



**GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET**



Meeting Date	07/07/2021	Department	City Clerk
Agenda Item	4.I.) Consideration of application for Mandy's Cotton Candy - Roving, On Wheels, Lunch Wagon.		
Est. Cost			

Background Information

Mandy's Cotton Candy has a business address of 98 High Holborn Street and the owner is Amanda Richards. She would like to set up her cart up at the Common and at Waterfront Park. She will work with Gardiner staff if she needs electricity.

Requested Action	" I make a motion to approve the application of Mandy's Cotton Candy for a Roving, On Wheels, Lunch Wagon permit."
City Manager and/or Finance Review	Acting City Manager approves the above action.
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: 6-17-2021

Received by: Kathy

Name of Business/Event/
Board/Committee: mandy's Cotton Candy

Date of Event: Moving on wheels / Lunch w/ year

	Minor Special Event	Major Special Event	Liquor Victualer License	DBA License	Junk Yard Permit	Other License	Boards & Committees
<u>Paid</u>						6-17-2021	
<u>Email DH & CM</u>						6-18-2021	
<u>Approved by:</u>							
<u>CM</u>						6/23/2021	
<u>PD</u>						6-18-2021	
<u>FD</u>						6-18-2021	
<u>PW&BG</u>						6-21-21	
<u>CEO</u>						6-18-21	
<u>ED</u>						6-18-21	
<u>Add to Agenda</u>						6-23-21	
<u>Legal Ad to KJ</u>							
<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:



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

Date Received in Office: 1/17/21
 Received by: [Signature]
 Office Amount Received \$ 100
 Approved _____ Denied _____

nd
C/17

Business Name	Mandy's Cotton Candy
Business Location	Caroline's Command Landing
Business Mailing Address	98 High Harbor
Owner Name	Amanda Richards
Mailing Address (if different)	
Phone Number	207-592-5199
Business Number	
Type of Business	Cotton Candy
Description of Business (attach paper if necessary)	Cotton Candy

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	
	Other	\$	
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	
C	Roving/On Wheels/Lunch Wagon (Annual)	\$100	+
C	Roving/On Wheels/Lunch Wagon (Non-profit)	\$10	
C	Roving/On Wheels/Lunch Wagon (3-Day)	\$25	
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 04345

J Amarena Richards

Need to know electrical sources of the Common and
Landing. Each site may need to be turned on by city. To set

up Cotton Candy Cart.

Thank You,

Amarena Richards



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/21/2021

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 have **ADDITIONAL INSURED** provisions or 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 Quirion Insurance Agency 179 State Street Augusta ME 04330	CONTACT NAME: Joanne Kinney PHONE (A/C No, Ext): (207) 622-6784 E-MAIL ADDRESS: JKinney@quirioninsurance.com	FAX (A/C, No): (207) 622-6032
	INSURER(S) AFFORDING COVERAGE	
INSURED Amanda Richards, DBA: Mandys Colton Candy 98 High Holborn St Gardiner ME 04345	INSURER A: MMG Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 15997

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			TBD	06/14/2021	06/14/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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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	INSURER(S) AFFORDING COVERAGE INSURER A : MMG Insurance Co	
INSURED Amanda Richards, DBA: Mandys Cotton Candy 98 High Holborn St Gardiner ME 04345	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

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Alisha Ballard

From: Kristopher McNeill
Sent: Friday, June 18, 2021 9:18 AM
To: Alisha Ballard; Anne Davis; Tracey Desjardins; Jim Toman; Jerry Douglass; Rick Sieberg
Subject: RE: Mandy's Cotton Candy - Roving- On Wheels- Lunch Wagon (Annual)

No issues Alisha

From: Alisha Ballard <ABallard@gardinermaine.com>
Sent: Friday, June 18, 2021 8:14 AM
To: Anne Davis <ADavis@gardinermaine.com>; Tracey Desjardins <TDesjardins@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>; Jim Toman <JToman@gardinermaine.com>; Jerry Douglass <JDouglass@gardinermaine.com>; Rick Sieberg <rick.sieberg@gardinermaine.com>
Subject: Mandy's Cotton Candy - Roving- On Wheels- Lunch Wagon (Annual)

Hello All,

You will find attached a license for Mandy's Cotton Candy cart. Please review.

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

Alisha Ballard

From: Tracey Desjardins
Sent: Monday, June 21, 2021 9:49 AM
To: Alisha Ballard; Anne Davis; Kristopher McNeill; Jim Toman; Jerry Douglass; Rick Sieberg
Subject: RE: Mandy's Cotton Candy - Roving- On Wheels- Lunch Wagon (Annual)

No issues as long as they have been given and understand the new vendor policy for the city.

Thank you

Tracey H. Desjardins

Economic Development Director/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: Friday, June 18, 2021 8:14 AM
To: Anne Davis <ADavis@gardinermaine.com>; Tracey Desjardins <TDesjardins@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>; Jim Toman <JToman@gardinermaine.com>; Jerry Douglass <JDouglass@gardinermaine.com>; Rick Sieberg <rick.sieberg@gardinermaine.com>
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F: 207-528-6895
E: aballard@gardinermaine.com

Alisha Ballard

From: Jim Toman
Sent: Friday, June 18, 2021 11:36 AM
To: Alisha Ballard
Subject: Re: Mandy's Cotton Candy - Roving- On Wheels- Lunch Wagon (Annual)

PD is fine with issuance

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

Sent from my iPhone

On Jun 18, 2021, at 8:14 AM, Alisha Ballard <ABallard@gardinermaine.com> wrote:

Hello All,

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Thank you,

Alisha Ballard

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6 Church Street,

Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com

<Mandy's Cotton Candy Roving-On Wheels-Lunch Wagon (Annual).pdf>

Alisha Ballard

From: Rick Sieberg
Sent: Friday, June 18, 2021 11:18 AM
To: Alisha Ballard
Subject: RE: Mandy's Cotton Candy - Roving- On Wheels- Lunch Wagon (Annual)

No problem for the FD.

Rick Sieberg
Fire Chief

Sent from my Verizon, Samsung Galaxy smartphone

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

From: Alisha Ballard <ABallard@gardinermaine.com>
Date: 6/18/21 08:14 (GMT-05:00)
To: Anne Davis <ADavis@gardinermaine.com>, Tracey Desjardins <TDesjardins@gardinermaine.com>, Kristopher McNeill <kmcneill@gardinermaine.com>, Jim Toman <JToman@gardinermaine.com>, Jerry Douglass <JDouglass@gardinermaine.com>, Rick Sieberg <rick.sieberg@gardinermaine.com>
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Gardiner Maine 04345

P: 207-582-4200

F: 207-528-6895

E: aballard@gardinermaine.com

Alisha Ballard

From: Jerry Douglass
Sent: Monday, June 21, 2021 11:46 AM
To: Alisha Ballard; Anne Davis; Tracey Desjardins; Kristopher McNeill; Jim Toman; Rick Sieberg
Subject: RE: Mandy's Cotton Candy - Roving- On Wheels- Lunch Wagon (Annual)

Alisha,

Applicant needs to know about electricity but no dates are given when she will need electricity....Perhaps she will reach out when she needs to know – other than that PWD has no issues.

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: Friday, June 18, 2021 8:14 AM
To: Anne Davis <ADavis@gardinermaine.com>; Tracey Desjardins <TDesjardins@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>; Jim Toman <JToman@gardinermaine.com>; Jerry Douglass <JDouglass@gardinermaine.com>; Rick Sieberg <rick.sieberg@gardinermaine.com>
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Alisha Ballard

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