



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	07/06/2022	Department	City Clerk
Agenda Item	4.h) Consideration of approving a Victualers license to Spoke Collaborative		
Est. Cost			

Background Information	Consideration of approving a Victualers License to Spoke Collaborative, coffee shop, located at 153 Water St.
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Requested Action	" I move to approve the Victualers license to Spoke Collaborative."
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: 5.31.22 Received by: Alisha

Name of Business/Event/
Board/Committee: Spoke Collaborative

Date of Event:

	Minor Special Event	Major Special Event	Liquor Victualer License	DBA License	Junk Yard Permit	Other License	Boards & Committees
Paid							
Email DH & CM				6/28/22			
Approved by:							
CM				6/21/22			
PD				6/20/22			
FD				6/20/22			
PW&BG				6/20/22			
CEO				KM			
ED				6/20/22			
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:



Date Received in Office <u>5.31.21</u>
Received by: <u>Alisha</u>
Office Amount Received \$ _____
Approved _____ Denied _____

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

Business Name	SPOKE COLLABORATIVE
Business Location	153 WATER STREET GARDINER ME 04345
Business Mailing Address	153 WATER STREET GARDINER ME 04345
Owner Name	BOBBIE PIRRUCCELLO / TAYLOR MERK-WYNNE
Mailing Address (if different)	71 CHURCH ST # 2 GARDINER ME 04345
Phone Number	207 509 0499
Business Number	_____
Email Address	INFO@SPOKECOLLABORATIVE.ORG
Type of Business	COFFEE SHOP
Description of Business (attach paper if necessary)	COFFEE SHOP
Business Hours	8am - 3pm

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	<input checked="" type="checkbox"/>
	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	<input checked="" type="checkbox"/>
C	Victualers License – One Day (Festival)	\$25	
C	Victualers Non-profit License to sell food (Annual)	\$10	
* 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	

Office use only:

Received in Clerk's Office by Alisha Date 5/31/22

Approved by:
CM Police Fire PW/B&G CEO ED

Please see attached email verification.

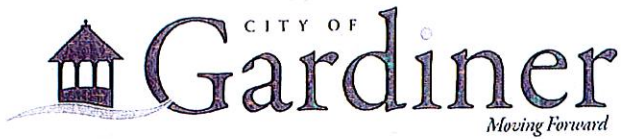
City Council Approval (If necessary)

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




**Outdoor Dining Permit
Application**

Applicant's Name: BOBBIE PIRRUCCELLO
Applicant's Address: 71 CHURCH ST # 2 GARDINER ME 04345
Applicant's Phone Number(s): 207 509 0499
Applicant's Email Address: INFO@SPOKECOLLABORATIVE.ORG
Business Name: SPOKE COLLABORATIVE
Location: 153 WATER ST GARDINER ME 04345
Description of area to be used for outdoor dining: sidewalk coffee / pastry / snacks
Hours of outdoor operation: 8-3
Number of tables and/or chairs: 6 tables 12 chairs
Other: two enclosed patios to side

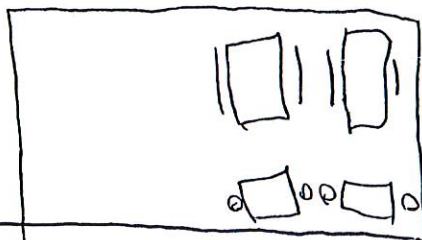
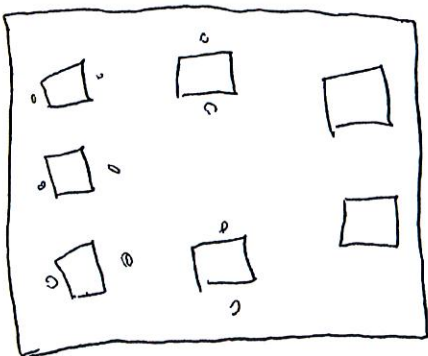
- Tables, chairs and other items must be moved daily as to not interfere with snow removal
- Outdoor dining area must be kept neat, clean and free from litter
- Applicant must follow all noise ordinances and parking restrictions
- This permit does not authorize outdoor events or entertainment
- This permit does not authorize alcohol on any public property, including but not limited to the Common, Waterfront, Streets and Sidewalks.

05/24/22
Date


Applicant's Signature

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

Building



Alisha Ballard

From: Rick Sieberg
Sent: Monday, June 20, 2022 1:19 PM
To: Alisha Ballard
Subject: RE: Spoke Collaborative - DBA and 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 12:52 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: Spoke Collaborative - DBA and Victualers

Good Afternoon,

I have attached a DBA/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: Jim Toman
Sent: Monday, June 20, 2022 1:17 PM
To: Alisha Ballard; Tracey Desjardins; Kristopher McNeill; Jerry Douglass; Rick Sieberg; Andrew Carlton
Subject: RE: Spoke Collaborative - DBA and Victualers

PD is fine with issuance

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Monday, June 20, 2022 12:52 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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F: 207-528-6895

E: aballard@gardinermaine.com

Alisha Ballard

From: Tracey Desjardins
Sent: Monday, June 20, 2022 3:27 PM
To: Alisha Ballard; Kristopher McNeill; Jerry Douglass; Jim Toman; Rick Sieberg; Andrew Carlton
Subject: RE: Spoke Collaborative - DBA and Victualers

No issues with EDD. Work with Kris on signage.

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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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 10:20 AM
To: Alisha Ballard; Tracey Desjardins; Kristopher McNeill; Jerry Douglass; Jim Toman; Rick Sieberg
Subject: RE: Spoke Collaborative - DBA and Victualers

Looks good to me!
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>
Sent: Monday, June 20, 2022 12:52 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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P: 207-582-4200
F: 207-528-6895
E: aballard@gardinermaine.com

Alisha Ballard

From: Jerry Douglass
Sent: Tuesday, June 21, 2022 6:53 AM
To: Alisha Ballard; Tracey Desjardins; Kristopher McNeill; Jim Toman; Rick Sieberg; Andrew Carlton
Subject: RE: Spoke Collaborative - DBA and Victualers

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: Monday, June 20, 2022 12:52 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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