

2a

WISCASSET SELECTBOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
FEBRUARY 16, 2021  
VIA ZOOM

Preliminary Minutes

Present: Kim Andersson, Chair Pam Dunning, Vice-chair Kathy Martin-Savage, Jeff Slack, Sarah Whitfield, and Town Manager Dennis Simmons

Chair Pam Dunning called the meeting to order at 6:02 p.m.

1. Approval of Treasurer's Warrants

a. **Kathy Martin-Savage moved to approve the payroll warrants of February 5 and February 12, 2021. Vote 5-0-0.**

b. **Kathy Martin-Savage moved to approve the accounts payable warrants of February 9 and February 16, 2021. Vote 5-0-0.**

2. Approval of Minutes

**Kathy Martin-Savage moved to approve the minutes of February 2, 2021. Vote 5-0-0.**

3. Special Presentations or Awards – none

4. Committee Appointments

**Kathy Martin-Savage moved to appoint Raymond Soule, Ervin Deck and Steve Williams to the Airport Advisory Board. Vote 5-0-0. Kathy Martin-Savage moved to appoint Lester Morse and Jacqueline Lowell to the Planning Board. Vote 5-0-0.**

a. Two Liquor Licenses, Andrew Gross, DBA Maine Tasting Center, 506 Old Bath Road (2 buildings require two separate licenses). **Kathy Martin-Savage moved to open the public hearing at 6:08 p.m. Vote 5-0-0.** It was noted that the application will also require State approval. **Kathy Martin-Savage moved to close the public hearing. Vote 5-0-0. Kathy Martin-Savage moved to approve the liquor license application. Vote 5-0-0.**

6. Public Comment – none

7. Department Head or Committee Chair

a. Department Head monthly reports: Kathy Martin-Savage noted that the reports were excellent as usual.

## 8. Unfinished Business

a. Discuss the formation of the ad hoc advisory committee to investigate discontinuing grades 9-12 and tuitioning students to school of their choice: Kim Andersson advised the board to contact the Commissioner of Education for guidance. Jeff Slack suggested forming a committee and hiring a consultant or consulting firm. Money for a consultant would have to be added to the warrant, although Sarah Whitfield questioned the need for and cost of a consultant when the Town has qualified people. Slack asked that all information be on the table in order to let the town know the board is interested. Whitfield suggested instead of investigating discontinuing grades 9-12 to focus on examining the future of the schools; what it looks like going forward. In response to Kim Andersson's question, Bill Maloney said the school committee had not been approached with the original question, as it was the taxpayers who pay the bill for the school. He added that for years, there has been talk about closing the high school and now there were three alternatives: everything is fine and nothing needs to be done, the high school should be closed, or a way should be found to increase the number of students in the high school. Dennis Simmons will prepare a warrant article for the next meeting asking whether voters are in favor of a committee to look into the Wiscasset school system as suggested by Slack.

## 9. New Business

### a. Monthly Financials

- Department year to date expense report
- H.M. Payson, Statement of Accounts: Jeff Slack noted that \$1.2 million had been taken out of the Payson account last year and \$1.7 had been added.

### b. Appoint Committee liaisons: The following appointments were made:

- Comprehensive Plan Committee – Sarah Whitfield
- Investment Advisory Committee – Jeff Slack
- Waterfront and Shellfish Committee – Kim Andersson
- Ordinance Review Committee – Sarah Whitfield
- Airport Committee – Jeff Slack
- Budget Committee – Kathy Martin-Savage
- Planning Board – Pam Dunning
- Appearance of Town Committee – Kathy Martin-Savage

### c. Quit Claim Deed-Catherine A. Sherman, Map U18, Lot 007: **Jeff Slack moved to execute the Quit Claim Deed for Catherine A. Sherman, Map U18, Lot 007. Vote 5-0-0.**

## 10. Town Manager's Report

Dennis Simmons reported that he had met with Lucia Droby about "yarnbombing" in town this summer and Droby was looking for a consensus from the board before moving forward. Photos of yarnbombing in other towns were given to the board. Comments ranged from "incompatible with historic district," "fine for somewhere else," to "funky, artsy," and "I'm for it." Simmons said he was not in agreement



with allowing the yarnbombing on trees or plants and was hesitant about creating a driver distraction on Route 1. It was suggested that Railroad Avenue would be a suitable place for the yarnbombing as an added attraction to the farmers' market which will be on Railroad Avenue this summer. The board was "good with the concept" and needs to figure out the details.

Simmons reported that the airport has a new tenant for the terminal building.

Simmons and members of the Waterfront Committee met with Gartley & Dorsky on the study to expand the recreation pier and add slips.

Simmons had also met with the Lincoln County Regional Planning Commission. He asked the commission to refer anyone requesting its services to him, as there are limited funds available under the contract and he needs to prioritize the work to be done by the commission.

#### 11. Other Board Business

a. Executive session to consult with legal counsel: At 6:54 p.m., **Jeff Slack moved to enter executive session pursuant to 1 M.R.S.A. §405 (6) (E). Vote 5-0-0. At 7:45 p.m. Jeff Slack moved to come out of executive session. Vote 5-0-0.**

#### 12. Adjournment

The meeting adjourned at 7:45 p.m.

**Town of Wiscasset  
Board/Committee Membership Application**

Full Name: Pamela D. Brackett  
Street Address: 235 Chewonki Neck Rd.  
Mailing Address: P.O. Box 261 Home Phone: 207-882-7426  
Town of Legal Residence: Wiscasset  
Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: campcontact@chewonki  
I wish to be considered for the appointment to the: Airport Advisory Board campground

Term Of Appointment January 2021

Full member: \_\_\_\_\_ Reappointment:  Alternate member: \_\_\_\_\_

Do you currently serve or have you ever served on any Town Board? Yes

If yes, please state which Board or Committee/term exp. Airport / Wisc. Area Chamber of Commerce

List civic organizations to which you belong now: Wisc. Garden Club  
Wisc. Female Charity Soc.

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: served on Airport Comm. for many yea

Signature: Pamela D. Brackett Date: 1/29/2021

Additional comments can be made on the reverse side of this form.  
Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

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For Office Use: \_\_\_\_\_

Date received: \_\_\_\_\_ Date Appointed: \_\_\_\_\_ Term: \_\_\_\_\_



### Town of Wiscasset Board/Committee Membership Application

Full Name: Anne Leslie

Street Address: 48 Dickinson Road

Mailing Address: P.O. Box 248 Home Phone: 882.5554

Town of Legal Residence: Wiscasset

Work Phone: Home Cell Phone: 350.5136 E-mail acr.leslie@gmail.com

I wish to be considered for the appointment to the: comprehensive-plan committee Term Of Appointment \_\_\_\_\_

Full member:  Reappointment: \_\_\_\_\_ Alternate member: \_\_\_\_\_

Do you currently serve or have you ever served on any Town Board? Yes

If yes, please state which Board or Committee/term exp. 2 previous comp. plan committees (1987? - 1989 and 2003-2006); conservation commission (2010-2017)

List civic organizations to which you belong now: St. Philip's Church; Morris Farm Trv.

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Veteran of earlier comprehensive plan efforts; longtime interest in how land use affects Wiscasset's economy as well as its environmental and community health.

Signature: Anne E. R. Leslie Date: 16 Feb. 2021

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

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For Office Use: \_\_\_\_\_

Date received: \_\_\_\_\_ Date Appointed: \_\_\_\_\_ Term: \_\_\_\_\_

4c

**Town of Wiscasset  
Board/Committee Membership Application**

Full Name: Anna Ridle

Street Address: 27 Hodge St. Wiscasset, ME 04578

Mailing Address: same Home Phone: —

Town of Legal Residence: Wiscasset

Work Phone: — Cell Phone: (206) 550-4892 E-mail anna.ridle@gmail.com

I wish to be considered for the appointment to the: Ordinance Review Committee

Term Of Appointment current

Full member:  Reappointment:  Alternate member:

Do you currently serve or have you ever served on any Town Board? No

If yes, please state which Board or Committee/term exp. —

List civic organizations to which you belong now: None

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Business experience, Masters in Innovation

Signature: Anna R. Ridle Date: 2/1/21

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

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For Office Use: \_\_\_\_\_

Date received: \_\_\_\_\_ Date Appointed: \_\_\_\_\_ Term: \_\_\_\_\_



4d

### Town of Wiscasset Board/Committee Membership Application

Full Name: Michael MAREY  
 Street Address: 233 FEDERAL ST # 8 WISCASSET MAINE  
 Mailing Address: SAME Home Phone: 207 880-4935  
 Town of Legal Residence: WISCASSET MAINE  
 Work Phone: \_\_\_\_\_ Cell Phone: 380-4935 E-mail: mmarey@5e9mail  
 I wish to be considered for the appointment to the: BUDGET COMMITTEE  
 \_\_\_\_\_ Term Of Appointment 2

Full member:  Reappointment: \_\_\_\_\_ Alternate member: \_\_\_\_\_

Do you currently serve or have you ever served on any Town Board? NO

If yes, please state which Board or Committee/term exp. \_\_\_\_\_

List civic organizations to which you belong now: \_\_\_\_\_

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: BUSINESS OWNER FOR 30 YEARS

Signature: [Signature] Date: 2/8/21

Additional comments can be made on the reverse side of this form.  
 Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

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For Office Use:  
 Date received: 2/8/2021 Date Appointed: \_\_\_\_\_ Term: June 8, 2021  
 Filed to Kathy







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

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant<br>(Class I, II, III, IV)   | <input type="checkbox"/> Class A Restaurant/Lounge<br>(Class XI)         | <input 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:

213 West Alna Road. Wiscasset. Maine 04578

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
Carla Chapman	3/69-1963 <del>01/26/2021</del>	Texas
Colette Mott	02/04/1968 <del>01/26/2021</del>	Ma.

Residence address on all the above for previous 5 years	
Name	Address:
Carla Chapman	213 West Ina Road. Wiscasset. Maine
Colette Mott	213 West Alna Road. Wiscasset. Maine
Name	Address:
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:

\_\_\_\_\_

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)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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: Church

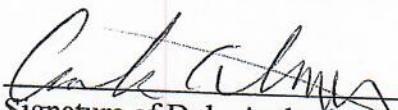
Distance: 2 miles

**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: 2-27-2021

  
Signature of Duly Authorized Person

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

Carla Chapman  
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

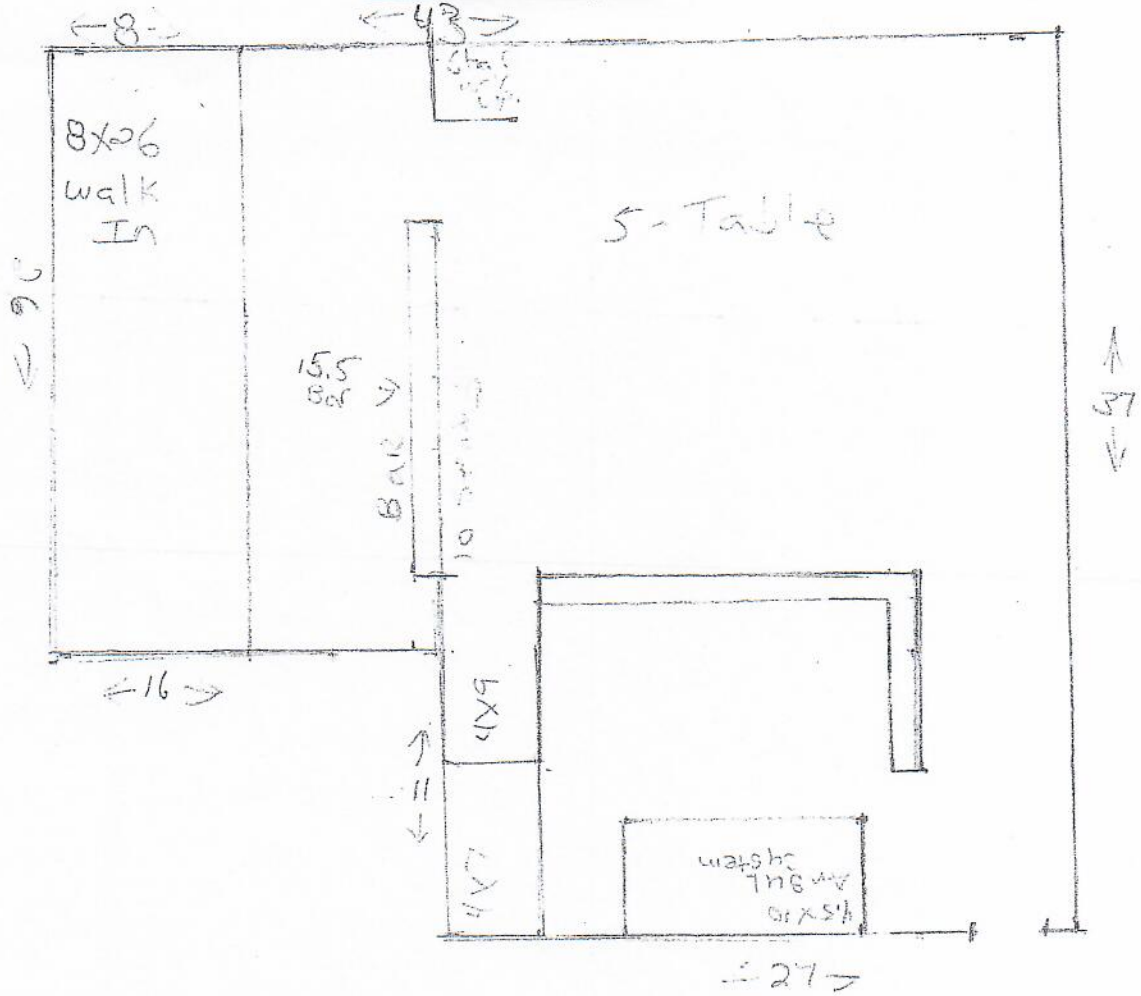
**Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

**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



PREMISE DIAGRAM

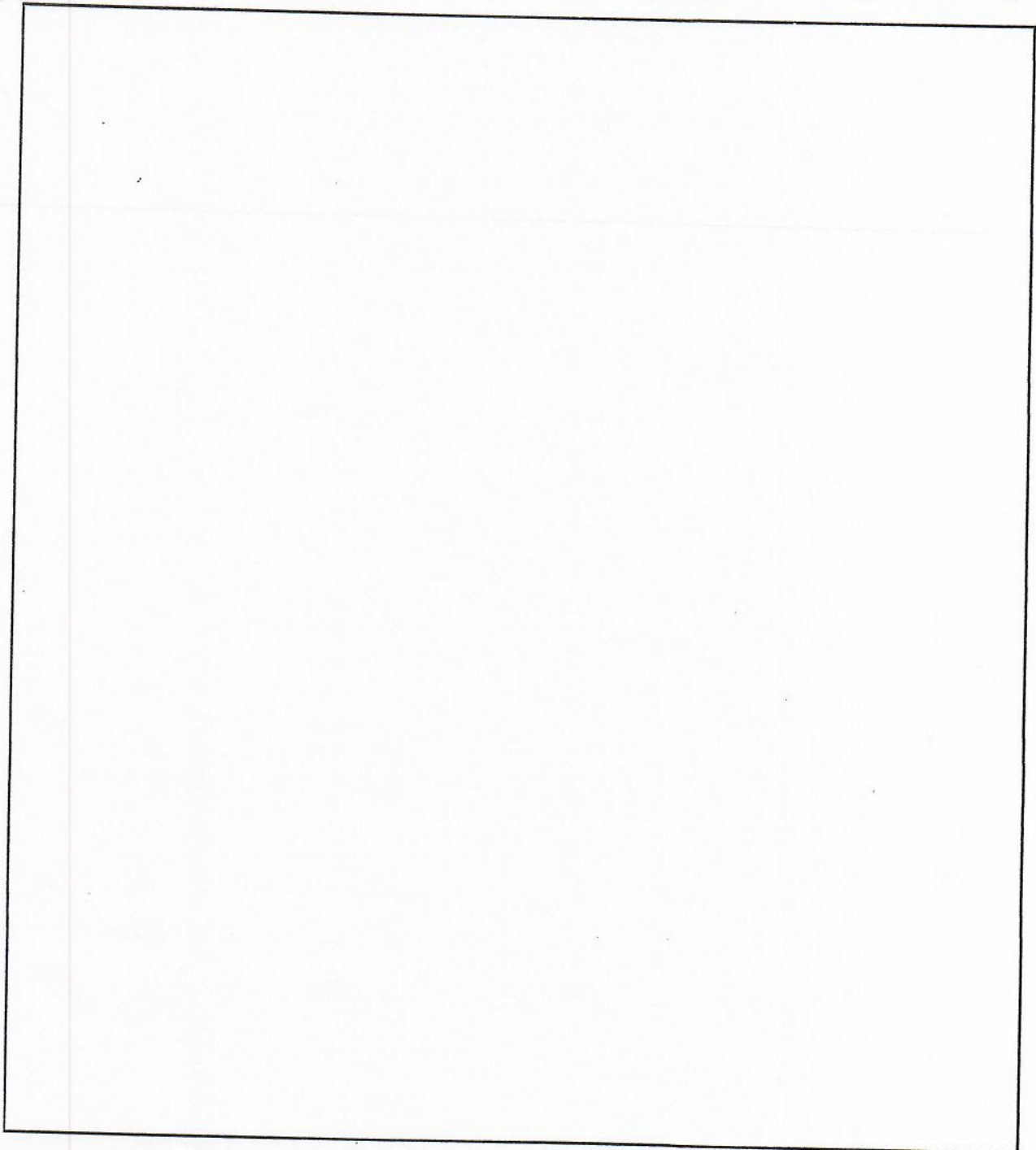


2 Tables to set 8  
 3 Tables to set 4  
 10 Seats at the bar  
39- Seats

**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.





**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: Carla Chapman
2. Doing Business As, if any: The Cubbyhole Sports Pub.
3. Date of filing with Secretary of State: 2-7-2021 State in which you are formed: Maine.
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
Carla Chapman	213 West Alna Rd.	3-19-1963	Owner	100%

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



Division of Liquor Licensing & Enforcement  
 8 State House Station, Augusta, ME 04333-0008 (Regular Mail)  
 10 Water Street, Hallowell, ME 04347 (Overnight Mail)  
 Telephone (207) 624-7220 Fax: (207) 287-3434  
 Email Inquiries: [MaineLiquor@maine.gov](mailto:MaineLiquor@maine.gov)

5a



**REQUEST FOR EXTENSION OF LICENSE ON PREMISE**

Legal Name: The Cubbyhole Sports Pub License Number: \_\_\_\_\_  
 DBA Name: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Physical Address: 213 West Alna Rd City, State, Zip Wiscasset Me 04578  
 Mailing address: 213 West Alna Rd Wiscasset Me 04578  
Street / PO Box City State Zip  
 Phone: 207 687 2079 Fax: \_\_\_\_\_ Email address: theCubbyholepub@gmail.com

Name, address, telephone number of Property Owner (if property is rented or leased, need copy of rental agreement / lease):

Carla Chapman 213 West Alna Rd Wiscasset Me 207 687 2079

Temporary  Permanent  Inside  Outside  Live Entertainment: Yes  No

Start Date: \_\_\_\_\_ End Date (if applicable): \_\_\_\_\_

Reason for this request: \_\_\_\_\_

This request for an extension of service area for on premise license location **MUST** have Town / County Commission approval and **MUST** have a diagram submitted with this form.

**Outdoor Restrictions:**

There must be a stanchion or fence completely enclosing the area. Signs must be posted, stating "no alcohol beyond this point". There must be sufficient employees at the extension of premise, which would be able to control and monitor the area.

[Signature]  
 Signature of Owner/ Corporate Officer

Carla Chapman  
 Printed Name of Owner/ Corporate Officer

**For Municipal Approval Only**

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: Wiscasset, Maine \_\_\_\_\_  
City/Town (County)

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

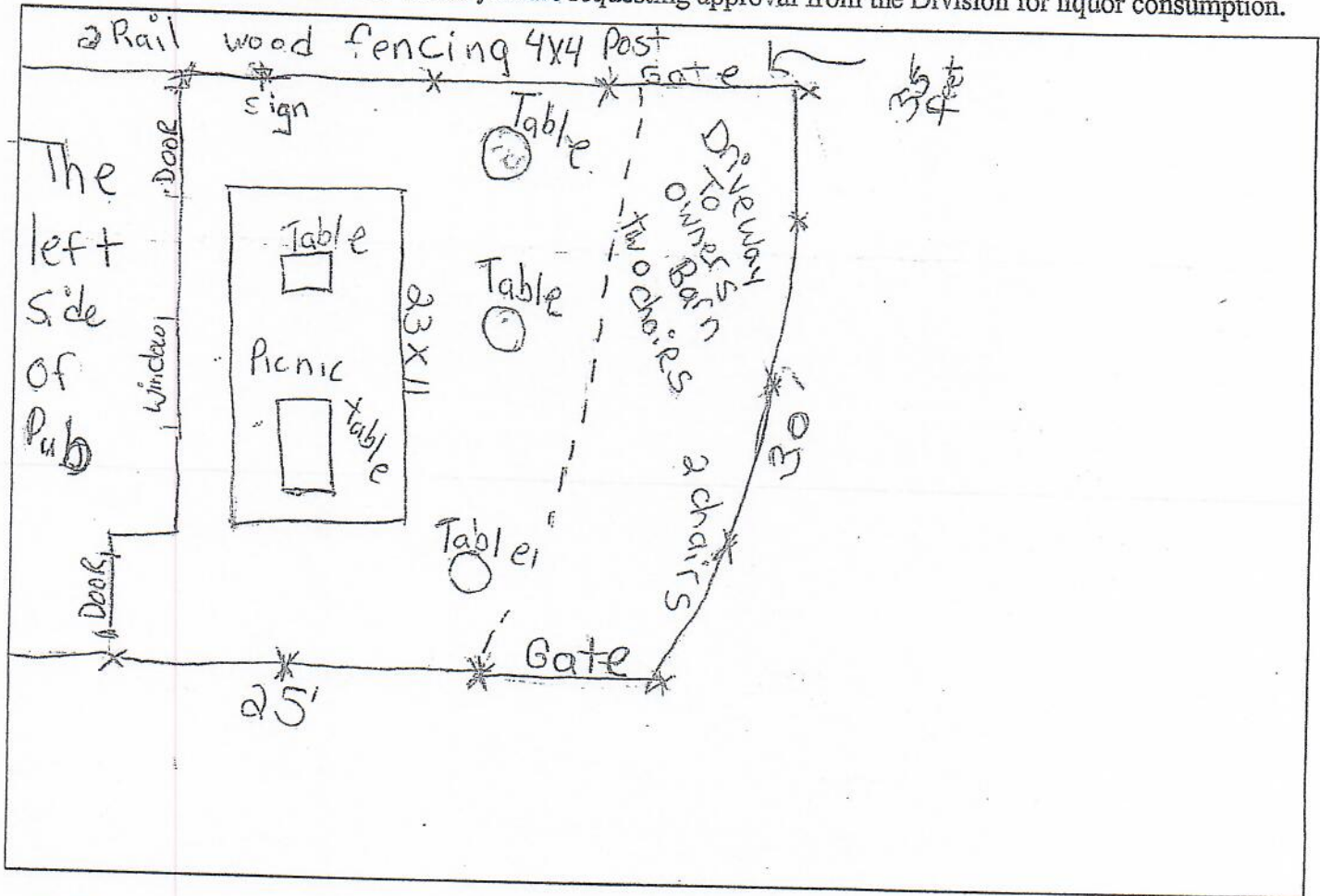
The undersigned being:  Municipal Offices  County Commissioners of the  
 City  Town  Plantation  Unincorporated Place of: \_\_\_\_\_, Maine

Signature of Officials	Printed Name	Title



# EXTENSION AREA PREMISE DIAGRAM

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including methods of monitoring and containment of certain area which you are requesting approval from the Division for liquor consumption.



### For Office Use Only:

Date Filed: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Issued By: \_\_\_\_\_

Approved       Not Approved

### Subchapter 1: GENERAL CONDITIONS

#### §1051. LICENSES GENERALLY

3. **Liquor not to be consumed elsewhere.** Except as provided in paragraphs A and B and in section 1207, no licensee for the sale of liquor to be consumed on the premises where sold may personally or by an agent or employee, sell, give, furnish or deliver any liquor to be consumed elsewhere than upon the licensed premises. The service and consumption of liquor must be limited to areas that are clearly defined and approved in the application process by the bureau as appropriate for the consumption of liquor. Outside areas must be controlled by barriers and by signs prohibiting consumption beyond the barriers.





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

TELEPHONE: (207) 624-7220

FAX: (207) 287-3434

EMAIL INQUIRIES: [maineliqor@maine.gov](mailto:maineliqor@maine.gov)

Thank you for your interested in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- Your application is signed and dated by a duly authorized person.
- The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
  - The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
  - If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- A diagram of the facility to be licensed must accompany all applications whether for a new license or the renewal of an existing license
- If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- Have you applied for other required licensing from other state and federal agencies? See attached list.

**Important** – all applications whether for a new license or to renew an existing license for an on-premises liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:
  - Bureau of Alcoholic Beverages and Lottery Operations
  - Division of Liquor Licensing and Enforcement
  - 8 State House Station
  - Augusta, ME 04333-0008
2. Courier/overnight address:
  - Bureau of Alcoholic Beverages and Lottery Operations
  - Division of Liquor Licensing and Enforcement
  - 19 Union Street, Suite 301-B
  - Augusta, ME 04330



The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau

Obtained ✓	License/Permit	State/Federal Agency to Contact	Telephone Number	Physical Location
	Seller Certificate or Sales Tax Number	Maine Revenue Services <a href="http://www.maine.gov/revenue">www.maine.gov/revenue</a>	(207) 624-9693	51 Commerce Dr, Augusta
	Health License	Health and Human Services <a href="http://www.maine.gov/dhhs">www.maine.gov/dhhs</a>	(207) 287-5671	286 Water St, 3 <sup>rd</sup> floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses <a href="http://www.maine.gov/dmr">www.maine.gov/dmr</a>	(207) 624-6550	<ul style="list-style-type: none"> <li>• 32 Blossom Lane, Augusta</li> <li>• 194 McKown Point Rd, West Boothbay Harbor</li> <li>• Lamoine State Park, Lamoine</li> <li>• 650 State St, Bangor</li> <li>• 317 Whitneyville Rd, Jonesboro</li> </ul>
	Dance or Entertainment License	Fire Marshall's Office <a href="http://www.maine.gov/dps/fmo">www.maine.gov/dps/fmo</a>	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number	<a href="http://www.irs.gov">www.irs.gov</a>	(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions <a href="http://www.maine.gov/sos/cec">www.maine.gov/sos/cec</a>	(207) 624-7752	111 Sewall St, 3 <sup>rd</sup> Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB) <a href="https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers">https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers</a>	(877) 882-3277	





5b

### APPLICATION FOR SPECIAL AMUSEMENT PERMIT

APPLICATION DATE 2-8-2021 DATE OF EVENT Yearly  
 APPLICANT(S) NAME: Carla Chapman  
 APPLICANT(S) RESIDENCE ADDRESS: 213 west Alna Road, Wiscasset maine 04579  
 BUSINESS NAME: The Cubbyhole Sports Pub.  
 BUSINESS ADDRESS: 213 West Alna Road Wiscasset  
 BUSINESS DESCRIPTION: Pub.  
 LOCATION TO BE USED: Pub.  
 DESCRIBE ENTERTAINMENT: live bands.

- HAS THE APPLICANT EVER HAD A LICENSE TO CONDUCT THE BUSINESS THEREIN DESCRIBED EITHER DENIED OR REVOKED? YES  NO  IF SO, DESCRIBE THOSE CIRCUMSTANCES ON A SEPARATE DOCUMENT.
- IS THIS SPECIAL AMUSEMENT PERMIT A RENEWAL?  YES  NO
- HAS THE APPLICANT, INCLUDING ALL PARTNERS, CORPORATE OFFICERS, MANAGERS OR PRINCIPAL EMPLOYEES EVER BEEN CONVICTED OF A FELONY? YES  NO  IF SO, DESCRIBE SPECIFICALLY THOSE CIRCUMSTANCES ON A SEPARATE DOCUMENT.

By signing below, the applicant agrees that the information on this permit is factual and true and agrees to abide by applicable local, state and federal laws, rules and standards including, but not limited to Article X, Section 1 (Special Amusement Permits) of the Wiscasset Ordinances and Title 28-A (Liquors) of the Maine State Statutes.

Signature(s): Carla Chapman Date: 2-8-2021

OFFICE USE ONLY

Date Recd. 2/02/21 Date Approved // Expiration Date // Permit fee \$10 Ad Fee  Paid \_\_\_\_\_

Food to Kathy

\$70 includes liquor license Ad



The Municipal Officials listed below hereby approve this Special Amusement Permit for \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2021, and will expire one year from the date of issuance.

COPY

\_\_\_\_\_  
Pamela J. Dunning, Chairman

\_\_\_\_\_  
Katherine G. Martin-Savage

\_\_\_\_\_  
Kimberly H. Andersson

\_\_\_\_\_  
Jefferson A. Slack

\_\_\_\_\_  
Sarah M. Whitfield

REV. 8/2016

**Kathleen Onorato**

9a

**From:** Lisa Freeman <lhf410@yahoo.com>  
**Sent:** Friday, February 19, 2021 9:56 AM  
**To:** admin@wiscasset.org  
**Subject:** plant sale info for the select board

To the Select Board of Wiscasset

The Garden Club of Wiscasset would like your permission to hold our Sat. May 8, 2021 Plant Sale outside at the Wiscasset Town Hall. Normally, we use the meeting room, but because of Covid we would like to have everything outside. At our past Plant Sales at the Town Hall, we have sold larger plants outside and have had our bake sale table outside. The sale would be from 8 to 2 and we would clean up everything as usual. And we would not put anything anywhere near the Memorial. Our potted plants would not take up that much room. We will be very respectful of your property. We usually bring the larger potted plants the afternoon before; would that be ok if we bring some plants that Friday afternoon as we did last year?

Please let me know if you have any questions.

thank you,  
Lisa Freeman, Vice Pres. and co chair of the Plant Sale  
The Garden Club of Wiscasset

207-720-0801 [lhf410@yahoo.com](mailto:lhf410@yahoo.com)





10a

# Town of Wiscasset

Office of the Town Manager

March 2, 2021

To: Wiscasset Board of Selectmen

RE: Town Manager's monthly report

I am pleased to report to you that I have received a Notice of Conditional Contract Award in the amount of \$125,000 for the improvements of the stream crossing on Old Ferry Road. We are now awaiting final approval by the State Procurement Review Committee and receipt of the final contract.

We have also been contacted by the Maine DOT about whether or not we intend for the state to take over maintenance and repairs of the structure once it is completed. To be honest, since this is a town way, I did not know this possibility existed. In order for this to happen it needs to be designed to MDOT standards. I have talked to Wright-Pierce about this and they are able to do this, but we will have to amend the original engineering contract, as there will be additional costs involved. I hope to have more information on both of these developments for your next regular meeting.

I attended a meeting of the Schooner Fest Committee. I must commend this group as they are putting a great deal of effort into this event. I have suggested that sometime in the not too distant future they should come before the Board and update you on their plans. This looks to be a great event for the town.

Due to staffing needs at the transfer station the town and the union have reached a temporary agreement allowing Ted to utilize part-time or temporary staff to cover open shifts or extra hours without first having to offer it to full-time employees as overtime. Saturdays' and the winter season are particularly troublesome as the full-time staff may have spent extra hours doing winter maintenance and are not able to put in extra hours to cover the transfer station. This agreement expires June 30<sup>th</sup>.