



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	07/06/2022	Department	City Clerk
Agenda Item	4.g) Consideration of approving a Victualers license to Hermon Masonic Lodge		
Est. Cost			

Background Information	Consideration of approving a Victualers License to Hermon Masonic Lodge.
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Requested Action	" I move to approve the Victualers license to Hermon Masonic Lodge."
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:

Received by: *Aishi*

Name of Business/Event/
Board/Committee:

Herman Masonic Lodge

Date of Event: _____

	Minor Special Event	Major Special Event	Liquor Victualer License	OBA License	Junk Yard Permit	Other License	Boards & Committees
<u>Paid</u>							
<u>Email DH & CM</u>			<i>6/20/22</i>				
<u>Approved by:</u>							
<u>CM</u>			<i>6/20/22</i>				
<u>PD</u>			<i>6/20/22</i>				
<u>FD</u>			<i>6/20/22</i>				
<u>PW&BG</u>			<i>6/20/22</i>				
<u>CEO</u>			<i>6/20/22</i>				
<u>ED</u>			<i>6/20/22</i>				
<u>Add to Agenda</u>							
<u>Legal Ad to KJ</u>			<i>---</i>				
<u>Add to Events Calendar</u>							
<u>Add to DBA List</u>							
<u>Issue License/Permit</u>							
<u>Notify Applicant of Council Meeting</u>							
<u>Notify Applicant of Approval or Denial</u>							
<u>Create Oath Sheet</u>							
<u>Swear in</u>							
<u>Contact Info to Board/Committee</u>							
<u>Update TRIO</u>							
<u>Update Website</u>							

Notes:

Date Received in Office	10/20/21
Received by:	Alisha
Office Amount Received	\$ _____
Approved	Denied

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

Business Name	Herman Museum League # 32
Business Location	Hallowell Waterfield Pub Waterfield, ME
Business Mailing Address	
Owner Name	member - Rusty Greenleaf
Mailing Address (if different)	PO Box 217 South Gardiner ME 04359 <i>c/o Mark Mansie</i>
Phone Number	242-6481
Business Number	
Email Address	rusty.greenleaf@oconnorwheels.com
Type of Business	
Description of Business (attach paper if necessary)	non profit
Business Hours	

Staff contacts for Licensing

<p>Gardiner City Clerk Alisha Ballard P: 207-582-4460 F: 207-582-6895 E: aballard@gardinermaine.com</p>	<p>Code Enforcement Officer Kristopher McNeil P: 207-582-6892 C: 207-620-4853 E: kmcneill@gardinermaine.com</p>
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City Hall Office Hours

Monday, Tuesday, Thursday: 8:00-4:00 Wednesday: 12:00 - 6:00 Friday: 8:00 - 12:00

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

*	See Code Enforcement Officer after talking with the City Clerk
C	This License will need to go before council. Please ask the City Clerk for next meeting date.

Type of License Being Applied for:

(check all that apply)

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

Office use only:

Received in Clerk's Office by Alisha Date 6/20/2022

Approved by:

CM Police Fire PW/B&G CEO ED

Please see attached email verification.

City Council Approval (If necessary)

City Council hereby finds that:

1. The proposed License is consistent with the goal of promoting the use of City owned property for recreational, entertainment or charitable events; and
2. That the proposed License can be conducted in the location proposed without endangering the public safety or disturbing the peace and order of the City of Gardiner; subject to the attached list of conditions:

Dated this _____ day of _____, 20_____.

Municipal Officer of the City of Gardiner

Alisha Ballard

From: Rick Sieberg
Sent: Monday, June 20, 2022 2:43 PM
To: Alisha Ballard
Subject: RE: Hermon Masonic Lodge LLC- Victualers

Alisha,

No problems for the Fire Department.

Rick Sieberg
Fire Chief | City of Gardiner
6 Church Street
Gardiner, ME 04345
C: 207-620-0217
p: 207-582-4535
e: rick.sieberg@gardinermaine.com

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Monday, June 20, 2022 12:51 PM
To: 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>; Andrew Carlton <ACarlton@gardinermaine.com>
Subject: Hermon Masonic Lodge LLC- Victualers

Good afternoon,

I have attached a victualers license for 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: Kristopher McNeill
Sent: Monday, June 20, 2022 1:04 PM
To: Alisha Ballard; Tracey Desjardins; Jerry Douglass; Jim Toman; Rick Sieberg; Andrew Carlton
Subject: RE: Hermon Masonic Lodge LLC- Victualers

No issues Alisha

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Monday, June 20, 2022 12:51 PM
To: 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>; Andrew Carlton <ACarlton@gardinermaine.com>
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Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com

Alisha Ballard

From: Tracey Desjardins
Sent: Monday, June 20, 2022 3:25 PM
To: Alisha Ballard; Kristopher McNeill; Jerry Douglass; Jim Toman; Rick Sieberg; Andrew Carlton
Subject: RE: Hermon Masonic Lodge LLC- Victualers

No issues with EDD.

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: Monday, June 20, 2022 3:19 PM
To: 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>; Andrew Carlton <ACarlton@gardinermaine.com>
Subject: RE: Hermon Masonic Lodge LLC- Victualers

I have attached an updated application. They will be selling food at events like Waterfront concerts for charity.

Alisha

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Sent: Monday, June 20, 2022 12:51 PM
To: 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>; Andrew Carlton <ACarlton@gardinermaine.com>
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Alisha Ballard

City Clerk / Registrar of Voters

Alisha Ballard

From: Jerry Douglass
Sent: Tuesday, June 21, 2022 6:52 AM
To: Alisha Ballard; Tracey Desjardins; Kristopher McNeill; Jim Toman; Rick Sieberg; Andrew Carlton
Subject: RE: Hermon Masonic Lodge LLC- Victualers

No Issues with PWD

Thanks

Jerry

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Monday, June 20, 2022 3:19 PM
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6 Church Street,

Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com

Alisha Ballard

From: Andrew Carlton
Sent: Tuesday, June 21, 2022 10:15 AM
To: Alisha Ballard; Tracey Desjardins; Kristopher McNeill; Jerry Douglass; Jim Toman; Rick Sieberg
Subject: RE: Hermon Masonic Lodge LLC- Victualers

No issues here.

Thanks,
Andy

Andrew R. Carlton

City Manager | City of Gardiner
6 Church Street
Gardiner, ME 04345
p: 207-582-4200 f: 207-582-6895
e: acarlton@gardinermaine.com
w: www.gardinermaine.com

From: Alisha Ballard <ABallard@gardinermaine.com>
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Alisha Ballard

City Clerk / Registrar of Voters
6 Church Street,
Gardiner Maine 04345

Alisha Ballard

From: Jim Toman
Sent: Monday, June 20, 2022 3:30 PM
To: Alisha Ballard; Tracey Desjardins; Kristopher McNeill; Jerry Douglass; Rick Sieberg; Andrew Carlton
Subject: RE: Hermon Masonic Lodge LLC- Victualers

Thank you for getting the additional information. GPD is fine with issuance.

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To: 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>; Andrew Carlton <ACarlton@gardinermaine.com>
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