



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	05/18/2022	Department	City Clerk
Agenda Item	4.b) Consideration of approving a Roving/on Wheels/Lunch Wagon permit for Backyard Dogs and Catering		
Est. Cost			

Background Information

Aaron Koss is applying for this permit to sell food on Gardiner Common from 11am - 2pm or 11am - 3pm and at special events around the city. Th business is located at 2 Hillcrest Street in Gardiner.

City Councilors may approve this permit as is or they may place conditions on the approval. Council may wish to discuss garbage removal and put restrictions on the days and times that the vendor may sell his products on public property.

Requested Action	" I move to approve a Roving/on Wheels/Lunch Wagon permit to Aaron Koss, owner of Backyard Dogs and Catering, with the following restrictions (if any)."
City Manager and/or Finance Review	
Council Vote/ Action Taken	
Departmental Follow-Up	

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

Date Received: 4/28/2022

Received by: Bri

Name of Business/Event/
Board/Committee:

Backyard Dogs & Catering

Date of Event:

Food Truck - Common 11-2/3

	Minor Special Event	Major Special Event	Liquor Victualer License	DBA License	Junk Yard Permit	Other License	Boards & Committees
Paid						Food Truck	
Email DH & CM						4/28/22	
Approved by:						5/3/22	
CM						5/4/22	
PD						5.3.22	
FD						5.3.22	
PW&BG						5.4.22	
CEO						5.4.22	
ED						5.4.22	
Add to Agenda							
Legal Ad to KJ							
Add to Events Calendar							
Add to DBA List							
Issue License/Permit							
Notify Applicant of Council Meeting							
Notify Applicant of Approval or Denial							
Create Oath Sheet							
Swear in							
Contact Info to Board/Committee							
Update TRIO							
Update Website							

Notes:



**APPLICATION FOR A
LICENSE/BUSINESS/EVENT**

Date Received in Office 4-28-22
 Received by: BB
 Office Amount Received \$ _____
 Approved _____ Denied _____

Business Name	Backyard Dogs & Catering
Business Location	2 Hillcrest St Gardiner ME 04345
Business Mailing Address	As Above
Owner Name	Aaron Koss
Mailing Address (if different)	
Phone Number	207-740-4748
Business Number	As above
Type of Business	Hot Dog Cart
Description of Business (attach paper if necessary)	Sells hot dogs, drinks, chips, from a cart Common - Hours 11-2 or 1-3

Type of License Being Applied for: (check all that apply)

<input type="checkbox"/>	Doing Business As (One-time Registration)	\$10	
<input type="checkbox"/>	Special Event - Exhibitions & Shows (Minor)	\$50	
<input checked="" type="checkbox"/>	Special Event - Exhibitions & Shows (Major)	\$100	
<input type="checkbox"/>	Street Sellers (Annual)	\$50	
<input type="checkbox"/>	Street Sellers (Per Event)	\$20	
<input type="checkbox"/>	Street Sellers (Farmer's Market) (Annual)	\$10	
<input checked="" type="checkbox"/>	Junkyards (<100 ft highway) (Annual)	\$200	
<input checked="" type="checkbox"/>	Junkyards (>100 ft highway) (Annual)	\$50	
<input checked="" type="checkbox"/>	Automobile Recycling Business (5-year)	\$250	
<input type="checkbox"/>	Other	\$	
<input checked="" type="checkbox"/>	Victualers License to Sell Food (Annual)	\$50	
<input checked="" type="checkbox"/>	Victualers License - One Day (Festival)	\$25	
<input checked="" type="checkbox"/>	Victualers Non-profit License to sell food (Annual)	\$10	
<input checked="" type="checkbox"/>	Roving/On Wheels/Lunch Wagon (Annual)	\$100	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	Roving/On Wheels/Lunch Wagon (Non-profit)	\$10	
<input checked="" type="checkbox"/>	Roving/On Wheels/Lunch Wagon (3-Day)	\$25	
<input checked="" type="checkbox"/>	Taxicabs/Vehicles for Hire	\$50	
<input type="checkbox"/>	Sales (Special, OOB, etc) (Per Event/Sale)	\$25	
<input type="checkbox"/>	Beano/Bingo/Games of Chance/Pinball Machines (Annual)	\$10	
<input type="checkbox"/>	Shooting Galleries/Pool Hall/Bowling Alley (Annual)	\$50	
<input checked="" type="checkbox"/>	Pawn (Annual)	\$50	
<input checked="" type="checkbox"/>	Tavern Keeper (Annual)	\$25	
<input checked="" type="checkbox"/>	Liquor/Bottle Club (1-50 seats) (Annual)	\$75	
<input checked="" type="checkbox"/>	Liquor/Bottle Club (51-100 seats) (Annual)	\$100	
<input checked="" type="checkbox"/>	Liquor/Bottle Club (101+ seats) (Annual)	\$150	
<input checked="" type="checkbox"/>	Catering Off-Premises (liquor is served) (per event)	\$10	
<input checked="" type="checkbox"/>	Entertainment/Special Amusement License (Annual)	\$75	
<input checked="" type="checkbox"/>	Outside Consumption Permit (Annual)	\$25	

Please send application and payment (payable to City of Gardiner) to:
 City Clerk's Office, 6 Church Street, Gardiner, ME 04345



ServSafe® CERTIFICATION

AARON KOSS

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)—Conference for Food Protection (CFP).

5/11/2018
CERTIFICATION NUMBER

5/11/2018
DATE OF EXPIRATION
Local laws apply. Check with your local health department for recertification requirements.

5383
EXAM FORM NUMBER

5/11/2023
DATE OF EXPIRATION



#0655

Sherm
Association Solutions



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Contact us with questions at 233 S. Wacker Drive, Suite 3600, Chicago, IL 60606-6383 or ServSafe@restaurant.org.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/28/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Veracity Insurance Solutions, LLC. 260 South 2500 West, Suite 303 Pleasant Grove UT 84062		CONTACT NAME: FLIP Program Support PHONE (A/C, No, Ext): (844)-520-6992 FAX (A/C, No): EMAIL ADDRESS: info@flipprogram.com	
INSURED Aaron Koss, DBA Backyard Dogs and Catering 2 Hillcrest Street Gardiner ME 04345		INSURER(S) AFFORDING COVERAGE INSURER A: Great American Alliance Insurance Co. NAIC # 26832 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR VVVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>	PL3403151-F117726	05/22/2021	05/22/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADY INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000 ANIMAL BALEE \$
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/ MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below					WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate holder had been added as additional insured regarding the above mentioned policy per attached Additional Insured - Designated Person or Organization (CG 20 26 Ed. 04 13)

CERTIFICATE HOLDER City of Gardiner 6 Church Street Gardiner, ME 04345	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Schedule

Name of Additional Insured Person(s) or Organization(s):

City of Gardiner

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **SECTION II - WHO IS AN INSURED** is amended to include as an Additional Insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. in the performance of your ongoing operations; or
- 2. in connection with your premises owned by or rented to you.

However:

- 1. the insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the Additional Insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these Additional Insureds, the following is added to **SECTION III – LIMITS OF INSURANCE:**

If coverage provided to the Additional Insured is required by a contract or agreement, the most we will pay on behalf of the Additional Insured is the amount of insurance:

- 1. required by the contract or agreement; or
- 2. available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 26772

EATING PLACE - MOBILE

BACKYARD DOGS AND CATERING

2 HILLCREST ST

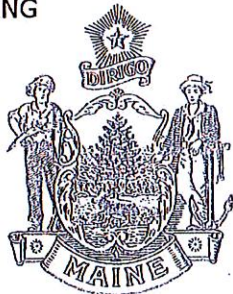
GARDINER ME 04345

COSS, AARON

BACKYARD DOGS AND CATERING

2 HILLCREST ST

GARDINER ME 04345



EXPIRES: 03/09/2023

FEE: \$270.00

Jeanne M. Lombard

Commissioner

NON-TRANSFERABLE

Alisha Ballard

From: Aaron Koss <backyarddogscatering@gmail.com>
Sent: Thursday, April 28, 2022 3:25 PM
To: Alisha Ballard
Subject: Re: Backyard Dogs and Catering permit renewal

My hours will be 11-2 or 3 and yes I am looking at being at the Common again this year along with some events that may appear in the city.

On Thu, Apr 28, 2022, 1:17 PM Alisha Ballard <ABallard@gardinermaine.com> wrote:

Good Afternoon Aaron,

Thank you for dropping off your application. What will be your hours of operation? Also are you looking to be up at the Common?

Thank you,

Alisha Ballard

City Clerk / Registrar of Voters

6 Church Street,

Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com

From: Aaron Koss <backyarddogscatering@gmail.com>
Sent: Thursday, April 28, 2022 11:36 AM

To: Alisha Ballard <ABallard@gardinermaine.com>

Subject: Backyard Dogs and Catering permit renewal

Alisha Ballard

From: Tracey Desjardins
Sent: Wednesday, May 4, 2022 8:01 AM
To: Alisha Ballard; Anne Davis; Kristopher McNeill; Jerry Douglass; Jim Toman; Rick Sieberg
Subject: RE: Backyard Dogs and Catering - Food Truck

No issues from EDD with Backyard Dogs and Catering as long as they work with Kris and follow the food truck ordinance.

Thank you

Tracey K. Desjardins

Director of Economic Development/Planning

6 Church Street

Gardiner, ME 04345

Office: 207-582-4200 Cell: 207-242-1907 Fax: 207-582-6895

e: tdesjardins@gardinermaine.com

w: www.gardinermaine.com

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Under Maine's Freedom of Access ("Right to Know") law, all e-mail and e-mail attachments received or prepared for use in matters concerning the City of Gardiner, business or containing information relating to city business are likely to be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law. If you have received this message in error, please notify us immediately by return email. Thank you for your cooperation

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Tuesday, May 3, 2022 4:52 PM
To: Anne Davis <ADavis@gardinermaine.com>; Tracey Desjardins <TDesjardins@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>; Jerry Douglass <JDouglass@gardinermaine.com>; Jim Toman <JToman@gardinermaine.com>; Rick Sieberg <rick.sieberg@gardinermaine.com>
Subject: Backyard Dogs and Catering - Food Truck

I have attached an application for Backyard Dogs and Catering to be at the Common again this year.
This application will go before council after your approval.

Alisha Ballard

City Clerk / Registrar of Voters

6 Church Street,

Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com

Alisha Ballard

From: Jerry Douglass
Sent: Wednesday, May 4, 2022 7:45 AM
To: Alisha Ballard; Anne Davis; Tracey Desjardins; Kristopher McNeill; Jim Toman; Rick Sieberg
Subject: RE: Backyard Dogs and Catering - Food Truck

No issues with PWD

Thanks

Jerry

Jerry Douglass, PWD
City of Gardiner
6 Church Street, 04345
207-504-2234
jdouglass@gardinermaine.com

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Tuesday, May 3, 2022 4:52 PM
To: Anne Davis <ADavis@gardinermaine.com>; Tracey Desjardins <TDesjardins@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>; Jerry Douglass <JDouglass@gardinermaine.com>; Jim Toman <JToman@gardinermaine.com>; Rick Sieberg <rick.sieberg@gardinermaine.com>
Subject: Backyard Dogs and Catering - Food Truck

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Alisha Ballard

City Clerk / Registrar of Voters
6 Church Street,
Gardiner Maine 04345
P: 207-582-4200
F: 207-528-6895
E: aballard@gardinermaine.com

Alisha Ballard

From: Kristopher McNeill
Sent: Wednesday, May 4, 2022 6:26 AM
To: Alisha Ballard
Subject: RE: Backyard Dogs and Catering - Food Truck

No issues Alisha

Kris McNeill
Code Enforcement Officer
City of Gardiner, Maine
Kmcneill@gardinermaine.com

----- Original message -----

From: Alisha Ballard <ABallard@gardinermaine.com>
Date: 5/3/22 4:51 PM (GMT-05:00)
To: Anne Davis <ADavis@gardinermaine.com>, Tracey Desjardins <TDesjardins@gardinermaine.com>, Kristopher McNeill <kmcneill@gardinermaine.com>, Jerry Douglass <JDouglass@gardinermaine.com>, Jim Toman <JToman@gardinermaine.com>, Rick Sieberg <rick.sieberg@gardinermaine.com>
Subject: Backyard Dogs and Catering - Food Truck

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Alisha Ballard

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F: 207-528-6895
E: aballard@gardinermaine.com

Alisha Ballard

From: Rick Sieberg
Sent: Tuesday, May 3, 2022 6:31 PM
To: Alisha Ballard
Subject: Re: Backyard Dogs and Catering - Food Truck

No problems for the FD.

Rick Sieberg
Fire Chief

Get Outlook for Android

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Tuesday, May 3, 2022 4:51:55 PM
To: Anne Davis <ADavis@gardinermaine.com>; Tracey Desjardins <TDesjardins@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>; Jerry Douglass <JDouglass@gardinermaine.com>; Jim Toman <JToman@gardinermaine.com>; Rick Sieberg <rick.sieberg@gardinermaine.com>
Subject: Backyard Dogs and Catering - Food Truck

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Alisha Ballard

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P: 207-582-4200
F: 207-528-6895
E: aballard@gardinermaine.com

Alisha Ballard

From: Jim Toman
Sent: Tuesday, May 3, 2022 5:59 PM
To: Alisha Ballard
Subject: Re: Backyard Dogs and Catering - Food Truck
Attachments: Backyard Dogs and Catering - Food Truck.pdf

PD is fine with issuance

Chief James M. Toman
Gardiner Police Department
207-582-5150

Sent from my iPhone

On May 3, 2022, at 4:51 PM, Alisha Ballard <ABallard@gardinermaine.com> wrote:

I have attached an application for Backyard Dogs and Catering to be at the Common again this year.
This application will go before council after your approval.

Alisha Ballard

City Clerk / Registrar of Voters

6 Church Street,
Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com