

**LEWISTON CITY COUNCIL AGENDA  
CITY COUNCIL CHAMBERS  
MAY 16, 2017**

- 6:00 p.m. Executive Session** pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter.
- 6:05 p.m. Executive Session** regarding consultation with the City Attorney.
- 6:35 p.m. Executive Session** regarding consultation with the City Attorney.
- 7:00 p.m. Regular Meeting**

Pledge of Allegiance to the Flag  
Moment of Silence

Lewiston Youth Advisory Council Update

Public Comment period – Any member of the public may make comments regarding issues pertaining to Lewiston City Government (maximum time limit is 15 minutes for all comments)

ALL ROLL CALL VOTES FOR THIS MEETING WILL BEGIN WITH THE COUNCILOR OF WARD 4.

**CONSENT AGENDA:** All items with an asterisk (\*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

- \* 1. Authorization to accept transfer of forfeiture funds.
- \* 2. Recommendation from the City Clerk/Registrar of Voters on actions necessary to conduct the Special State Referendum Election, to be held on Tuesday, June 13, 2017.
- \* 3. Adoption of City Council meeting schedule for the months of July and August.

**REGULAR BUSINESS:**

- 4. Public Hearing on applications for a new liquor license and special amusement permit for Live Entertainment for Ben's Burritos, 97 Lisbon Street.
- 5. Public Hearing for approval of an Outdoor Entertainment Permit for the Lewiston Farmers Market concerts.
- 6. Public Hearing for approval of outdoor concerts sponsored by L/A Arts at Dufresne Plaza and Kennedy Park.
- 7. Public Hearing for approval of an Outdoor Entertainment Permit for the Pride LA Festival.
- 8. Public Hearing for approval of an Outdoor Entertainment Permit for the Rescue Mission Block Party and Concert.
- 9. Public Hearing for approval of outdoor concerts in conjunction with the Great Falls Brewfest at Simard Payne Park.
- 10. Public Hearing for approval of an Outdoor Entertainment Permit for World Refugee Day.
- 11. Public Hearing for approval of an Outdoor Entertainment Permit for 99.9 The Wolf Summer Country Concert.
- 12. Public Hearing and Adoption of the FY2018 Lewiston Capital Improvement Program Bond Issue Order.
- 13. Resolve authorizing submittal of an Economic and Infrastructure Development Investment grant application to the Northern Border Regional Commission for \$500,000 to support the expansion of the Lincoln Street Garage.

14. Order authorizing the City Administrator to submit and accept a grant from the Maine Historic Preservation Commission to undertake the necessary research to complete documentation necessary to create a Downtown Lisbon Street/Main Street National Register Historic District.
15. Resolve making an Appropriation from the General Fund's Unassigned Fund Balance for the purpose of providing a One-Year reduction in the Stormwater Utility Base Rate.
16. Update from the Lewiston School Committee Representative.
17. Reports and Updates.
18. Any other City Business Councilors or others may have relating to Lewiston City Government.

**LEWISTON CITY COUNCIL**  
**MEETING OF MAY 16, 2017**

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 6:00pm**

**SUBJECT:**

Executive Session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter.

**INFORMATION:**

The Maine State Statutes, Title 1, section 405, define the permissible grounds and subject matters of executive sessions for public meetings.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

Entering into executive session is permitted and defined under Maine State Statutes.

*EAB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To enter into an executive session pursuant to MRSA Title 1, section 405(6)(A) to discuss a personnel matter.

**LEWISTON CITY COUNCIL**  
**MEETING OF MAY 16, 2017**

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 6:05pm**

**SUBJECT:**

Executive Session regarding consultation with the City Attorney.

**INFORMATION:**

The Maine State Statutes, Title 1, section 405, define the permissible grounds and subject matters of executive sessions for public meetings. Discussing a legal matter with the City Attorney is a topic permitted under the statutes.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The state statutes outline the issues that will be discussed in executive session.

*EAB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To enter into an Executive Session pursuant to MRSA Title 1, section 405(6)(E) to discuss a legal matter with the City Attorney.

**LEWISTON CITY COUNCIL**  
**MEETING OF MAY 16, 2017**

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 6:35pm**

**SUBJECT:**

Executive Session regarding consultation with the City Attorney.

**INFORMATION:**

The Maine State Statutes, Title 1, section 405, define the permissible grounds and subject matters of executive sessions for public meetings. Discussing a legal matter with the City Attorney is a topic permitted under the statutes.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The state statutes outline the issues that will be discussed in executive session.

*EATB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To enter into an Executive Session pursuant to MRSA Title 1, section 405(6)(E) to discuss a legal matter with the City Attorney.

**LEWISTON CITY COUNCIL**  
**MEETING OF MAY 16, 2017**

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 1**

**SUBJECT:**

Authorization to accept transfer of forfeiture funds.

**INFORMATION:**

The Lewiston Police Department is requesting that the City Council authorize the acceptance of funds, in the amounts outlined below, as reimbursement for costs associated with assisting in a criminal investigation. The funds are available to the Lewiston Police Department due to its substantial contribution to the investigation of this or a related criminal case.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAJ/KMM*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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That pursuant to Title 15, Maine Revised Statutes Annotated, Section 5824(3) and Section 5822(4)(A), the City Council hereby acknowledges and approves of the transfer of \$3,428.00, or any portion thereof, in the case of the State of Maine vs. Brittany Rancourt, CR-16-3966 Court Records, being funds forfeited pursuant to the court process. It is further acknowledged that these funds shall be credited to the 'City of Lewiston Drug Enforcement Program' account.

STATE OF MAINE  
Androscoggin, ss

UNIFIED CRIMINAL COURT  
Docket No. CR-16-3966

State of Maine }  
 }  
 v. }  
 }  
 Brittany Rancourt }  
 Defendant; }  
 }  
 And }  
 }  
 \$3,428.00 U.S. Currency }  
 Defendant(s) In Rem }

Municipality of Lewiston  
Approval of Transfer  
15 M.R.S.A. §5824(3) & §5822(4)(A)

NOW COMES the municipality of Lewiston, Maine, by and through its municipal officers, and does hereby grant approval pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) to the transfer of the above captioned Defendant(s) in Rem (\$2,742.40 U.S. Currency), or any portion thereof, on the grounds that the Lewiston Police Department did make a substantial contribution to the investigation of this or a related criminal case.

WHEREFORE, the municipality of Lewiston, Maine does hereby approve of the transfer of the Defendant(s) In Rem, or any portion thereof, pursuant to 15 M.R.S.A. § 5824(3) & §5826(6) by vote of the Lewiston municipal legislative body on or about

Dated: \_\_\_\_\_

\_\_\_\_\_  
Municipal Officer  
Lewiston, Maine  
(Impress municipal legislative body seal here)

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 2**

**SUBJECT:**

Recommendation from the City Clerk/Registrar of Voters on actions necessary to conduct the Special State Referendum Election, to be held on Tuesday, June 13, 2017.

**INFORMATION:**

- A. That the hours for acceptance of registrations in person only, prior to the June 13<sup>th</sup> election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 8:30am to 4:00pm, May 23 through June 12, 2007.
- B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B, expect the day prior to the election when they shall be recorded in accordance with subsec. 7A.
- C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the polling place at 7:00am and any and all remaining shall be processed at 8:00pm, if necessary.
- D. To appoint the City Clerk as the City's Election Warden and the Deputy Registrar of Voters as the City's Ward Clerk, for the June 13 election.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*SAB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To approve the following recommendation from the City Clerk/Registrar of Voters on actions necessary to conduct the Special State Referendum Election to be held on Tuesday, June 13, 2017:

- A. That the hours for acceptance of registrations in person only, prior to the June 13<sup>th</sup> election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 8:30am to 4:00pm, May 23 through June 12, 2017.
- B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B, expect the day prior to the election when they shall be recorded in accordance with subsec. 7A.
- C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the polling place at 7:00am and any and all remaining shall be processed at 8:00pm, if necessary.
- D. To appoint the City Clerk as the City's Election Warden and the Deputy Registrar of Voters as the City's Ward Clerk, for the June 13 election.

**LEWISTON CITY COUNCIL**  
**MEETING OF MAY 16, 2017**

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 3**

**SUBJECT:**

Adoption of City Council meeting schedule for the months of July and August.

**INFORMATION:**

Due to summer vacations and other commitments, it is recommended the City Council hold only one regular meeting during the month of July and one regular meeting during the month of August.

The Council has been following a summer meeting schedule of one meeting during the months of July and August for many years. It is recommended that the July meeting be held on Tuesday, July 18<sup>th</sup> at 7:00pm and the August meeting be held on Tuesday, August 15<sup>th</sup> at 7:00pm.

The above dates are subject to change should circumstances arise and the dates need to be adjusted.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAB/KMM*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To suspend Section 1,(a) of the Rules Governing the City Council, and to only hold one regular meeting during the month of July, said meeting to be held on Tuesday, July 18<sup>th</sup> at 7:00pm and to hold only one regular meeting during the month of August, said meeting to be held on Tuesday, August 15<sup>th</sup> at 7:00pm.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 4**

**SUBJECT:**

Public Hearing on applications for a new liquor license and special amusement permit for Live Entertainment for Ben's Burritos, 97 Lisbon Street.

**INFORMATION:**

We have received applications for a new liquor license and special amusement permit for Live Entertainment from Ben's Burritos, 97 Lisbon Street.

The Police Department has reviewed and approved the application.

The business owner has been notified of the public hearing and requested to attend.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAIB/KMM*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To authorize the City Clerk's Office to approve a new liquor license application and special amusement permit for Ben's Burritos, 97 Lisbon Street.

**BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS**  
**DIVISION OF LIQUOR LICENSING AND ENFORCEMENT**  
**8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008**  
**10 WATER STREET, HALLOWELL, ME 04347**  
**TEL: (207) 624-7220 FAX: (207) 287-3434**  
**EMAIL INQUIRIES: [MAINELIQUOR@MAINE.GOV](mailto:MAINELIQUOR@MAINE.GOV)**

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application:  Yes  No

PRESENT LICENSE EXPIRES \_\_\_\_\_

INDICATE TYPE OF PRIVILEGE:  MALT  VINOUS  SPIRITUOUS

**INDICATE TYPE OF LICENSE:**

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI)     | <input type="checkbox"/> CLASS A LOUNGE (Class X)        |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV)                 | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V)       |
| <input type="checkbox"/> CLUB w/o Catering (Class V)               | <input type="checkbox"/> CLUB with CATERING (Class I)     | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV)                         | <input type="checkbox"/> QUALIFIED CATERING               | <input type="checkbox"/> OTHER: _____                    |

**REFER TO PAGE 3 FOR FEE SCHEDULE**

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

Corporation Name: <i>Bens Burritos LLC</i>			Business Name (D/B/A) <i>Ben's Burritos</i>		
APPLICANT(S) –(Sole Proprietor) <i>Benjamin D. Scott</i>		DOB: <i>9/16/1971</i>	Physical Location: <i>97 Lisbon St</i>		
<i>Tricia C. Tomlinson</i>		DOB: <i>9/17/1977</i>	City/Town <i>Lewiston</i>	State <i>ME</i>	Zip Code <i>04240</i>
Address <i>97 Lisbon St</i>			Mailing Address <i>97 Lisbon St</i>		
City/Town <i>Lewiston</i>	State <i>ME</i>	Zip Code <i>04240</i>	City/Town <i>Lewiston</i>	State <i>ME</i>	Zip Code <i>04240</i>
Telephone Number <i>207-330-8556</i>		Fax Number		Business Telephone Number <i>207-740-8363</i>	
Federal I.D. # <i>81-4463006</i>			Seller Certificate #: or Sales Tax #: <i>1182255</i>		
Email Address: Please Print <i>bensburritos@gmail.com</i>			Website:		

If business is NEW or under new ownership, indicate starting date: *11/1/2016*

Requested inspection date: \_\_\_\_\_ Business hours: \_\_\_\_\_

1. If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: \_\_\_\_\_
2. State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ \_\_\_\_\_ LIQUOR \$ \_\_\_\_\_

3. Is applicant a corporation, limited liability company or limited partnership? YES  NO

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

4. Do you permit dancing or entertainment on the licensed premises? YES  NO

5. If manager is to be employed, give name: \_\_\_\_\_

6. Business records are located at: *97 Lisbon St Lewiston ME 04240*

7. Is/are applicants(s) citizens of the United States? YES  NO

8. Is/are applicant(s) residents of the State of Maine? YES  NO

9. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Benjamin D. Scott	9/16/1971	Cherry Pt, NC
Tricia C. Tomlinson	9/17/1977	Lewiston, ME
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
B. Scott 95 Maple St #1 Lewiston ME (2 Yrs)		
B. Scott 16 River Rd Dresden ME (2 Yrs)		
T. Tomlinson 75 Maple St #1 Lewiston ME (4 Yrs)		
T. Tomlinson 132 3rd St #2 Auburn ME (2 Yrs)		

10. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES  NO

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_ (use additional sheet(s) if necessary)

11. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?

Yes  No  If Yes, give name: \_\_\_\_\_

12. Has/have applicant(s) formerly held a Maine liquor license? YES  NO

13. Does/do applicant(s) own the premises? Yes  No  If No give name and address of owner: John Grenier  
97 Lisbon St Lewiston ME 04240

14. Describe in detail the premises to be licensed: (On Premise Diagram Required) 32 Seat Mexican Restaurant (See diagram)

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?  
YES  NO  Applied for: \_\_\_\_\_

16. 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? Mosque = 0.1 miles

Which of the above is nearest? Mosque

17. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES  NO

If YES, give details: \_\_\_\_\_

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

**NOTE:** "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Lewiston, Maine on April 24, 2017  
Town/City, State Date

Please sign in blue ink

  
Signature of Applicant or Corporate Officer(s)

Benjamin D. Scott  
Print Name

  
Signature of Applicant or Corporate Officer(s)

Tricia C. Tomlinson  
Print Name

### FEE SCHEDULE

<b>FILING FEE: (must be included on all applications)</b> .....	<b>\$ 10.00</b>
<b>Class I</b> Spirituous, Vinous and Malt .....	\$ 900.00
<b>CLASS I:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
<b>Class I-A</b> Spirituous, Vinous and Malt, Optional Food (Hotels Only) .....	\$1,100.00
<b>CLASS I-A:</b> Hotels only that do not serve three meals a day.	
<b>Class II</b> Spirituous Only .....	\$ 550.00
<b>CLASS II:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
<b>Class III</b> Vinous Only .....	\$ 220.00
<b>CLASS III:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
<b>Class IV</b> Malt Liquor Only .....	\$ 220.00
<b>CLASS IV:</b> Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
<b>Class V</b> Spirituous, Vinous and Malt (Clubs without Catering, Bed & Breakfasts) .....	\$ 495.00
<b>CLASS V:</b> Clubs without catering privileges.	
<b>Class X</b> Spirituous, Vinous and Malt – Class A Lounge .....	\$2,200.00
<b>CLASS X:</b> Class A Lounge	
<b>Class XI</b> Spirituous, Vinous and Malt – Restaurant Lounge .....	\$1,500.00
<b>CLASS XI:</b> Restaurant/Lounge; and OTB.	

**UNORGANIZED TERRITORIES** \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All applications for **NEW** or **RENEWAL** liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval and signatures for liquor licenses prior to submitting them to the bureau.

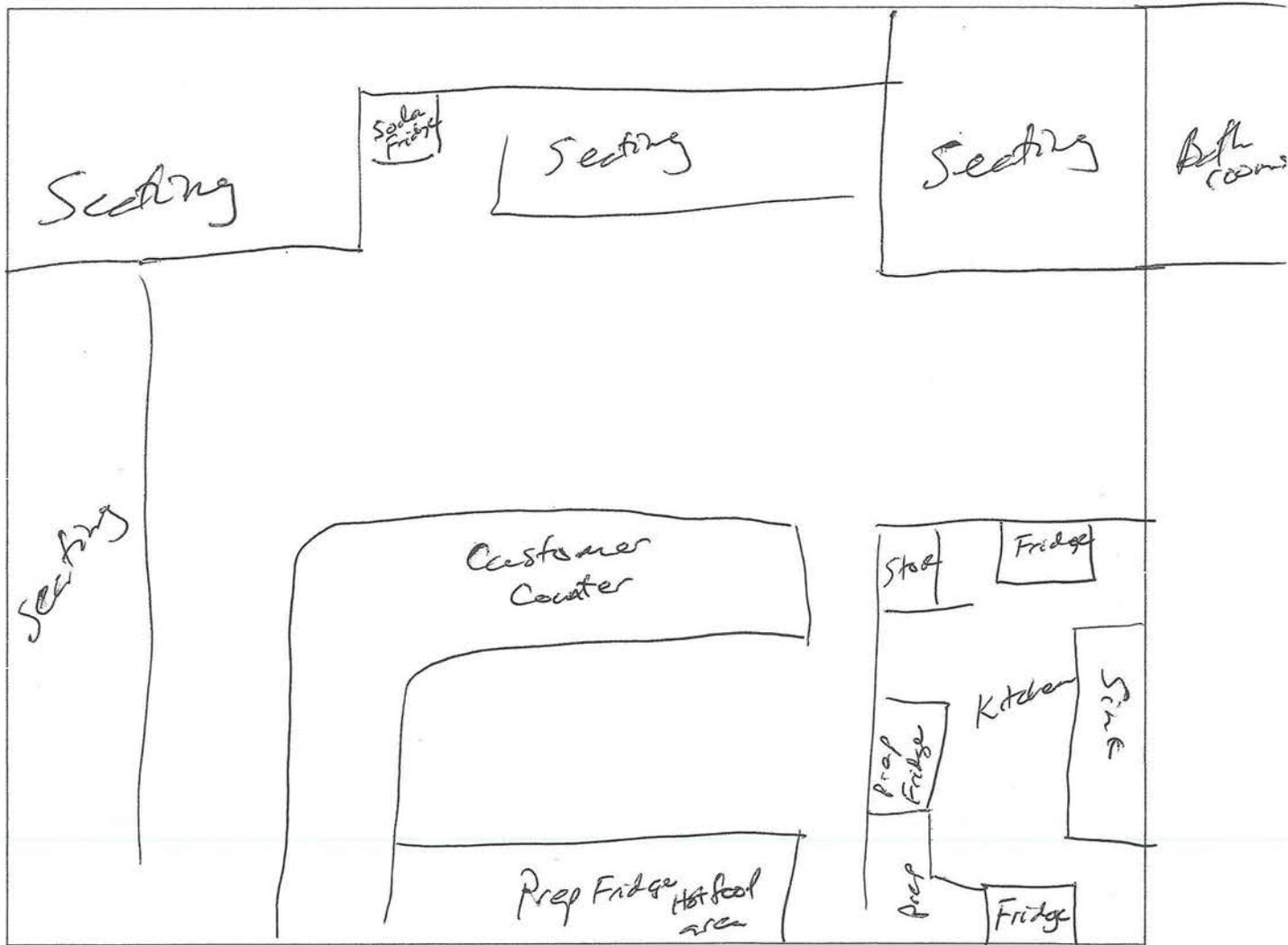
Bureau of Alcoholic Beverages and Lottery Operations  
 Division of Liquor Licensing & Enforcement  
 8 State House Station, Augusta, ME 04333-0008  
 10 Water Street, Hallowell, ME 04347  
 Tel: (207) 624-7220 Fax: (207) 287-3434  
 Email Inquiries: [MaineLiquor@maine.gov](mailto:MaineLiquor@maine.gov)

DIVISION USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Not Approved
BY:	

ON PREMISE DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. The Division requires all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, restrooms, decks and all areas that you are requesting approval from the Division for liquor consumption.





**State of Maine**  
**Division of Alcoholic Beverages and**  
**Lottery Operations**  
**Division of Liquor Licensing and Enforcement**

**Corporate Information Required for**  
**Business Entities Who Are Licensees**

<b>For Office Use Only:</b>	
License #:	_____
SOS Checked:	_____
100% Yes	<input type="checkbox"/> No <input type="checkbox"/>

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752. Please clearly complete this form in its entirety.

- Exact legal name: Bens Burritos LLC
- Doing Business As, if any: Ben's Burritos
- Date of filing with Secretary of State: 11/1/16 State in which you are formed: Maine
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: \_\_\_\_\_
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
Benjamin D. Scott	75 maple st #1 Lewiston ME 04240 (2 yrs)	9/16/71	Co-owner	50%
Benjamin D. Scott	16 River Rd Dresden ME 04342 (2 yrs)			
Tricia C. Tomlinson	75 Maple St #1 Lewiston ME 04240 (4 yrs)	9/17/77	Co-owner	50%
Tricia C. Tomlinson	132 3rd St #2 Auburn ME 04210 (2 yrs)			

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

- If Co-Op # of members: \_\_\_\_\_ (list primary officers in the above boxes)

7. Is any principal person involved with the entity a law enforcement official?

Yes  No  If Yes, Name: \_\_\_\_\_ Agency: \_\_\_\_\_

8. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes  No

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

Name: \_\_\_\_\_

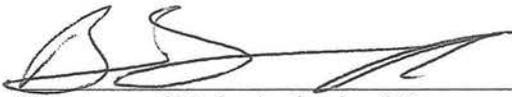
Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_

Location of Conviction: \_\_\_\_\_

Disposition: \_\_\_\_\_

**Signature:**

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

4/24/17  
\_\_\_\_\_  
Date

Benjamin D. Scott  
\_\_\_\_\_  
Print Name of Duly Authorized Person

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Submit Completed Forms To:

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

**CITY OF LEWISTON  
APPLICATION FOR SPECIAL AMUSEMENT PERMIT**

Date of Application: 4/26/2017

Expiration Date: \_\_\_\_\_

- Class A - \$125.00 - restaurants with entertainment, which **does not have dancing**  
 Class B - \$125.00 - lounges/bars with entertainment, which **does not have dancing**  
 Class C - \$150.00 - either restaurants or lounges/bars with entertainment, including dancing  
 Class D - \$150.00 - function halls with entertainment, including dancing  
 Class E - \$150.00 - dance hall or nightclub that admits persons under the age of 21  
 Class F - \$150.00 - "chem-free" dance hall or nightclub for patrons aged 18 yrs and older, with no liquor

**Renewal Applicants: Has any or all ownership changed in the 12 months?** \_\_\_\_\_ Yes \_\_\_\_\_ No

\*\*\*\*PLEASE PRINT\*\*\*\*

Business Name: Ben's Burritos Business Phone: 207-740-8363

Location Address: 97 Lisbon St, Lewiston ME 04240

(If new business, what was formerly in this location: \_\_\_\_\_)

Mailing Address: 97 Lisbon St, Lewiston ME 04240

Email address: bensburritos@gmail.com

Contact Person: Ben Scott Phone: 207-330-8556

Owner of Business: ↑ ~~John Grenier~~ Date of Birth: 9/16/1971

Address of Owner: 75 Maple St #1 Lewiston ME 04240

Manager of Establishment: Ben Scott Date of Birth: 9/16/1971

Owner of Premises (landlord): John Grenier

Address of Premises Owner: 97 Lisbon St, Lewiston ME 04240

Does the issuance of this license directly or indirectly benefit any City employee(s)? \_\_\_\_\_ Yes  No  
If yes, list the name(s) of employee(s) and department(s): \_\_\_\_\_

Have any of the applicants, including the corporation if applicable, ever held a business license with the City of Lewiston?  Yes \_\_\_\_\_ No If yes, please list business name(s) and location(s): Ben's Burritos  
97 Lisbon St Lewiston ME 04240

Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of the law? \_\_\_\_ Yes  No If yes, please explain: \_\_\_\_\_

CORPORATION APPLICANTS: *Please attach a list of all principal officers, date of birth & town of residence*

Corporation Name: \_\_\_\_\_

Corporation Mailing Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Do you permit dancing on premises? \_\_\_\_ Yes  No (If yes, you must first obtain a dance hall permit from the State Fire Marshall's Office) If yes, do you permit dancing or entertainment after 1:00 AM? \_\_\_\_ Yes \_\_\_\_ No

What is the distance to the nearest residential dwelling unit both inside and outside the building from where the entertainment will take place? 0.1 Miles

Please describe the type of proposed entertainment:

- dancing
- music by DJ
- live band/singers
- stand up comedian
- karaoke
- magician
- piano player
- other, please list \_\_\_\_\_
- other, please list \_\_\_\_\_

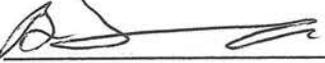
If new applicant, what is your opening date?: \_\_\_\_\_

\*\*\*\*\*

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above licensee and further agrees that any misstatement of material fact may result in refusal of license or revocation if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto.

I/We hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/We hereby waive any rights to privacy with respect thereto.

Signature:  Title: Co-Owner Date 4/26/2017

Printed Name: Benjamin D. Scott

\*\*\*\*\*

Hearing Date: 5-16-2017



## ***POLICE DEPARTMENT***

Brian O'Malley  
Chief of Police



---

TO: Kelly Brooks, Deputy City Clerk

FR: Lt. David St.Pierre, Support Services

DT: May 02, 2017

RE: Liquor License/Special Amusement Permit – **Ben's Burritos**

We have reviewed Liquor License/Special Amusement Permit Application and have no objections to the following establishment;

**Ben's Burritos**  
**97 Lisbon St.**



---

171 Park St • Lewiston, Maine • 04240 • Phone 207-513-3137 • Fax 207-795-9007  
[www.lewistonpd.org](http://www.lewistonpd.org)



*Professionalism*

*Integrity*

*Compassion*

*Dedication*

*Pride*

*Dependability*

# CITY OF LEWISTON

## PUBLIC NOTICE

A hearing on the following liquor license application will be held by the Lewiston City Council in the Council Chambers, City Hall on ***Tuesday, May 16, 2017, at 7:00 p.m.***, or as soon thereafter as they may be heard. Any interested person may appear and will be given the opportunity to be heard before final action on said application.

Ben's Burritos  
97 Lisbon Street  
Ben's Burritos, LLC (Benjamin Scott & Tricia Tomlinson), owners

The City of Lewiston is an EOE. For more information, please visit our website @ [www.lewistonmaine.gov](http://www.lewistonmaine.gov) and click on the Non-Discrimination Policy.

***PUBLISH ON: May 10, 11 & 12, 2017***

Please bill the City Clerk's Dept. account. Thank you.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 5**

**SUBJECT:**

Public Hearing for approval of an Outdoor Entertainment Permit for the Lewiston Farmers Market concerts.

**INFORMATION:**

The Lewiston Farmers Market is planning to sponsor and host musical performances at their market location to attract more patrons to the market, as well as for the enjoyment of the vendors. The Market is held on Sundays from May 21 - October 22 and is located at the municipal parking lot on the corner of Lincoln Street and Main Street, adjacent to Bates Mill 5. The Market is also held in Kennedy Park. The musical performances will vary from guitar players to a jazz ensemble and will occur occasionally throughout the summer and fall.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.



**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application for an outdoor entertainment event for the Lewiston Farmers Market concerts, and to grant a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to the Lewiston Farmers Market Association for outdoor music concerts for the Market, contingent upon positive recommendations from the Police Department, Fire Department, Code/Health Officer and Land Use Inspector regarding compliance with all regulations and compliance with all City ordinances.

Farmers Market  
Live Music

CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18

- EVENT (25+ participants)
- SPECIAL EVENT (over 1,000 expected)
- EVENT SPECIFICATIONS -check one
  - First-Time Event
  - Repeat Event
- PARK USE ONLY (see page 3)
- GAZEBO/AMPHITHEATER ONLY (special application required contact Admin)



Application Date: 2/28/17

Event Application must be submitted no later than 90 days prior to the event.

Event Name: Lewiston Farmers' Market

Requested Date: May 21- Oct. 22 2017 Rain Date (if applicable): \_\_\_\_\_

Event Location: Municipal Parking Lot on the corner of Lincoln and Main Street

Type of Event: (Walk/Run, Festival, Concert, Etc.) Farmers' Market

Contact Name: Sherie Blumenthal Telephone: 207 513 3848

Email: sblumenthal@stmarysmaine.com

Host Organization: St. Mary's Nutrition Center, part of St. Mary's Health System

Mailing Address: PO Box 7291 City: Lewiston

NON-PROFIT (NP) Documentation Required; check one below and include with application

501(c)(3)

IRS Form 990

IRS Letter

FOR-PROFIT ORGAGNIZATION

Processing Fee: \$50 -non-refundable and due at the time application is submitted.

Check

Credit Card

Cash

BILLING ST. MARY'S NUTRITION CENTER

Processing Fee:	COI: needed	Staff Use Only
Park Fees:	NP Documentation: included	Event Number:
Other Fees:	Fundraising Documentation: included	FY180021

maps included

note  
Began in FY17,  
continued into FY18

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 6**

**SUBJECT:**

Public Hearing for approval of outdoor concerts sponsored by L/A Arts at Dufresne Plaza and Kennedy Park.

**INFORMATION:**

L/A Arts has submitted an application requesting permission to hold outdoor concerts on City property. They plan to hold evening outdoor concerts at Dufresne (Courthouse) Plaza on the last Friday of each month between May-September to be held in conjunction with the Lewiston Art Walk. Permission has also been requested to hold concerts in Kennedy Park. L/A Arts has been hosting outdoor concerts within the City for several years and these have been well attended.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Division, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EA/BK/mm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application from L/A Arts for the evening outdoor concerts to be held at Dufresne Plaza and Kennedy Park on May 19, June 16, July 21, August 18, September 15, October 20, November 17 and December 15 and to authorize a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to L/A Arts for the outdoor concerts, contingent upon positive recommendations from the Recreation Division, Police Department, Fire Department, Code/Land Use Officer and Code/Health Officer regarding compliance with all regulations, and compliance with all City ordinances.

Art Walk  
Live Music

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**



- EVENT** (25+ participants)
- SPECIAL EVENT** (over 1,000 expected)
- EVENT SPECIFICATIONS** -check one
  - First-Time Event
  - Repeat Event
- PARK USE ONLY** (see page 3)
- GAZEBO/AMPHITHEATER ONLY** (special application required contact Admin)

Application Date: 2/22/17

Event Application must be submitted no later than **90 days prior** to the event.

Event Name: Art Walk Lewiston Auburn

- DATES:
- 5/19/17
- 6/16/17
- 7/21/17
- 8/18/19
- 9/15/17
- 10/20/17
- 11/17/17
- 12/15/17

Requested Date: 5/26 - 9/29/17 Rain Date (if applicable): \_\_\_\_\_

Event Location: 3rd last Fridays of the months (5/26, 6/30, 7/28, 8/25, 9/29) - Lisbon Street

Type of Event: (Walk/Run, Festival, Concert, Etc.) Art Walk & Concerts and Performances

Contact Name: Louise Rosen Telephone: 207-782-7228

Email: director@laarts.org

Host Organization: LA Arts

Mailing Address: 221 Lisbon St City: Lewiston

**NON-PROFIT (NP)** Documentation Required; check one below and include with application

- 501(c)(3)
- IRS Form 990
- IRS Letter

**FOR-PROFIT ORGAGNIZATION**

**Processing Fee: \$50** -non-refundable and due at the time application is submitted.

- Check
- Credit Card
- Cash

#1829 T.R. 129706

Processing Fee: <u>\$50 pd</u>	col: <u>included</u>	Staff Use Only
Park Fees: <u>N/A</u>	NP Documentation: <u>included</u>	Event Number:
Other Fees:	Fundraising Documentation: <u>included</u>	<u>FY170037</u>

map included

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**

**GENERAL INFORMATION Event and/or Park Use (Section 1)**

Person Responsible for Event: Louise Rosen Title: Director

Daytime Phone: 207-782-7228 Cell: 617-899-6629 Cell During Event: 617-899-6629

Type of Event (Walk/Run, Festival, Concert, Etc.): Art Walk and Performances

Event Start Time: 5 PM Event End Time: 8:30PM Estimated Attendance: 250-800

Set-up Start Time: 9 AM Clean-up End Time: 10PM

- Open to the Public
- Invitation Only
- Age Restriction

Event Location: Lisbon St

(If you will utilize a park, please check ALL that apply below)

**FEES APPLY**

- Simard-Payne Park \$ \_\_\_ x \_\_\_ days
- Dufresne Plaza Exempt x \_\_\_ days

**NO FEE ASSESSED**

- Kennedy Park
- Marcotte Park
- Mark Paradis Park
- Pettingill School Park
- Potvin Park
- Raymond Park
- Sunnyside Park
- Veterans Park

Location Other Than Parks:

Street(s) \_\_\_\_\_

Sidewalk(s) Lisbon Street

Other exempt from fees for Dufresne Plaza use

**PARK USE ONLY – Provide Overview**

**PARK FEES & APPLICABLE DISCOUNTS**

**SIMARD-PAYNE PARK (check one)**

- Full Price: \$135 day
- Lewiston-based NP (80% discount): \$27 day
- Out-of-Town, NP Fundraisers (50% discount): \$67.50 day
- Out-of-Town, NP Event (34% discount): \$89.10 day

**DUFRESNE PLAZA (check one)**

- Full Price: \$265 day
- Lewiston-based NP (80 discount): \$53 day
- Out-of-Town, NP Fundraisers (50% discount): \$132.50 day
- Out-of-Town, NP Event (34% discount): \$174.90 day

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 7**

**SUBJECT:**

Public Hearing for approval of an Outdoor Entertainment Permit for the Pride LA Festival Celebration.

**INFORMATION:**

The Pride LA Festival Committee has submitted an application requesting permission to hold an outdoor concert on City property. They plan to have live music during the Festival Celebration on Saturday, June 10 at Simard-Payne Park.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Division, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application for an outdoor entertainment event for the Pride LA Festival, and to grant a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to the Pride LA Festival Committee for outdoor music concerts for the Festival to be held at Simard-Payne Memorial Park on June 10, 2017 contingent upon positive recommendations from the Police Department, Fire Department, Code/Health Officer and Land Use Inspector regarding compliance with all regulations and compliance with all City ordinances.

June 10

CITY OF LEWISTON - EVENT APPLICATION

CONTACT INFORMATION (Section 2)

Host Organization: Pride L-A, Fiscal Agent Down EAST AIDS Network / Health Equity Project

Mailing Address: 295 Water St # 204 City: Augusta, ME

Name of Person Responsible for Event: Aiden Hinkley Title: Chair

Name of Contact Person (if different): Quinn Garmley Title: Fiscal Agent rep

Daytime Phone: 207 832-1719 Cell: 230-4448 Cell During Event: 230-4448

Contact Email: quinn@mainehealthequity.org

EVENT DETAILS | PERMITTING (Section 3)

Please check all that apply; include detail if applicable. Arrow denotes who to contact.

- Park Use  N/A → Administration  
Fees Apply
- Sound Amplification Needed  N/A → City Clerk's Office  
A Permit will be required
  - Live Music (OE)
  - Speaker | Presenter
  - Details \_\_\_\_\_
- Food  N/A → Sanitarian /Code  
→ City Clerk's Office  
Food Services License may be required
  - Sold
  - Given Away
  - Type food truck
- BBQ (see policy: <http://www.lewistonmaine.gov/DocumentCenter/View/5535>)
- Beverages  N/A → Sanitarian /Code  
→ City Clerk's Office  
Food Services License may be required  
Requirements Apply for Alcohol at Event
  - Sold
  - Given Away
  - Alcohol Beverage
  - Type food truck
- Product (Non-Food Item) → City Clerk's Office  
A Peddler's Permit may be required
  - Sold APRX. 25 VENDORS
  - Given Away
  - Type \_\_\_\_\_



Hello Downtown Neighbors!

Lewiston-Auburn LGBTQ community members are pleased announce the Inaugural Pride L-A March and Festival.

We are very happy to be part of the Lewiston-Auburn community, and on June 10, 2017, we will gather to celebrate in the downtown areas of Lewiston-Auburn. As our cities continue the journey of revitalization, we want to join in that effort by boosting awareness, fostering pride, and furthering respectful dialogue about diversity and inclusion.

As down businesses and residents that are near (or within) the celebration area, and out of respect we are providing this letter as advanced notice for this community event.

**Event Date and Time:**

Date: Saturday, June 10, 2017  
Time: 11:00AM to 4:00PM

**Event Outline:**

*The March Celebration* duration is 1-hour, between 11Am and Noon. Participants will gather and organize in the morning within Simard-Payne Park. At 11AM, participants will leave Simard-Payne and progress east onto Chestnut Street, and take a left onto Lincoln Street. The route then turns left and crosses the James B. Longley Memorial Bridge into Auburn. Taking a left onto Main Street, the Parade/March will continue on Main Street to Bonney Park, whereby the participants will walk back to Simard-Payne Park over the former railroad trestle bridge (now part of Riverwalk for pedestrians). Some (very limited) vehicles will make their way through New Auburn, cross back into Lewiston (via South Bridge), and return to Simard-Payne Park via Oxford Street.

*The Festival Celebration* duration is 4-hours between Noon and 4:00PM. Admission is free, and attendees are to use two specific parking garages (Lincoln Street Garage and Chestnut Street Garage). Parking lots that are adjacent and part of Simard-Payne Park will be restricted: mainly for use by event organizers, city officials, police, as well as vendors.

The celebration will include live entertainment, fun and games, and feature local businesses and non-profits.

We hope that you will join in the celebration. If unable to attend, then please show your support in other ways.

If you have pre-event questions, please contact us:

Subject Line: "Downtown Neighbor"  
To: [pride.la.maine@gmail.com](mailto:pride.la.maine@gmail.com)

Thank you very much.

Pride L-A Steering Committee,  
Aiden, Frank, Amanda and Fred

Follow us on Facebook: <https://www.facebook.com/PrideLAMaine>

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 8**

**SUBJECT:**

Public Hearing for approval of an Outdoor Entertainment Permit for the Rescue Mission Block Party and Concert.

**INFORMATION:**

The Thomas Memorial Baptist Church has submitted an application requesting permission to hold an outdoor concert on City property. They plan to have live music during the Rescue Mission Celebratory Block Party and Concert on Sunday, June 18 at Simard-Payne Park.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Division, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*SABIKMM*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application for an outdoor entertainment event for the Rescue Mission Celebratory Block Party and Concert, and to grant a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to the Thomas Memorial Baptist Church for outdoor music concerts for the concert to be held at Simard-Payne Memorial Park on June 18, 2017 contingent upon positive recommendations from the Police Department, Fire Department, Code/Health Officer and Land Use Inspector regarding compliance with all regulations and compliance with all City ordinances.

Block Party

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**



- EVENT** (25+ participants)
- SPECIAL EVENT** (over 1,000 expected)
- EVENT SPECIFICATIONS** -check one
  - First-Time Event
  - Repeat Event
- PARK USE ONLY** (see page 3)
- GAZEBO/AMPHITHEATER ONLY** (special application required contact Admin)

Application Date: March 3, 2017

Event Application must be submitted no later than *90 days prior* to the event.

✓ **Event Name:** Rescue Mission! Honor, Celebrate & Support First Responders

**Requested Date:** June 18, 2017 **Rain Date (if applicable):** No

**Event Location:** Simard Payne Memorial Police Park

**Type of Event:** (Walk/Run, Festival, Concert, Etc.) Celebratory Block Party and Concert

**Contact Name:** Megan Bates **Telephone:** 207-576-0702

**Email:** greenebates@gmail.com

**Host Organization:** Thomas Memorial Baptist Church along with other area churches

**Mailing Address:** 62 Strawberry Avenue **City:** Lewiston

**NON-PROFIT (NP)** Documentation Required; check one below and include with application

- 501(c)(3)
- IRS Form 990
- IRS Letter

**FOR-PROFIT ORGAGNIZATION**

**Processing Fee: \$50** -non-refundable and due at the time application is submitted.

- Check
- Credit Card
- Cash

#10403 T.R. 129708 ISSUE REFUND/CI-SPONSORED

Processing Fee: <u>\$50 pd.</u>	cor:	<b>Staff Use Only</b>
Park Fees:	NP Documentation:	Event Number:
Other Fees: <u>WAIVED</u>	Fundraising Documentation:	<u>FY170038</u>

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**

**GENERAL INFORMATION Event and/or Park Use (Section 1)**

Person Responsible for Event: Megan Bates Title: Event Organizer

Daytime Phone: \_\_\_\_\_ Cell: 207-576-0702 Cell During Event: 207-579-0702

Type of Event (Walk/Run, Festival, Concert, Etc.): Community Block Party & Concert

Event Start Time: 2 PM Event End Time: 6 PM Estimated Attendance: 600-800

Set-up Start Time: 9AM Clean-up End Time: 8 PM

- Open to the Public
- Invitation Only
- Age Restriction

**PARK USE ONLY – Provide Overview**

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

Event Location: Simard Paine Memorial Park

(If you will utilize a park, please check ALL that apply below)

FEES APPLY Fees waived

- Simard-Payne Park \$ \_\_\_\_\_ x \_\_\_\_\_ days
- Dufresne Plaza \$ \_\_\_\_\_ x \_\_\_\_\_ days

NO FEE ASSESSED City sponsored

- Kennedy Park
- Marcotte Park
- Mark Paradis Park
- Pettingill School Park
- Potvin Park
- Raymond Park
- Sunnyside Park
- Veterans Park

Location Other Than Parks:

Street(s) \_\_\_\_\_

Sidewalk(s) \_\_\_\_\_

Other \_\_\_\_\_

**PARK FEES & APPLICABLE DISCOUNTS**

**SIMARD-PAYNE PARK (check one)**

- Full Price: \$135 day
- Lewiston-based NP (80% discount): \$27 day
- Out-of-Town, NP Fundraisers (50% discount): \$67.50 day
- Out-of-Town, NP Event (34% discount): \$89.10 day

**DUFRESNE PLAZA (check one)**

- Full Price: \$265 day
- Lewiston-based NP (80 discount): \$53 day
- Out-of-Town, NP Fundraisers (50% discount): \$132.50 day
- Out-of-Town, NP Event (34% discount): \$174.90 day

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 9**

**SUBJECT:**

Public Hearing for approval of outdoor concerts in conjunction with the Great Falls Brewfest at Simard Payne Park.

**INFORMATION:**

Baxter Brewing Company has submitted an application requesting permission to hold an outdoor concert on City property. They plan to hold outdoor music entertainment at Simard Payne Park on Saturday, June 24 during the Great Falls Brewfest. Estimated attendance is 2,000 people and the event coordinators have been working with the State Liquor Enforcement Department regarding rules and regulations.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Division, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAB/klmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application from Baxter Brewing Company for the outdoor music concert to be held at Simard Payne Park on Saturday, June 24, and to authorize a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to Baxter Brewing Company for the outdoor concerts, contingent upon positive recommendations from the Recreation Division, Police Department, Fire Department, Code/Land Use Officer and Code/Health Officer regarding compliance with all regulations, and compliance with all City ordinances.

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**



- EVENT (25+ participants)
- SPECIAL EVENT** (over 1,000 expected)
- EVENT SPECIFICATIONS** –check one
  - First-Time Event
  - Repeat Event
- PARK USE ONLY** (see page 3)
- GAZEBO/AMPHITHEATER ONLY** (special application required contact Admin)

Application Date: 2/3/2017

Event Application must be submitted no later than *90 days prior* to the event.

Event Name: Great Falls Brew Fest

Requested Date: Sat, Jun 24 Rain Date (if applicable): N/A

Event Location: Simard Payne Park

Type of Event: (Walk/Run, Festival, Concert, Etc.) Beer Festival/Concert

Contact Name: Adam Platz Telephone: 207-576-5318

Email: brewfest@baxterbrewing.com

Host Organization: Baxter Brewing Co

Mailing Address: Po Box 603 City: Auburn, ME 04212

**NON-PROFIT (NP)** Documentation Required; check one below and include with application

- 501(c)(3)
- IRS Form 990
- IRS Letter

**FOR-PROFIT ORGAGNIZATION**

**Processing Fee: \$50** -non-refundable and due at the time application is submitted.

- Check  
Check#1093
- Credit Card
- Cash

Processing Fee: \$50 pd	COI: Received/inc. with app	<b>Staff Use Only</b>
Park Fees: (5) dys \$675 due	NP Documentation: N/A	<b>Event Number:</b>
Other Fees:	Fundraising Documentation:	FY170032

Map Included

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**

**GENERAL INFORMATION Event and/or Park Use (Section 1)**

Person Responsible for Event: Adam Platz Title: Director

Daytime Phone: 207-576-5318 Cell: 207-576-5318 Cell During Event: 207-576-5318

Type of Event (Walk/Run, Festival, Concert, Etc.): Beer Festival/Concert

Event Start Time: 12pm Event End Time: 6pm Estimated Attendance: 2000

Set-up Start Time: Thurs 9am Clean-up End Time: Tuesday 9am

- Open to the Public
- Invitation Only
- Age Restriction

**PARK USE ONLY – Provide Overview**

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

Event Location: Simard-Payne Park

(If you will utilize a park, please check ALL that apply below)

**FEES APPLY**

- Simard-Payne Park \$ 135 x 5 days
- Dufresne Plaza \$ \_\_\_\_\_ x \_\_\_\_\_ days

**NO FEE ASSESSED**

- Kennedy Park
- Marcotte Park
- Mark Paradis Park
- Pettingill School Park
- Potvin Park
- Raymond Park
- Sunnyside Park
- Veterans Park

Location Other Than Parks:

Street(s) \_\_\_\_\_

Sidewalk(s) \_\_\_\_\_

Other parking garages open

**PARK FEES & APPLICABLE DISCOUNTS**

**SIMARD-PAYNE PARK (check one)**

- Full Price: **\$135 day**
- Lewiston-based NP (80% discount): **\$27 day**
- Out-of-Town, NP Fundraisers (50% discount): **\$67.50 day**
- Out-of-Town, NP Event (34% discount): **\$89.10 day**

**DUFRESNE PLAZA (check one)**

- Full Price: **\$265 day**
- Lewiston-based NP (80 discount): **\$53 day**
- Out-of-Town, NP Fundraisers (50% discount): **\$132.50 day**
- Out-of-Town, NP Event (34% discount): **\$174.90 day**

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 10**

**SUBJECT:**

Public Hearing for approval of an Outdoor Entertainment Permit for World Refugee Day.

**INFORMATION:**

The Immigrant Resource Center of Maine has submitted an application requesting permission to hold an outdoor concert on City property. They plan to have live music during the World Refugee Day celebration on Thursday, June 29 at Simard-Payne Park.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Recreation Division, Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*Erin Kimm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application for an outdoor entertainment event for the World Refugee Day celebration, and to grant a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to the Immigrant Resource Center of Maine for outdoor music concerts for the annual celebration to be held at Simard-Payne Memorial Park on June 29, 2017, contingent upon positive recommendations from the Police Department, Fire Department, Code/Health Officer and Land Use Inspector regarding compliance with all regulations and compliance with all City ordinances.

# CITY OF LEWISTON - EVENT APPLICATION

## GENERAL EVENT INFORMATION (Section 1)

### EVENT and/or PARK USE ONLY INFORMATION

Event Name: 2017 World Refugee Day

Requested Date: 6.29.17

Rain Date (if applicable): N/A

Type of Event (Walk/Run, Festival, Concert, Etc.): Festival

Event Start Time: 12:00pm Event End Time: 9:00pm Estimated Attendance: 1500

Set-up Start Time: 12:00pm Clean-up End Time: 12:00am

- Open to the Public
- Invitation Only
- Age Restriction

Event Location: Payne - Simard Park

(If you will utilize a park, please check ALL that apply below)

#### FEES APPLY

- Simard-Payne Park \$ 27 x 1 days
- Dufresne Plaza \$ \_\_\_\_\_ x \_\_\_\_\_ days

#### NO FEE ASSESSED

- Kennedy Park
- Veterans Park
- Marcotte Park
- Potvin Park
- Mark Paradis Park
- Raymond Park
- Sunnyside Park

#### Location Other Than Parks:

Street(s) N/A

Sidewalk(s) \_\_\_\_\_

Other \_\_\_\_\_

#### PARK USE ONLY - Provide Overview

#### PARK FEES & APPLICABLE DISCOUNTS

##### SIMARD-PAYNE PARK (check one)

- Full Price: \$135 day
- Lewiston-based NP  
(80% discount): \$27 day
- Out-of-Town, NP Fundraisers  
(50% discount): \$67.50 day
- Out-of-Town, NP Event  
(34% discount): \$89.10 day

##### DUFRESNE PLAZA (check one)

- Full Price: \$265 day
- Lewiston-based NP  
(80% discount): \$53 day
- Out-of-Town, NP Fundraisers  
(50% discount): \$132.50 day
- Out-of-Town, NP Event  
(34% discount): \$174.90 day

# CITY OF LEWISTON - EVENT APPLICATION

## CONTACT INFORMATION (Section 2)

Host Organization: IMMIGRANT RESOURCE CENTER OF MAINE

Mailing Address: P O Box 397 City: LEWISTON

Name of Person Responsible for Event: FATUMA HUSSEIN Title: EXECUTIVE DIRECTOR

Name of Contact Person (if different): \_\_\_\_\_ Title: \_\_\_\_\_

Daytime Phone: 207-753-0061 Cell: 207-482-9792 Cell During Event: SAME

Contact Email: fhussein@uswofmaine.org

## EVENT DETAILS | PERMITTING (Section 3)

**Please check all that apply;** include detail if applicable. Arrow denotes who to contact.

- Park Use**  N/A → **Administration**  
Fees Apply
- Sound Amplification Needed**  N/A → **City Clerk's Office**  
A Permit will be required
- Live Music** Outdoor Entertainment possible  
 **Speaker | Presenter** go before CC on 5-16-17  
 **Details** DRUMS/MICROPHONE
- Food**  N/A → **Sanitarian /Code**  
 **Sold** → **City Clerk's Office**  
 **Given Away** Food Services License may be required  
 **Type** \_\_\_\_\_
- BBQ** (see policy: <http://www.lewistonmaine.gov/DocumentCenter/View/5535>)
- Beverages**  N/A → **Sanitarian /Code**  
 **Sold** → **City Clerk's Office**  
 **Given Away** Food Services License may be required  
 **Alcohol Beverage** Requirements Apply for Alcohol at Event  
 **Type** \_\_\_\_\_
- Product (Non-Food Item)** → **City Clerk's Office**  
 **Sold** Peddler's Permit (will be selling) A Peddler's Permit may be required  
 **Given Away**  
 **Type** T-SHIRTS and other product

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 11**

**SUBJECT:**

Public Hearing for approval of an Outdoor Entertainment Permit for 99.9 The Wolf Summer Country Concert.

**INFORMATION:**

Binnie Media, owners of the radio station 99.9 “The Wolf”, have submitted an application requesting permission to hold an outdoor concert on City property. They plan to host a summer country concert on Wednesday, July 19 at Simard-Payne Park.

Per the City Code, an outdoor concert cannot be held on city property without approval by a majority of the Council after a public hearing. Staff recommendations are being sought from the Police Department, Fire Department, Code Enforcement/Health Officer and the Land Use Code Officer for compliance.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAB/kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To conduct a public hearing on an application for an outdoor entertainment event for the The Wolf Summer Country Concert, and to grant a permit for an Outdoor Entertainment Event, as required by the City Code of Ordinances, Chapter 10, Article 1, Section 10-3, to Binnie Media for an outdoor music concert to be held at Simard-Payne Memorial Park on June 29, 2017, contingent upon positive recommendations from the Police Department, Fire Department, Code/Health Officer and Land Use Inspector regarding compliance with all regulations and compliance with all City ordinances.

JULY 19

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**



- EVENT (25+ participants)
- SPECIAL EVENT** (over 1,000 expected)
- EVENT SPECIFICATIONS** -check one
  - First-Time Event
  - Repeat Event
- PARK USE ONLY** (see page 3)
- GAZEBO/AMPHITHEATER ONLY** (special application required contact Admin)

Application Date: 3/1/2017

Event Application must be submitted no later than **90 days prior** to the event.

Event Name: 99.9 THE WOLF SUMMER COUNTRY CONCERT

Requested Date: 7/19/17 Rain Date (if applicable): N/A

Event Location: SIMARD-PAYNE PARK

Type of Event: (Walk/Run, Festival, Concert, Etc.) CONCERT

Contact Name: PATRICK COLLINS Telephone: cell: 732-859-4139

Email: pcollins@binradio.com

Host Organization: BINNIE MEDIA (99.9 The Wolf)

Mailing Address: 477 Congress St, 3A City: PORTLAND, ME 04104

**NON-PROFIT (NP)** Documentation Required; check one below and include with application

501(c)(3)

IRS Form 990

IRS Letter

**FOR-PROFIT ORGAGNIZATION**

**Processing Fee: \$50** -non-refundable and due at the time application is submitted.

Check

Credit Card

Cash

# 13837

Processing Fee: <u>\$50 Pd.</u>	COI:	Staff Use Only
Park Fees: <u>270 DUE</u>	NP Documentation: <u>N/A</u>	Event Number:
Other Fees: <u>clerks</u>	Fundraising Documentation: <u>N/A</u>	<u>FY180012</u>

**CITY OF LEWISTON - APPLICATION for EVENTS from 7/1/17- 6/30/18**

**GENERAL INFORMATION Event and/or Park Use (Section 1)**

Person Responsible for Event: PATRICK COLLINS Title: VP Director of Events  
Binnie Media

Daytime Phone: \_\_\_\_\_ Cell: 732-859-4139 Cell During Event: SAME

Type of Event (Walk/Run, Festival, Concert, Etc.): CONCERT

Event Start Time: 7:00 PM Event End Time: 10:00 PM Estimated Attendance: 2,500

Set-up Start Time: 11 AM on this Clean-up End Time: Night of 2 following morning

- Open to the Public
- Invitation Only (Ticket)
- Age Restriction

**PARK USE ONLY – Provide Overview**

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

Event Location: SIMARD-PAYNE PARK

(If you will utilize a park, please check ALL that apply below)

**FEES APPLY**

- Simard-Payne Park \$135 x 2 days
- Dufresne Plaza \$ \_\_\_\_\_ x \_\_\_\_\_ days

**NO FEE ASSESSED**

- Kennedy Park
- Marcotte Park
- Mark Paradis Park
- Pettingill School Park
- Potvin Park
- Raymond Park
- Sunnyside Park
- Veterans Park

**Location Other Than Parks:**

Street(s) \_\_\_\_\_

Sidewalk(s) \_\_\_\_\_

Other \_\_\_\_\_

**PARK FEES & APPLICABLE DISCOUNTS**

**SIMARD-PAYNE PARK (check one)**

- Full Price: \$135 day
- Lewiston-based NP (80% discount): \$27 day
- Out-of-Town, NP Fundraisers (50% discount): \$67.50 day
- Out-of-Town, NP Event (34% discount): \$89.10 day

**DUFRESNE PLAZA (check one)**

- Full Price: \$265 day
- Lewiston-based NP (80% discount): \$53 day
- Out-of-Town, NP Fundraisers (50% discount): \$132.50 day
- Out-of-Town, NP Event (34% discount): \$174.90 day



## 99.9 The Wolf Summer County Concert

The proposed 99.9 The Wolf Summer Country Concert at Simard-Payne Park is patterned after the concerts the radio station hosted and produced at L-A Harley last summer.

The concert will be a low dollar, ticketed event with a target crowd size of 2,500. All attendees must possess a ticket to enter the park.

The concerts at L-A Harley last July & September attracted estimated crowds of 4,500 and 3,500 respectively.

Staging, Sound and Lighting will be the same as used at L-A Harley.

There will be one point of attendee entry to the concert area from Oxford Street

Other points of entry to the park will have temporary barriers with security staffing.

There will be three acts; local country opening band, second Nashville recording artist/band and headliner. We are currently in negotiations with the band Granger Smith to be the headliner. The band had two major hits in 2016; "Backroad Song" which reached #1 and "If The Boot Fits" which reached #5 on the Billboard Country Top 20.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 12**

**SUBJECT:**

Public Hearing and Adoption of the FY2018 Lewiston Capital Improvement Program Bond Issue Order.

**INFORMATION:**

This public hearing is being held in accordance with Article VI, Section 6.14 of the City Charter.

The projects being bonded are in accordance with the Capital Improvement Program adopted by the City Council earlier this year and revisions based on discussions during budget deliberations or changes due to new information on the cost of the projects for funding. The total cost of the Bond Issue is \$13,458,500 and includes over 20 various projects and programs.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EPB/kmm*

**REQUESTED ACTION:**

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To adopt the FY2018 Lewiston Capital Improvement Program Bond Issue Order authorizing the issuance of \$13,458,500 in FY2018 Public Improvement Bonds and making an appropriation for certain capital projects.

## LCIP Bond Issue Order

### Order, Authorizing the Issuance of \$13,458,500 in FY2018 Public Improvement Bonds and Making an Appropriation for Certain Capital Projects.

**ORDERED**, That \$13,458,500 is hereby appropriated for financing the following FY2018 projects in the Lewiston Capital Improvement Program:

<b>PROJECT</b>	<b>AMOUNT</b>
<b>CITY</b>	
Riverfront Island Implementation	320,000
Camera System Upgrade	150,000
Central Fire Station Generator	58,000
Central Fire Station Roof Replacement Project	165,000
Sabattus Street Fire Station Replacement Project	315,000
City Hall Building Second Floor Interior Restoration Project	104,000
Sidewalk Maintenance & Rehabilitation	301,000
Street Crosswalk Evaluation & Implementation Plan	175,000
Street Maintenance Program	2,732,000
Kennedy Park Master Plan	339,000
Marcotte Park Playground	75,000
Hudson Bus Property Soccer Field	300,000
Municipal Garage Vehicle & Equipment Replacement	1,232,500
	<b>6,266,500</b>
<b>SCHOOL</b>	
LHS Parking Lot Expansion	240,000
Montello Electrical Upgrade & Library Air Conditioning	462,000
	<b>702,000</b>
<b>WATER</b>	
Distribution Water Main Replacement/Rehabilitation	1,995,000
	<b>1,995,000</b>
<b>SEWER</b>	
Rehabilitation of Old Sanitary Sewer Mains	1,000,000
Collection System Inspection & Rehabilitation	600,000
Pump Station Replacement	205,000
CSO Separation - Various Areas	500,000
EPA Order Implementation Software	450,000
	<b>2,755,000</b>
<b>STORMWATER</b>	
Culvert Replacement Program	210,000
Jepson Brook Channel Upgrades	1,030,000
CSO Separation - Various Areas	500,000
	<b>1,740,000</b>
<b>Total Bond Order</b>	<b>13,458,500</b>

**FURTHER ORDERED**, That to meet this appropriation, \$13,458,500 shall be raised by Public Improvement Bond Issue(s);

**FURTHER ORDERED**, That the City Council instruct the Finance Director to advertise for bids for \$13,458,500 or increments thereof, Public Improvement Bonds; to award the loan; and to employ Edwards Wildman Palmer LLP to furnish the legal opinion for the same; provided that in the alternative, the Finance Director is authorized to award the loan to the Maine Municipal Bond Bank;

**FURTHER ORDERED**, That the bonds shall be signed by the City Treasurer and Mayor;

**FURTHER ORDERED**, That the date, maturities, denominations, interest rate or rates, place or places of payment, form or other details of the bonds and of the provisions for the sale thereof shall be determined by the Finance Director under the advice of UniBank Fiscal Advisory Services Inc.;

**FURTHER ORDERED**, That bonds issued hereunder may be subject to call for redemption on such terms as may be determined by the Finance Director; and

**FURTHER ORDERED**, On or before the call date, the Finance Director is authorized to refund/advance refund this bond series if a net present value benefit is derived.



# Finance Department

Heather Hunter  
Director of Finance//Treasurer  
hhunter@lewistonmaine.gov



**TO:** Mayor Robert Macdonald and Members of the City Council  
**FROM:** Heather Hunter, Finance Director  
**SUBJECT:** **2018 Lewiston Capital Improvement Program**  
**DATE:** May 10, 2017

On January 10, 2017, the City Council received and placed on file the 2018 Lewiston Capital Improvement Program (LCIP) planning document and a public hearing was conducted on February 7, 2017. The public hearing outlined numerous projects totaling \$29,393,485 for fiscal year 2018. The final 2018 LCIP project recommendation for bonding is provided below.

PROJECT	AMOUNT
<b>CITY</b>	
Riverfront Island Implementation	320,000
Camera System Upgrade	150,000
Central Fire Station Generator	58,000
Central Fire Station Roof Replacement Project	165,000
Sabattus Street Fire Station Replacement Project	315,000
City Hall Building Second Floor Interior Restoration Project	104,000
Sidewalk Maintenance & Rehabilitation	301,000
Street Crosswalk Evaluation & Implementation Plan	175,000
Street Maintenance Program	2,732,000
Kennedy Park Master Plan	339,000
Marcotte Park Playground	75,000
Hudson Bus Property Soccer Field	300,000
Municipal Garage Vehicle & Equipment Replacement	1,232,500
	<b>6,266,500</b>
<b>SCHOOL</b>	
LHS Parking Lot Expansion	240,000
Montello Electrical Upgrade & Library Air Conditioning	462,000
	<b>702,000</b>
<b>WATER</b>	
Distribution Water Main Replacement/Rehabilitation	1,995,000
	<b>1,995,000</b>
<b>SEWER</b>	
Rehabilitation of Old Sanitary Sewer Mains	1,000,000
Collection System Inspection & Rehabilitation	600,000
Pump Station Replacement	205,000

CSO Separation - Various Areas	500,000
EPA Order Implementation Software	450,000
	<u>2,755,000</u>
<b>STORMWATER</b>	
Culvert Replacement Program	210,000
Jepson Brook Channel Upgrades	1,030,000
CSO Separation - Various Areas	500,000
	<u>1,740,000</u>
<b>Total Bond Order</b>	<u><u>13,458,500</u></u>

Through the City Administrator's evaluation and the public hearing process, a few projects were either eliminated or deferred without having a major impact on municipal operations.

On December 20, 2011, the City Council revised their adopted bond issue limitation ordinance (Article II. Sec. 2-34) limiting the amount of debt to be authorized for issuance in any fiscal year. The limit is capped at 80% of the average amount of annual debt retired over the three previous fiscal years, unless the debt is financed through sources other than general property taxes. The debt limitation applicable to the 2018 LCIP is \$7,851,560. Using the refined municipal sub-total of \$6,968,500, the City would be \$883,060 or 11.2% below the cap.

The total estimated impact of issuing \$13,458,500 in bonds is an additional principal requirement of \$1,010,167 in fiscal year 2020. This amount is broken down as follows: general fund - \$543,783; school department - \$54,800; water fund - \$99,750; sewer fund - \$188,833, and stormwater fund - \$123,000. In FY2018, the City will be paying \$13,777,087 in principal payments, thus paying off 102.3% of the amount borrowed. The City's general fund will be reducing principal by a net of \$81,055, excluding the summer bond sale.

Please feel free to contact me if you have any questions or concerns, and I will also be available at the public hearing.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 13**

**SUBJECT:**

Resolve authorizing submittal of an Economic and Infrastructure Development Investment grant application to the Northern Border Regional Commission for \$500,000 to support the expansion of the Lincoln Street Garage.

**INFORMATION:**

The City is eligible to apply for a grant from the Northern Border Regional Commission to help off set the costs of expanding the Lincoln Street parking garage. Staff is seeking permission to apply for this grant in the amount of \$500,000. There is a 20 % local match that is required in the amount of \$100,000.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAB/Kmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To approve the Resolve authorizing submittal of an Economic and Infrastructure Development Investment grant application to the Northern Border Regional Commission for \$500,000 to support the expansion of the Lincoln Street Garage.



## COUNCIL RESOLVE

Resolve, Authorizing Submittal of an Economic and Infrastructure Development Investment Grant Application to the Northern Border Regional Commission for \$500,000 to Support the Expansion of the Lincoln Street Garage.

Whereas, the redevelopment of Bates Mill 5 and other properties in the riverfront island will further increase parking demand in that area; and

Whereas, the City of Lewiston will need to expand parking in the riverfront island area to meet this new demand; and

Whereas, the City of Lewiston is eligible for the Northern Border Regional Commission Economic and Infrastructure Development Investment grant to assist with parking garage expansion; and

Whereas, the grant has a local match requirement of 20% or \$100,000; and

Whereas, the initial estimate for expanding the Lincoln Street Garage is approximately \$10,700,000;

**Now, therefore, be it resolved by the City Council of the City of Lewiston that**

The City Administrator is authorized to submit an application for a Northern Border Regional Commission Economic and Infrastructure Development Investment grant in the amount of \$500,000 and to accept such grant if awarded.

# Economic and Community Development

Lincoln Jeffers

Director



**To:** Honorable Mayor and Members of the City Council  
**From:** Lincoln Jeffers  
**RE:** Authorization to Apply for Northern Border Regional Commission Grant  
**Date:** May 9, 2017

The Northern Border Regional Commission is a federal program that provides grant funding for economic development in economically challenged counties in Maine, New Hampshire, Vermont and New York. Androscoggin County is an eligible county under the program. The Commission provides grants of up to \$500,000 for infrastructure projects and of up to \$250,000 for other projects. The grant must be submitted by June 2<sup>nd</sup>. The grant requires that the City Council authorize the City Administrator to submit an application.

Lewiston applied for a \$250,000 NRBC grant last year to assist with the cost of building Phase II of the Lincoln Street Parking Garage. The city was not chosen for funding, but Mark Scarano, the NBRC Federal Co-Chair, encouraged the city to apply again. A silver lining to not being chosen for funding is that over the last year, the cap on infrastructure projects was doubled. Earlier this week, Misty and I met with Mr. Scarano, and Alan Brigham, Regional Director for the Economic Development Administration to more fully inform them of Bates Mill #5 redevelopment plans and progress. Tom Platz participated in the meeting, as did Bob Thompson and Amy Landry from AVCOG.

Both the NBRC and EDA programs like to invest in public infrastructure projects that will result in the creation of high quality jobs, leverage private sector investment, and help transform communities. One of the NBRC selected strategies is to support downtown revitalization efforts tied to business retention and attraction objectives of communities. Lewiston was encouraged to apply for grants from both program directors, who were impressed with the redevelopment to date of the Bates Mill Complex and plans for Bates #5.

Misty and I have begun working on the NBRC grant application, which will seek up to \$500,000 in funding that will be used to reduce the city's debt service on Phase II of the Lincoln Street parking garage which, in turn, will reduce the impact on Lewiston's debt issuance requirements. NRBC grants require a 20% match, which will easily be met by city bonding for the garage. Applying for this NRBC grant does not require the City to go forward with the redevelopment of Bates #5, but it is a funding source that will reduce the fiscal impact to the City if approved. The City will also be applying for an EDA grant of between \$1.5 and

\$2 million. The amount we apply for will be determined by further discussions with the program director.

Redevelopment of Bates Mill #5 will transform our western gateway, significantly increase the tax base, and provide a place where high quality jobs are created in the community. In Phase I of the mill's redevelopment, it will leverage an estimated \$35 million in private sector investment, and an estimated \$70 million when complete.

The City Council is being asked to approve a Resolution authorizing the City Administrator to sign and submit a \$500,000 grant application to the NBRC that will be used toward construction of Phase II of the Lincoln Street Parking Garage.

# LEWISTON CITY COUNCIL

## MEETING OF MAY 16, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 14**

**SUBJECT:**

Order authorizing the City Administrator to submit and accept a grant from the Maine Historic Preservation Commission to undertake the necessary research to complete documentation necessary to create a Downtown Lisbon Street/Main Street National Register Historic District.

**INFORMATION:**

The owner of the building at 197 Lisbon Street is working to have the property listed as a contributing structure within the National Register Historic District. There are grant funds available from the state to pay for such work. The grant funds are from the Maine Historic Preservation Commission and must be applied for and administered through a local government. Please see the memorandum from Gil Arsenault, Director of Planning and Code Enforcement, for additional information.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator recommends approval of the requested action.

*EAST kmh*

**REQUESTED ACTION:**

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To approve the Order authorizing the City Administrator to submit and accept a grant from the Maine Historic Preservation Commission to undertake the necessary research to complete documentation necessary to create a Downtown Lisbon Street/Main Street National Register Historic District.



**COUNCIL ORDER**

**Order,** Order, Authorizing the City Administrator to Submit and Accept a Grant from the Maine Historic Preservation Commission To Undertake the Necessary Research to Complete Documentation Necessary to Create a Downtown Lisbon Street/Main Street National Register Historic District.

Whereas, the owner of the building at 197 Lisbon Street is seeking to have that property listed as a contributing structure within said National Register Historic District; and

Whereas, to apply for such a listing, the applicant must complete and submit the necessary research required for such district designation; and

Whereas, the Maine Historic Preservation Commission provides a grant program to fund a portion of these costs; and

Whereas, such grants will cover 50% of the cost but must be matched with 50% non-federal share; and

Whereas, the building's owner will cover 35% (i.e., \$9,500) of the non-federal share and the City will cover 15% (i.e., \$4,000); and

Whereas, applications for grant funding must be submitted by a local government; and

Whereas, the City will be responsible for ensuring that the project is carried out according to federal and state requirements; and

Whereas, listing on the national register will provide the building owner with access to federal and state historic tax credits;

**Now, therefore, be it ordered by the City Council of the City of Lewiston** that

the City Administrator is Hereby Authorized to Submit and Accept a Grant from the Maine Historic Preservation Commission to Undertake the Necessary Research to Complete Documentation Necessary to Create a Downtown Lisbon Street/Main Street National Register Historic District with the owner of the property at 197 Lisbon Street providing \$9,500 in matching funds and the City providing \$4,000, the City share to be funded through repayments received from a \$93,000 United States Economic Development Initiative Grant.

# MEMORANDUM

TO: Mayor Robert E. Macdonald  
Members of the City Council

FR: Gildace J. Arsenault, Director of Planning and Code Enforcement

RE: Grant Application for finding to nominate a portion of Lisbon Street and Main Street as a National Register District

DT: May 10, 2017

Jules Patry dba Bradford & Conant LLC purchased 197 Lisbon Street this past January, and, as you may have noticed, Mr. Patry has removed the Lisbon Street building façade. Mr. Patry has plans to create market rate housing on the upper stories with the first floor slated for a commercial tenant or tenants. The building is not individually eligible for listing on the National Register of Historic Places; however, if it is located within a National Register Historic District, it would be considered a contributing structure. Such designation is very important as it would permit the use of historic preservation tax credits. Tax credits can make a project that would otherwise not be financially feasible without credits to a bankable project.

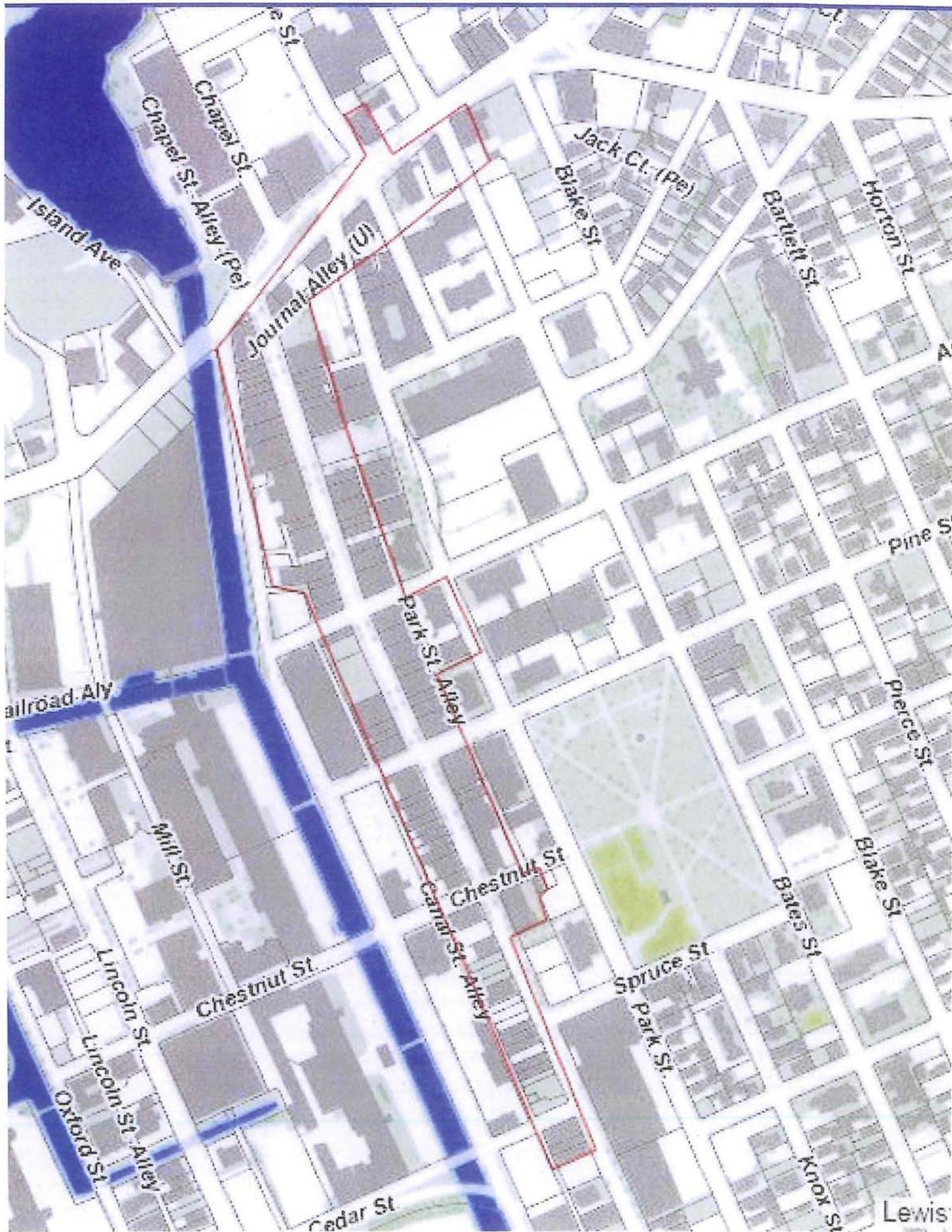
Economic and Community Development Director Lincoln Jeffers, Economic Development Specialist Misty Parker, and I have been working with Mr. Patry and his preservation consultant, Scott Hanson of Sutherland Conservation & Consulting, with respect to the creation of a downtown Lisbon Street/Main Street Historic District. William Clifford, Jr., Chair of the Historic Preservation Review Board, and I met with Assistant Director Christi Mitchell and National Register and Survey Coordinator Michael Goebel-Bain of the State of Maine Historic Preservation Commission on this matter. The creation of a downtown Lisbon Street/Main Street Historic District was discussed at the monthly meeting of the Historic Preservation Review Board on May 4, 2017. All parties involved at this point are very excited about the prospect of the creation of this district. District designation would be a very positive step that could help with the reuse and preservation of historic assets in the downtown.

The Maine State Historic Preservation Commission has an upcoming grant opportunity for Certified Local Governments (CLG) that could cover 50% of the cost to prepare the nomination documents. Lewiston is a CLG as the City takes affirmative steps to preserve, protect and enhance buildings and areas which represent or reflect distinctive and important elements of the city's architectural, archaeological, cultural, social, economic, ethnic and political history; to safeguard the city's historic and cultural heritage; to provide procedures for local review of changes to significant structures and for new construction, reconstruction, building alteration, and demolition within

designated historic districts; and to provide demolition delay provisions for designated historic, contributing and other important buildings and structures. The Lewiston Historic Preservation Review Board is charged with carrying out the duties identified in Appendix A, Article XV, Significant Buildings and Districts of the Zoning and Land Use Code to achieve the above stated purposes.

The cost to prepare the requisite documents for the nomination of the proposed district is \$27,000. Staff requests that the City Council authorize City Administrator Ed Barrett to apply for and expend grant funds for the preparation of nomination documents for a new downtown Lisbon Street/Main Street National Historic District. The City would be the grant applicant (as we were on behalf of Gabby Russell for 233 Lisbon Street – December 6, 2016); however, it would be a pass-thru grant to Jules Patry. Staff would work very closely with him, his preservation consultant, and the State of Maine Preservation Commission to ensure that the project meets all applicable regulations. If approved by the Council and if the grant is awarded, Mr. Patry will provide \$9,500 for a portion of the match and the City would provide \$4,000. The \$4,000 would come from a \$93,000 Economic Development Initiative Grant that had a loan repaid. Upon project completion and once all requirements have been met and satisfied, Mr. Patry will provide \$9,500 to the City, the City will pay the \$27,000, and we will then submit a request to the Maine State Historic Preservation Commission for the \$13,500 grant. As mentioned the City share of the total cost will be \$4,000.

Attached please find a map of the proposed district.



# LEWISTON CITY COUNCIL

## MEETING OF MAY 17, 2017

**AGENDA INFORMATION SHEET:**

**AGENDA ITEM NO. 15**

**SUBJECT:**

Resolve making an Appropriation from the General Fund's Unassigned Fund Balance for the purpose of providing a One-Year Reduction in the Stormwater Utility Base Rate.

**INFORMATION:**

This item has been requested by Councilor Lachance. It would appropriate \$321,690 from the City's unassigned fund balance to reduce the base stormwater rate from \$60 to \$30 for the coming year in an effort to provide ratepayers and property owners some relief from increasing utility rates and tax rates anticipated for next year.

The City's policy on unassigned fund balance calls for a floor of 8% of total general fund revenues and a ceiling of 12%. At the end of the prior fiscal year, the percentage stood at 13.4%. Since then, a mid-year appropriation to purchase a new fire pumper and the appropriation of \$2,333,159 for various one-time and capital expenses associated with the Fiscal Year 18 budget have reduced fund balance to \$12,598,348, 10.9% or about \$1 million above the Council's 10% target. Please note that the Council has also discussed holding this additional amount against anticipated expenses associated with the multi-year planned replacement of our fire substations. This appropriation would reduce our balance to \$12,276,659, or 10.6%, or about \$700,000 above the 10% target.

This proposal would provide some relief to residents by reducing the base stormwater fee that applies to all accounts from \$60 to \$30. It would be particularly beneficial to single family homeowners who are only subject to the base rate with lesser impact on duplexes, where the annual fee would fall from \$90 to \$60 and further smaller impacts on other properties where the majority of the fee is generally based on impervious surface square footage. There is also no guarantee that this reduction can continue in future years, a decision that would be made for future Councils based on the status of the City's unallocated fund balance. Should the base reduction not continue, note that single family homeowners would experience a 100% increase in their fee at that point.

**APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:**

The City Administrator does not support the requested action.

*ERABlkmm*

**REQUESTED ACTION:**

1	2	3	4	5	6	7	M
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To approve the Resolve making an Appropriation from the General Fund's Unassigned Fund Balance for the purpose of providing a One-Year Reduction in the Stormwater Utility Base Rate.



**CITY OF LEWISTON, MAINE**

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**May 16, 2017**

**COUNCIL RESOLVE**

**Resolve,** Making an Appropriation from the General Fund's Unassigned Fund Balance for the Purpose of Providing a One-Year Reduction in the Stormwater Utility Base Rate

Whereas, as part of the City's annual budget, the Council recently increased stormwater fees by 15%, including an increase in the base rate from \$50 to \$60; and

Whereas, the general fund budget for the coming year will result in an increase in the property tax rate that may result in an increased property tax bill for our residents; and

Whereas, sewer rates are also proposed to increase; and

Whereas, it is appropriate for the City Council to consider ways to mitigate the impact of these increases on our residents and tax payers; and

Whereas, City policy calls for the General Fund's unassigned fund balance to be between 8% and 12% of annual City revenues; and

Whereas, the unassigned balance is currently above the 10% level that the Council has indicated would be acceptable for this year; and

Whereas, as a result, an appropriation from unassigned fund balance could be made to provide for at least a one-year reduction, from \$60 to \$30 in the base stormwater fee;

**Now, therefore, be it Resolved by the City Council of the City of Lewiston that**

There is hereby appropriated the sum of \$321,690 from the General Fund's Unassigned Balance, said appropriation to be transferred to the Stormwater fund for the purpose of reducing the base stormwater fee from \$60 to \$30 for a one-year period unless future similar appropriations are made.