers to understand their need for local support.	City Officials	On-going



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## Presque Isle Department of Economic & Community Development

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Legal Notices

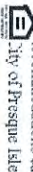
Legal Notices

### Public Hearing Notice The City of Presque Isle

### Public Hearing Notice The City of Presque Isle

The City of Presque Isle will hold a Public Hearing on the City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022, at 6:00 PM, at the Sargent Community Center 24 Chapman Road, Presque Isle, ME 04769 to discuss an application being submitted to the State, 04769 to discuss acceptance of a Housing Assistance of Maine CDDBG program for a Special Public Service Program CDDBG Grant. The purpose of the grant is to project. The purpose of the grant application is to help fund renovate 1 Edgemoor Drive into a 13-unit housing program workforce program coordinator to assist migrant but will assist individuals and families experiencing international and refugee. Low to Moderate income households or in need of emergency shelter and support individuals and families looking to resettle into Arrowood services. Public comments will be solicited at this Hearing application for employment opportunities. Public comments will be solicited as part of the phase. All persons wishing to make comments or adjustments about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to the City Clerk, Kim Finnemore at 12 2nd Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. If you have any questions about the Public Hearing, please call (207) 760-2700, so that accommodations can be made.

Aug. 31, 2022



Aug. 31, 2022

### City of Presque Isle

2 hrs ·

Public Hearing Notices for two September 7, 2022 council meeting agenda items are listed below:

No insights to show

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## City of Presque Isle

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...

## Intro

The official page for the City of Presque Isle, Maine

## Posts

City of Presque Isle

2 hrs • 

...

Public Hearing Notices for two September 7, 2022 council meeting agenda items are listed below:

Page · Government organization

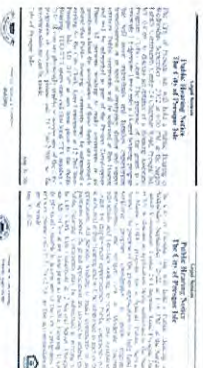
12 Second Street

 [presqueislemaine.gov](http://presqueislemaine.gov)

Not yet rated (3 Reviews) 

## Photos

[See all photos](#)



2

1 Share



[illegible][illegible][illegible]



Presque Isle City Hall Front Door and Lobby 8/26/2022 4:25 PM





# Presque Isle Public Library Posted on Second Floor Lobby Window 8/29/22



Samsung Quad Camera  
Shot with Galaxy A51 8/29/2022



Samsung Quad Camera  
Shot with Galaxy A51 8/29/2022



# Posting at Presque Isle Sargent Family Community Center Lobby 8/29/22



Samsung Quad Camera  
Shot with Galaxy A51 8/29/2022

Samsung Quad Camera  
Shot with Galaxy A51 8/29/2022



# Posting in Presque Isle Senior Center at Presque Isle Community Center 8/29/22




**BICROCK**  
Charity Scramble  
Saturday - September 3rd  
On Labor Day weekend for a great cause!  
Presque Isle Senior Center, 24 Chapman Road, Presque Isle, ME 04769  
Registration \$20 per person  
Includes: Breakfast, Golf Cart, Lunch, and Tee Time  
Hole-in-One Contest, and  
Prizes for all participants  
Presque Isle Senior Center  
24 Chapman Road, Presque Isle, ME 04769  
Phone: 207-760-2700




**Public Hearing Notice**  
The City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022 at 6:00 PM, at the Sargent Family Community Center, 24 Chapman Road, Presque Isle, ME 04769, to discuss acceptance of a Housing Assistance Program (CDBG) Grant. The purpose of the grant is to renovate 1 Edgemont Drive into a 13-unit housing program that will assist individuals and families experiencing homelessness or in need of emergency shelter and support services. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to the City Clerk, Kim Finnemore at 12 2nd Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. TDD/TTY users may call (local TTY number or 711). If you are physically unable to access any of the City's programs or services, please call 207-760-2700, so that accommodations can be made.  
City of Presque Isle




**Samsung Quad Camera**  
Shot with Galaxy A51 8/29/2022



**Public Hearing Notice**  
The City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022 at 6:00 PM, at the Sargent Family Community Center, 24 Chapman Road, Presque Isle, ME 04769, to discuss acceptance of a Housing Assistance Program (CDBG) Grant. The purpose of the grant is to renovate 1 Edgemont Drive into a 13-unit housing program that will assist individuals and families experiencing homelessness or in need of emergency shelter and support services. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to the City Clerk, Kim Finnemore at 12 2nd Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. TDD/TTY users may call (local TTY number or 711). If you are physically unable to access any of the City's programs or services, please call 207-760-2700, so that accommodations can be made.  
City of Presque Isle



**Public Hearing Notice**  
The City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022 at 6:00 PM, at the Sargent Family Community Center, 24 Chapman Road, Presque Isle, ME 04769, to discuss acceptance of a Housing Assistance Program (CDBG) Grant. The purpose of the grant is to renovate 1 Edgemont Drive into a 13-unit housing program that will assist individuals and families experiencing homelessness or in need of emergency shelter and support services. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to the City Clerk, Kim Finnemore at 12 2nd Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. TDD/TTY users may call (local TTY number or 711). If you are physically unable to access any of the City's programs or services, please call 207-760-2700, so that accommodations can be made.  
City of Presque Isle



**Samsung Quad Camera**  
Shot with Galaxy A51 8/29/2022



Legal Notices

### Public Hearing Notice The City of Presque Isle

The City of Presque Isle will hold a Public Hearing at Wednesdays September 7, 2022 at 6:00 PM at the Sagadahoc Family Community Center 24 Chapman Road, Presque Isle, ME 04769 to discuss an application being submitted to the State of Maine DBO program for a second phase of the project. A purpose of the grant application is to provide additional support services to residents who are experiencing homelessness and refugees. Low & Moderate Income households and families looking to relocate into Acadia County face employment opportunities, public comments will be solicited at this hearing and will be addressed by the applicant. All persons wishing to make a statement or submit written comments are invited to attend the public hearing. Comments may be submitted in writing to the City Clerk, Kim Finamore at Second Street, Box 162, ME 04769 at any time prior to the Public Hearing. They can be physically submitted to the City Clerk's office or emailed to kfinamore@ci.presqueisle.me. The City Clerk's office can be reached by phone at (207) 568-2700 ext. 200 or email at kfinamore@ci.presqueisle.me. Comments can be made Aug. 11, 2022.

### Legal Notices

### Public Hearing Notice The City of Presque Isle

The City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022 at 6:00 PM at the Sagadahoc Family Community Center 24 Chapman Road, Presque Isle, ME 04769 to discuss an application being submitted to the State of Maine DBO Grant. The purpose of the grant is to renovate Engagement Drive into a 11-unit housing program that will assist individuals and families experiencing homelessness or in need of emergency shelter. Public comments will be solicited at this hearing and will be addressed by the applicant. All persons wishing to make a statement or submit written comments are invited to attend the public hearing. Comments may be submitted in writing to the City Clerk, Kim Finamore at 22 2nd Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. They can be physically submitted to the City Clerk's office or emailed to kfinamore@ci.presqueisle.me. The City Clerk's office can be reached by phone at (207) 568-2700 ext. 200 or email at kfinamore@ci.presqueisle.me. Comments can be made Aug. 11, 2022.

City of Presque Isle

Aug 11, 2022

## **Public Hearing Notice The City of Presque Isle**

The City of Presque Isle will hold a Public Hearing on Wednesday, September 7, 2022, at 6:00 PM , at the Sargent Family Community Center 24 Chapman Road Presque Isle, 04769 to discuss an application being submitted to the State of Maine CDBG program for a Special Public Service Project. The purpose of the grant application is to help fund a workforce program coordinator to assist migrant, international, and refugee Low to Moderate Income individuals and families looking to resettle into Aroostook County for employment opportunities. Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing. Comments may be submitted in writing to: the City Clerk, Kim Finnemore at 12 Second Street, Presque Isle, ME 04769 at any time prior to the Public Hearing. If you are physically unable to access any of the City's programs or services, please call (207) 760-2700, so that accommodations can be made.

Aug. 31, 2022



# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 7, 2022

**AGENDA ITEM # 8**

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## SUBJECT

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**CONSENT AGENDA:** 2022 Minutes

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## INFORMATION

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- 1) August 3, 2022 Minutes
- 2) August 29, 2022 Minutes

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## REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to approve minutes from August 3, 2022 and August 29, 2022.





## Presque Isle City Council Meeting

August 3<sup>rd</sup>, 2022

6:00 PM

Sargent Family Community Center

### Call to Order – Roll Call

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

Arrived at 6:13 PM Councilor G. Nelson

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

### Pledge of Allegiance

Chairman K. Freeman called the meeting to order at 6:02 PM and led those present in the Pledge of Allegiance.

### Public Hearing

1. Approval of Application for a Malt, Spirituous and Vinous License for All Star Hospitality LLC d/b/a SureStay Hotel by Best Western with a location of 71 Main Street.

Chairman K. Freeman opened the Public Hearing at 6:02 PM.

City Manager M. Puckett spoke on the Application was up to all Code requirements and State law.

There were no citizens comments

Chairman K. Freeman closed the Public Hearing at 6:03 PM

**BE IT RESOLVED** by Deputy Chairman J. Shaw seconded by Councilor J. Willette to approve an application for a Malt, Spirituous and Vinous License for All Star Hospitality LLC d/b/a SureStay Hotel by Best Western with a location of 71 Main St.

**Vote: 6-0**

2. Approval of Application for a Malt, Spirituous and Vinous License for American Dream Restaurants LLC d/b/a Pizza Hut with a location of 814 North Main Street.

Chairman K. Freeman opened the Public Hearing at 6:04 PM

City Manager M. Puckett spoke on the application and Staff Recommends approval.

There were no citizens comments

Chairman K. Freeman closed the Public Hearing at 6:05 PM

**BE IT RESOLVED** by Deputy Chairman J. Shaw and seconded by Councilor J. Willette to approve an application for a Malt, Spirituous and Vinous License for American Dream Restaurants LLC d/b/a Pizza Hut with a location of 814 North Main Street

**Vote 6-0**

3. Confirm scoring of Façade Program applications.

Chairman K. Freeman opened the Public Hearing at 6:05 PM

Galen Weibley reviewed two of the applications with Council. One from Mike's and Son's and one from Ignite Presque Isle. Galen has 4 more applications out for this program, waiting for them to be returned. PIDF is the entity that reviews applications for the Façade Program.

There were no citizens comments

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

**BE IT RESOLVED** by Councilor M. Chasse and seconded by Deputy Chairman J. Shaw to approve Downtown Façade Loan Applications to Ignite PI located at 436 Main Street in the amount of \$25,000 and Mike and Sons of Presque Isle located at 626 Main Street in the amount of \$25,000.

**Vote 7-0**

### **Citizen Comments**

Virgina Joles from The Rotary Club spoke on There 99 years of Service to the Community. The Rotary new Program for Seniors Salt and Sand. They will be partnering with the Agency on Aging to bring Seniors buckets of sand for their walkways. Virgina also asked if on April 25, 2023 that the City can make a Proclamation/ or Declaration for the Rotary's 100 years of Service. This will be put on The February City Council Meeting.

### **Consent Agenda**

4. Approve Minutes from July 6 & 13, 2022 meeting.
- 5.. Approve 2022 Warrants #23-#25 totaling \$1,971,816.54
6. MMA Annual Election VP and Executive Committee Members
7. Ballot for MMA Legislative Policy Committee
8. Approve Appointment to Library Board of Trustees (Alternate)
9. Application for Utility Location Permit- Mechanic Street.
10. Application for Utility Location Permit-Carmichael Street
11. Drug Forfeiture-Ryan Bradstreet-\$38,032.00 in U.S. Currency and \$ 2,675.00 in Lottery Tickets/U.S. Currency
12. Schedule Public Hearing for September 7<sup>th</sup> for Northern Maine Growth Initiative.

**BE IT RESOLVED** by Councilor M. Chasse, seconded by Councilor C. Green to approve Consent Agenda #4-#12 as presented.

**Vote: 7-0**

### **Old Business**

13. City Hall Renovation Update

City Manager M. Puckett spoke on the Third-floor renovations.

### **New Business**

14. Dispatch System

City Manager M. Puckett spoke on the issues that they are have developed over the last couple months. Deputy Chief Hayes and Chief Kelly spoke on the different issues they

have had. Said they received 50-55 calls per day. Concerns of the Officers safety if the equipment isn't working properly. If they ordered today they properly won't receive for at least 6 months.

**BE IT RESOLVED** by Councilor M. Chasse, seconded by Councilor C. Green to authorize the use of \$133,605.23 from Landfill Closure Reserve and \$4,678.08 of Dispatch Console Reserve to purchase the dispatch console and radios.

**Vote: 7-0**

#### 15. Spirit of America Award

The city can nominate a person/entity to honor for outstanding community service. The Council had a discussion only. The Council suggested a few entity's Presque Isle Chamber of Commerce, Ignite Presque Isle, Mary and Rodney Smith Foundation. The Council is going to decide by Friday afternoon by email.

### **Manager's Report**

City Manager M. Puckett spoke on the Memorandum from Bradley Turner, Finance Director. That we needed a formal motion to accept the 23.75 mils rate.

**BE IT RESOLVED** by Councilor M. Chasse, seconded by Deputy Chairman J. Shaw to accept the Memorandum as presented with the 23.75 mils rate for the 2022.

**Vote:7-0**

### **Announcements**

Northern Maine Fair begins August 4<sup>th</sup> starting at 4:00PM, Crown of Maine Balloon Festival dates are August 25 to the 28<sup>th</sup>. We have the following vacancies for Boards/Committees: Zoning Board and an alternate on Planning Board. Please see the City Clerk for an application or apply online. Nomination papers for 2 City Councilor Seats and 6 School Board Seats are open for reelection if you want to run for any of the seats please come get Nomination forms at the City Clerk office. They will need to be turned in by Sept 2, 2022 by 5:00 P.M. The next regularly scheduled meeting of the Presque Isle City Council will be on Wednesday, September 7, 2022. Location to be determined.

### **Adjournment**

**BE IT RESOLVED** by Chairman K. Freeman seconded by Councilor J. Willette to enter into Executive Session at 7:24PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

**Vote: 7-0**

Out of executive session at 8:59 PM.

**BE IT RESOLVED** by Deputy Chairman J. Shaw, seconded by Councilor C. Green to increase the Sergeants and Police Union pay scale by \$6.

**Vote: 7-0**

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

**Vote 7-0**

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





## Presque Isle City Council Meeting

August 29, 2022

6:00 PM

Sargant Family Community Center

### Call to Order – Roll Call

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

Absent was Councilors G. Nelson

City Manager Martin Puckett and PIIC Director Tom Powers were also present.

**BE IT RESOLVED** by Chairman K. Freeman seconded by Councilor C. Green to enter into Executive Session at 6:01PM pursuant to 1 M.R.S.A. § 405(6)(D) to discuss Negotiations.

**Vote: 6-0**

Out of executive session at 6:35 PM

**BE IT RESOLVED** by Councilor Shaw seconded by Councilor C. Green to place the funds from the sale of land to FW Webb into the Industrial Council Building Fund and approve construction of a spec building.

**Vote: 6-0**

**BE IT RESOLVED** by Chairman K. Freeman seconded by Councilor J. Willette to enter into Executive Session at 6:40PM pursuant to 1 M.R.S.A. § 405(6)(D) to Negotiations.

**Vote: 6-0**

Out of executive session at 9:10 PM

**BE IT RESOLVED** by Chairman K. Freeman, seconded by Councilor C. Green to adjourn at 9:10 PM.

**Vote: 6-0**

Attested by: \_\_\_\_\_

Kimberly A Finnemore, City Clerk

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 9, 2022

## AGENDA ITEM #9

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### SUBJECT

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**CONSENT AGENDA:** 2022 Warrants #26, #27, #28, #29, #30, #31 and #32 totaling \$2,670,189.53

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### INFORMATION

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1) Warrant #26	\$	726,360.18
2) Warrant #27	\$	109,766.90
3) Warrant #28	\$	195,461.73
4) Warrant #29	\$	640,168.57
5) Warrant #30	\$	759,926.15
6) Warrant #31	\$	126,100.02
7) Warrant #32	\$	112,405.98

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### REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_ seconded by Councilor \_\_\_\_\_ to approve 2022 Warrants #26, #27, #28, #29, #30, #31 and #32 totaling \$ 2,670,189.53

# PRESQUE ISLE CITY COUNCIL MEETING

**For:**

September 7, 2022

**AGENDA ITEM # 10**

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## SUBJECT

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**OLD BUSINESS:** Spirit of America Award

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## INFORMATION

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1) Program Background

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## REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_ seconded by Councilor \_\_\_\_\_ to honor the Rodney and Mary Barton Smith Family Foundation.

## **Background:**

Spirit of America Foundation is a 501(c)(3) public charity established in Augusta, ME to encourage volunteerism & it allows the Spirit of America Foundation Tribute to be presented in the name of any Maine municipality. There is no fee involved, and local officials chose their community's 2021 Spirit of America winner in 150+ towns!

The first Spirit of America Foundation award was presented to Alma Jones by Augusta Mayor William Burney on Nov. 26, 1991. Maine Governors John Baldacci and Angus King and Maine Municipal Association Director Chris Lockwood are among many who have played key roles at one of the 500+ Spirit of America ceremonies over the years. Much more info is on website <https://spirame.org> (where you can click 'Resources' and 'Municipal Resolution' to see sample resolutions, click 'Awards' and 'Honored Ever' for towns' previous winners list, etc.).

A municipality may achieve Spirit of America's Gold Distinction by presenting the Spirit of America Foundation Tribute at the annual town meeting or inauguration, during an annual community festival, or during National Volunteer Month (April). Qualifying towns are listed in 'Gold Distinction' at website <https://spirame.org> (and you may find links to this site in Maine Municipal Association's Dec. 2022 'MMA This Month' e-mail newsletter & on its <https://www.memun.org> website under 'Recent Announcements').

2021 Gold Distinction towns included: Albion, Arrowsic, Baldwin, Bath, Belgrade, Bethel, Brownfield, Burnham, Cambridge, Canaan, Cape Elizabeth, Caribou, Carmel, Castle Hill, Chapman, Chelsea, Columbia Falls, Corinna, Cornish, Damariscotta, Dixfield, Dresden, Embden, Etna, Fairfield, Freedom, Fryeburg, Gray, Greene, Greenwood, Guilford, Hampden, Harmony, Hartford, Holden, Hollis, Kennebunkport, LaGrange, Lamoine, Leeds, Lewiston, Lincoln, Lisbon, Madison, Mapleton, Mexico, Monmouth, Moose River, Morrill, Mount Vernon, Naples, Newcastle, Newfield, Norridgewock, North Yarmouth, Old Orchard Beach, Owls Head, Phippsburg, Pittston, Portage, Rangeley, Readfield, Ripley, Roxbury, Searsport, Sebago, Skowhegan, Solon, South Berwick, St. Albans, Stockton Springs, Vassalboro, Wales, Washburn, Washington, Weston, Whitefield, Windsor, Winterport, Wiscasset, Woodstock.

These past Spirit of America winners might trigger ideas for your selection:

Connor Barry, a youth, raised \$275 from Hot Chocolate sales and bought needy kids Xmas gifts.

Judy Cyr has made a lot of free COVID-19 protective face coverings for residents & businesses.

FHC, Inc. (a business) runs several community projects, including fundraisers for fire dept. & school.

The Herring Family has volunteered and held many municipal positions over a 200-year period.

Vernon Stevens is police officer saving lives of two youths as their home was engulfed in flames.

Eugene Turner has overcome handicaps, goes out of his way to aid those needing help/guidance.

WHOU is a radio station conducting a Nov. donation drive & doing other things to help folks.

## **Beginning**

When Maine Governor John McKernan stated, "... I will create within the Executive Department a program to promote volunteerism in Maine ...." during his January 8, 1987 inauguration speech, Bruce



Flaherty immediately thought about the possibility of a new 'Governor's Award for Volunteerism'! Since he has known John McKernan ever since the two were introduced as freshmen classmates at Dartmouth College, Flaherty wrote to Maine's new chief executive suggesting the establishment of a town volunteer recognition program culminating with the presentation of the new award at a state-wide event. Governor McKernan wrote back to Bruce on January 22, 1987, "Your thoughts about fostering greater volunteerism were great! As you know, I am very interested in this area and I have asked my staff to review your ideas and incorporate them into our program."

Although two separate suits brought against Governor John Sununu and the State of New Hampshire in conjunction with that state's volunteer recognition program discouraged the McKernan administration from adopting the ideas, Bruce continued to consider the possibility of a 'universal' volunteer recognition award. Over time it became apparent that a foundation should be established to oversee the presentation of the tribute. The name for that organization 'fell out of the air' when Bruce happened to be reading an article in the Monday, July 2, 1990 issue of the Boston Globe that began, "More than a decade after President Jimmy Carter warned of a crisis in the spirit of America ....". The phrase 'spirit of America' had a special 'ring' to it! 'Spirit of America Foundation' – a great name!

After an Augusta Kiwanis meeting in Oct., 1990, Bruce met with Fred Hayward, Roger Pomerleau, and Don Taverner to sow the seeds for Spirit of America Foundation. Realizing that three volunteers of the caliber of Roger, Don, and Fred were interested in the proposed foundation's principles, Bruce sensed something 'big' was evolving! Working as a team, the four developed tentative criteria for a 'Spirit of America' award and strengthened the organization in the months ahead.

The first Spirit of America Foundation tribute was presented to Alma Jones by Augusta Mayor William Burney on November 26, 1991! On June 7, 1992 Theresa Weber became the first youth to receive a Spirit of America tribute and 'Merry Christmas' (performed by China's Boynton Webber Post 179 and Auxiliary) became the first project to be recognized with that honor!

Recommended Motion: To honor The Rodney and Mary Barton Smith Family Foundation for continued investment in organizations that provide services that strengthen economic development, create pathways to educational excellence, promote health and wellness, and supporting socially and environmentally responsible endeavors.

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 7, 2022

**AGENDA ITEM # 11**

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## **SUBJECT**

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**NEW BUSINESS:** 2023 Budget Calendar

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## **INFORMATION**

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1) 2023 Budget Calendar

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## **REQUESTED ACTION**

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**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>	September 1, 2022
<b>RE:</b>	<b>2023 Budget Calendar</b>

Date	Time	Day	Item	Location	Department (Acct #)
9/28	6:00p m	WED	Council Meeting	SFCC	Budget Overview <b>1<sup>st</sup> public hearing</b>
10/11	5:15 - 7:15p m	TUE	Budget Workshop	SFCC	15 mins Lewis – Assessing (1) 15 mins Galen – Economic & Community Dev. (2) 15 mins Brad - Finance (3) 30 mins Darrell - FD(4) 15 mins Martin - Gen. Gov. (6) 30 mins Sonja - Library(7)
10/12	5:15 - 7:15p m	WED	Budget Workshop	SFCC	30 mins Laurie - PD(8) 15 mins Dana - PW(9) 30 mins Gene – Rec & Parks (10) 15 mins Dana - SW(12) 30 mins Tom – Industrial Council (13)
10/13	5:15 - 7:15p m	THU	Budget Workshop	SFCC	15 mins Laurie PS Building(15) 15 mins Dana - Utilities(17) 30 mins various - Debt(18) 15 mins Galen - Echo Lake(19) 15 mins Martin/Eric - IT(23) 15 mins Kim - City Clerk(25) 15 mins Kim - Gen Assistance (26)
11/2	6:00p m	WED	Council Meeting	SFCC	<b>2<sup>nd</sup> public hearing</b> Unclassified (20) Outside Requests (21)
11/3	5:15p m	THU	Budget Workshop	SFCC	30 mins Scott - Airport (33) 5 mins Martin - Resource mgnt(11), 15 mins Martin - Employee Benefits (14) 15 min Insurance(16)
11/16	5:15p m	WED	Budget Workshop	SFCC	Budget Review Tentative dates to receive insurance rates
12/7	6:00p m	WED	Council meeting	SFCC	

<b>12/8</b>	5:15p m	THU	Tentative budget workshop	SFCC	TBD
<b>12/9</b>	5:15p m	FRI	Tentative budget workshop	SFCC	TBD
<b>12/12</b>	5:15p m	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 7, 2022

**AGENDA ITEM # 12**

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## SUBJECT

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

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## INFORMATION

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1) Memorandum

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## REQUESTED ACTION

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**BE IT RESOLVED** by Councilor \_\_\_\_\_, seconded by Councilor \_\_\_\_\_ to schedule a public hearing for dangerous buildings on November 2, 2022.



## *City of Presque Isle, Maine*

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; Galen Weibley, Director of Economic & Community Development Tim St. Peter, Code Enforcement Officer Kim Finnemore, City Clerk Patty Jandreau, Executive Assistant
<b>DATE:</b>	August 15, 2022
<b>RE:</b>	<b>Recommendations on Dangerous Buildings</b>

The following structure(s) have had code violations against them and are safety hazards. Code Enforcement's Recommendation is to have them declared dangerous building(s).

1. 11 Dobson Street
2. 13 Judd Street
3. 9 Water Street
4. 14 Water Street

RECOMMENDED: Motion made by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
to schedule an "Order to Abate" Hearing for the November 2, 2022, City Council Meeting.

# **PRESQUE ISLE CITY COUNCIL MEETING**

**For:**

September 7, 2022

**AGENDA ITEM # 13**

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**SUBJECT**

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**NEW BUSINESS:** Five Year Fee Schedule

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**INFORMATION**

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1) Memo from Brad Turner, dated August 19, 2022

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**REQUESTED ACTION**

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**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>August 19, 2022</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>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>SERVICE</b>					
<b>Landing Fees</b> (per 1,000 lb. MLW)	\$1.85	\$1.85	\$1.90	\$1.90	\$1.90
<b>Landing Fees</b> (per Landing) For Airline CRJ-550only	\$2,200.00	\$2,200.00	\$2,600.00	\$2,600.00	\$2,750.00
<b>Airport Parking Fee</b> Bangor - \$11/day Portland - \$12/day Fredericton, NB - \$12/day Can. \$9.27/day US Moncton, NB - \$16/day Can. \$12.36/day US	\$7.00	\$8.00	\$9.00	\$9.00	\$9.00
<b>Fuel Flow Fee</b> (\$/gallon)	\$0.07	\$0.07	\$0.08	\$0.08	\$0.08
<b>Taxi Fee</b>	\$500.00	\$500.00	\$525.00	\$525.00	\$525.00

# FIRE DEPARTMENT FIVE-YEAR FEE SCHEDULE

<b><u>Fire Department</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b><u>2026</u></b>
<b>SERVICE</b>					
* <b>False Alarms</b>	\$ 200.00	\$ 200.00	\$ 200.00	\$ 250.00	\$ 250.00
** <b>Structure Fires</b>	\$ 500.00	\$ 500.00	\$ 500.00	\$ 550.00	\$ 550.00
** <b>Extrication/Jaws</b>	\$ 575.00	\$ 575.00	\$ 575.00	\$ 600.00	\$ 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	\$ 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

2022

2023

2024

2025

2026

### 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** \$75.00 \$ 75.00 \$75.00 \$ 75.00 \$ 75.00

### **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

**Request to Rezone Property Fee** \$200.00 \$200.00 \$200.00 \$200.00 \$200.00

**Proposed: Subdivision & Site Plan Review Fee** \$200.00 \$200.00 \$200.00 \$200.00 \$200.00

# FINANCE DEPARTMENT

## FIVE-YEAR FEE SCHEDULE

City Clerk/Tax Office Fees	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>Uncertified Vital Records:</b>	\$8.00	\$9.00	\$9.00	\$10.00	\$11.00
Any additional copies at time of request	\$4.00	\$5.00	\$5.00	\$6.00	\$7.00
<b>Notary Service</b>					
First signature:	\$10.00	\$11.00	\$11.00	\$12.00	\$13.00
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	\$25.00	\$25.00	\$25.00	\$25.00
<b>Marriages</b> (performed at City Hall during regular hours)	\$110.00	\$125.00	\$125.00	\$130.00	\$135.00
<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:	\$6.00	\$6.00	\$6.00	\$6.00	\$7.00
1/2 sheet:	\$5.00	\$5.00	\$5.00	\$7.00	\$9.00
Full sheet:	\$10.00	\$10.00	\$10.00	\$11.00	\$12.00
<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	\$1.50
Additional Pages	\$0.25	\$0.25	\$0.25	\$0.25	\$0.50
CD/Disc	\$22.00	\$22.00	\$22.00	\$22.00	\$25.00
*** (Set by the State)					
<b>Fax Fee</b>					
1st Page	\$9.00	\$9.00	\$10.00	\$11.00	\$12.00
<i>Add'l Pages</i>	<i>\$6.00</i>	<i>\$6.00</i>	<i>\$7.00</i>	<i>\$8.00</i>	<i>\$9.00</i>
<b>Research:</b>					
Lien Releases/Deeds/Title Related Documents					
Per page	\$12.00	\$15.00	\$15.00	\$15.00	\$16.00
Vital Records					
1st 15 minutes free					
Per record (half hour increments)	\$7.00	\$7.00	\$8.00	\$9.00	\$10.00
Genealogy Research					
1st half hour free					
Additional time in half hour increments	\$25.00	\$25.00	\$30.00	\$35.00	\$40.00
Trio Tax Service Extract	\$60.00	\$60.00	\$65.00	\$70.00	\$75.00
<b>Annual Licenses:</b>					
Marijuana License	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
<b>Verification Fee to Veterinary Office</b>					
Per Dog	\$7.00	\$8.00	\$8.00	\$10.00	\$12.00
<b>Public Hearing Fee</b>	\$110.00	\$115.00	\$120.00	\$125.00	\$130.00



# TURNER MEMORIAL LIBRARY

## FIVE-YEAR FEE SCHEDULE

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</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>\$40.00</b>	<b>\$50.00</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>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>SERVICE</b>					
<b>Accident Reports</b>					
Buycrash.com	\$20.00	\$5.00	\$5.00	\$5.00	\$5.00
Requests made through PIPD					
***Single Page***	\$13.00	\$5.00	\$5.00	\$5.00	\$5.00
***Per page thereafter***	\$4.00	\$0.00	\$0.00	\$0.00	\$0.00
(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	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Per page thereafter	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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***					

DC Hayes attended a FOIA training which stated we really can't charge the fees we have been charging in the past. We updated the charging rates around May to a flat rate of \$5.00 and then with the digital copy, we will charges what it takes to make the copy, first 2 hours is free and then a fee of no more of \$25.00 per hour will be charged and the amount for the device used to make the recording if the device was not provided.

# Presque Isle Recreation Parks

## FIVE-YEAR FEE SCHEDULE

		<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>Programs</b>	Resident	\$30	\$30	\$35	\$35	\$35
<b>Sargent Family Community Center</b>						
<b>Facility</b>	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	\$1,350	\$1,450	\$1,500	\$1,500
<b>Staffing/Labor</b>						
Laborers		\$42	\$45	\$45	\$50	\$50
Attendants		\$23	\$25	\$25	\$27	\$27
<b>Equipment</b>						
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	2.50 per foot	2.50 per foot	2.50 per foot	2.50 per foot
Floor Cover						
50' x 70' per day		\$350	\$350	\$400	\$400	\$400
90' x 130' per day		\$550	\$550	\$600	\$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
<b>Mantle Lake Park Kitchen Pavilion</b>						
1st three hours		\$100	\$100	\$100	\$100	\$125
each additional hour		\$25	\$25	\$30	\$30	\$30
<b>The Forum</b>						
<b>Facility</b>						
Facility Rental per day		\$1,500	\$1,500	\$1,500	\$1,500	\$1,750
Facility Fee		12%	12%	12%	12%	12%
Advertising						
3' x 4' Annual		\$300	\$300	\$300	\$300	\$300
4' x 8' Annual		\$500	\$500	\$500	\$500	\$500
Hockey Boards		\$800	\$900	\$900	\$1,000	\$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	\$500

# Presque Isle Recreation Parks

## FIVE-YEAR FEE SCHEDULE

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>The Forum</b>					
<b>Staffing/Labor</b>					
Maintenance per hour	\$45	\$45	\$50	\$50	\$55
Janitorial per hour	\$32	\$35	\$37	\$37	\$40
Ticket Sellers/Takers per hour	\$22	\$22	\$25	\$25	\$27
Parking Lot Attendants per hour	\$22	\$22	\$25	\$25	\$27
Ushers/Usherettes per hour	\$22	\$22	\$25	\$25	\$27
House Security per hour	\$40	\$40	\$45	\$45	\$50
Spot Light Operators per hour	\$40	\$40	\$45	\$45	\$45
Stage Hands per hour	\$40	\$40	\$45	\$45	\$45
Electrician per hour weekdays	\$85	\$85	\$90	\$90	\$100
Electrician per hour weekends	\$100	\$100	\$110	\$110	\$150
<b>Equipment</b>					
Chairs (folding) each per day	\$1.50	\$1.50	\$1.50	\$1.75	\$1.75
Tables (5' or 8') each per day	\$10	\$10	\$10	\$12	\$12
Round Tables 72"	\$12	\$12	\$12	\$15	\$15
Pipe & Drape Partitions	\$2.00	\$2.50	\$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	\$325	\$325	\$350	\$350	\$350
Stage (Large) per day	\$650	\$650	\$700	\$700	\$700
Sound Wings per day	\$175	\$175	\$200	\$200	\$200
Canopy per day	\$150	\$175	\$175	\$175	\$175
Spot Platforms per day					
5x8x5	\$55	\$65	\$65	\$70	\$70
8x8x5	\$60	\$70	\$70	\$75	\$75
5x8x10	\$90	\$100	\$100	\$110	\$110
8x8x10	\$100	\$110	\$110	\$120	\$120
8x8x15	\$150	\$160	\$160	\$170	\$170
Forklift w/operator per hour	\$150	\$155	\$160	\$165	\$165
Scissor Lift w/operator per hour	\$150	\$155	\$160	\$165	\$170
Trailer Hookup per unit per day	\$24	\$30	\$30	\$35	\$35
<b>Ice Season</b>					
Ice Rates per hour					
Hours 1-100	\$185	\$200	\$225	\$235	\$235
Hours 101-200	\$165	\$180	\$205	\$215	\$215
Hours >200	\$145	\$160	\$185	\$195	\$195
Off peak (8am-3pm M-F)	\$145	\$160	\$185	\$195	\$195
Public Skating					
Adult	\$5	\$5	\$5	\$7	\$7
Child	\$5	\$5	\$5	\$7	\$7
Senior	\$5	\$5	\$5	\$7	\$7
Ice Skates					
Rental	\$2	\$3	\$3	\$3	\$3
Sharpening	\$7	\$8	\$8	\$8	\$8



# Presque Isle Recreation Parks

## FIVE-YEAR FEE SCHEDULE

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
<b>Riverside Gazebo</b>					
Per Day (In Season)	\$50	\$75	\$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 ANNOUNCEMENTS**

**Wednesday, September 7, 2022**

- Central Aroostook Chamber of Commerce will be selling Apple Crisp on September 22 at the North Street Plaza beginning at 9:00 am. The cost will be \$5.00.
- We have the following vacancies for Boards/Committees; Zoning Board and an alternate on Planning Board. Please see the City Clerk for an application or apply online.
- The next regularly scheduled meeting of the Presque Isle City Council will be on Wednesday, September 28, 2022 at the Sargent Family Community Center.