



Town of Camden Select Board Meeting

November 1, 2016 – 6:30 PM

Washington Street Conference Room

*Select Board meetings are broadcast live on cable TV Channel 22 and
web streamed at www.townhallstreams.com/locations/camden-me*

- A. Call to Order
- B. Communications, Presentations, and Recognitions
 - 1. Presentation regarding *ecomaine*
Lissa Bitterman of *ecomaine* and Jim Guerra, Manager of Mid-Coast Solid Waste Corporation, will discuss Town Meeting Warrant Article #2:
- C. Citizen Comments for items *not* on the agenda
This time is set aside for members of the public to comment on any town-related issue that is not on the agenda.
- D. Approval of Select Board Minutes of October 4
- E. Lodging and Victualers Licenses
 - 1. The Inn at Camden Place at 14 Tannery Lane for a renewal lodging license
 - 2. Elm Street Grill at 115 Elm Street for a renewal victualers license
 - 3. Towne Motel at 68 Elm Street for a renewal lodging and victualers license
 - 4. Owl & Turtle Bookshop Café at 33 Bay View Street for a victualers license (new owner)
- E. Select Board Member Reports
- F. New Business
 - 1. Accept the recommendation of the Energy Committee and the Conservation Commission to pursue establishing a solar energy project on Town-owned property located at Sagamore Farm Road
 - 2. Consideration of and award bid for the Public Safety Building roof replacement
 - 3. Approval of lease agreement to purchase a 2010 Pisten Bully snow groomer in the amount of \$166,950 to be financed through Androscoggin Bank at an interest rate of 2.92%
 - 4. Authorization to all part-time employees to enroll in the Town's health insurance at the employee's expense

5. Appointment of members to the following committees:

- a) Ethan Snow as an alternate member to the Zoning Board of Appeals
- b) Sam Johnson as a regular member to the Camden Conservation Commission
- c) David Dickey to the W. H. Pascal Trust Fund Board of Trustees

G. Town Manager Report

Adjourn

Convene as Wastewater Commissioners

1. Set the Wastewater Rates for 2017

Note: The current rate is \$5.62 per 100 cubic feet use. The proposed rate is \$5.70. Therefore the minimum user charge would be \$57.00 per quarter or an 8 cent increase. The minimum user charge is based on using 10,000 cubic feet of water per quarter.

Adjourn

FOR TOWN OFFICE USE

Fee Schedule: (1 Bedroom = \$ 10.00; 2 or more bedrooms = \$ 10.00 plus \$1.00 for each bedroom in excess of one bedroom)

Amount of Fee Paid: _____ New Application: _____ Renewal Application: _____ Present License Exp. Date: _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

TOWN OF CAMDEN
LODGING ESTABLISHMENT APPLICATION FORM

Applicant's Name: Zachary Cohn
(Please list all Applicant's if more than one)

Date(s) of Birth of all applicants: May 19, 1978

Business Name: The Inn at Camden Place

Business Location: 14 Tannery Lane Camden, Me.

Business Mailing Address: 14 Tannery Lane, Camden, Me 04843

Telephone Number: 207-236-4616

1) Total number of bedrooms located within structures on your property: 11 (Including Owners & Staff)

2) Total number of bedrooms in #1 above which conform to one of these approved Zoning categories (enter quantity for rent.)

a) Homestay Max 2 b) Rooming House c) Inn 11 d) Hotel or Motel

3) Has the number of rooms in your lodging establishment changed since the Town's last lodging license approval? Yes No [checked] If yes, please explain

4) Has the operation of your lodging establishment changed since the Town's last lodging license approval? (i.e. increase or decrease in number of rooms; year-round to seasonal; seasonal to year-round, etc.) Yes No [checked]

If yes, please explain:

5) Describe briefly any food and drink services offered: Coffee in lobby

Number of parking spaces provided: a) On-site 11 b) Owned off-site c) Leased off-site d) N/A; Lawful nonconforming ("grandparented")

7) Date of expiration of current State of Maine Human Services Eating and Lodging License: 01/03/2017
(Please attach a copy to this application, this certificate is issued from the State not the town)

- 8) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes _____ No
- 9) Is there any formal charging instrument now pending against you in the state of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person? Yes _____ No
- 10) Have you, as applicant, been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A, M.R.S.A., Section 5-307(b)? Yes _____ No
- 11) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years? Yes _____ No
- 12) Are you an illegal alien? Yes _____ No
- 13) Have you had three or more convictions for crimes punishable by less than one year imprisonment within five (5) years of the date of this application? Yes _____ No
- 14) Have you been adjudicated as having committed a juvenile offense pursuant to the laws of the state of Maine or any jurisdiction within five (5) years of the date of application? Yes _____ No

The applicant shall contact the Camden Fire Department (236-7950) to schedule a Life Safety Code inspection as referenced in the Camden Fire Prevention and Protection Ordinance. This application will not be accepted until signed off by the Camden Fire Department verifying that this facility complies with the Camden Fire Prevention and Protection Ordinance.

b) Verified quantity of Rooms.: a) Homestay _____ b) Rooming House _____ c) Inn
 d) Hotel or Motel _____

By _____ Date: _____


 Signature of Camden Fire Department Inspector

10-5-16
 Date


 Signature of Applicant

10-5-16
 Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1.

(Questions #8 - #14 pertain to Lodging Establishment Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201_____.

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FOR CODE ENFORCEMENT / FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 3) Number of bedrooms' licensed by DHHS _____, Permitted by Camden _____,
- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) Bill O'Donnell
Date of Code Officer's Inspection: 10.6.16

State of Maine
DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 7427

LODGING 4-15 ROOMS 11 Rooms

INN @ CAMDEN PLACE
14 TANNERY LN
CAMDEN ME 04843-1709

EXPIRES: 01/03/2017

FEE: \$150.00

ATTN LINDA KIRBY
ICP LLC
INN @ CAMDEN PLACE
73 ELM ST
CAMDEN ME 04843

Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

FOR TOWN OFFICE USE

\$20 Fee Paid on: _____ New Application: _____ Renewal Application: _____ Present License Exp. Date: _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

TOWN OF CAMDEN
VICTUALER LICENSE APPLICATION FORM

Applicant's Name: Heather Smith
(Please list all applicants, if more than one)

Date(s) of Birth of all applicants: 2-1-81

Business Name: Elm Street Grill

Business Location: 115 Elm St. Camden ME 04843

Business Mailing Address: PO Box 92
Warren ME 04864

Telephone Number: 214-9499

Describe briefly the food and drink services offered: Dining, Beers + Wine

1) On premise-meals served? Yes No Seating capacity? 72

2) Take-out service? Yes No Fast food? Yes No
Sit Down? Yes No

3) Number of parking spaces provided:
a) On-site 18 c) Leased off-site _____
b) Owned off-site _____ d) NA; Lawful nonconforming use _____ ("grandparented")

4) Has the number of seats in your eating establishment changed since the Town's last Victualer's License approval?
Yes No If yes, please explain: _____

5) Have there been any changes in the operation of your eating establishment since the Town's last Victualer's License approval? (i.e. fast food to sit down; sit down to fast food, etc) Yes No

6) Date of expiration of current State of Maine Human Services Eating License: 12/19/16
(Please attach a copy to this application, this certificate is issued from the State not the town)

7) Is your premises connected to an approved septic disposal system or the town's public sewer system?
Yes No

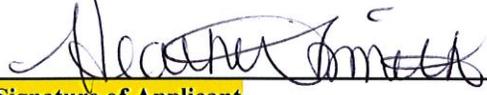
8) Has adequate provision been made for the storage and disposal of waste and garbage?
Yes No

- 9) If food is cooked on the premises, is there an approved vent from the cooking area to the outside? Yes No _____
- 10) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes _____ No
- 11) Is there any formal charging instrument now pending against you in the state of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person? Yes _____ No
- 12) Have you, as applicant, been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A, M.R.S.A., Section 5-307(b)? Yes _____ No
- 13) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years? Yes _____ No
- 14) Are you an illegal alien? Yes _____ No
- 15) Have you had three or more convictions for crimes punishable by less than one year imprisonment within five (5) years of the date of this application? Yes _____ No
- 16) Have you been adjudicated as having committed a juvenile offense pursuant to the laws of the state of Maine or any jurisdiction within five (5) years of the date of application? Yes _____ No

The applicant shall contact the Camden Fire Department (236-7950) to schedule a Life Safety Code inspection as referenced in the Camden Fire Prevention and Protection Ordinance. This application will not be accepted until signed off by the Camden Fire Department verifying that this facility complies with the Camden Fire Prevention and Protection Ordinance.


Signature of Camden Fire Department Inspector

10/13/16
Date


Signature of Applicant

10/12/16
Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1).

(Questions #9 - #15 pertain to Victualer Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201____.

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FOR CODE ENFORCEMENT & FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) Bill O'Donnell _____
Code Officer's inspection of establishment (new applications) _____
Date of Code Officer's Inspection (if applicable): _____

State of Maine
DEPARTMENT OF HEALTH AND HUMAN SERVICES

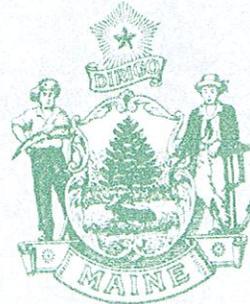
EST ID: 9610

EATING PLACE 30-75 SEATS 70 Seats (in)

EXPIRES: 12/19/2016

ELM STREET GRILLE
115 ELM ST
CAMDEN ME 04843-1906

FEE: \$195.00



SMITH, HEATHER L
ELM STREET GRILLE
PO BOX 92
WARREN ME 04864

Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

FOR TOWN OFFICE USE

Fee Schedule: (1 Bedroom = \$ 10.00; 2 or more bedrooms = \$ 10.00 plus \$1.00 for each bedroom in excess of one bedroom)

Amount of Fee Paid: _____ New Application: _____ Renewal Application: _____ Present License Exp. Date: _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

TOWN OF CAMDEN
LODGING ESTABLISHMENT APPLICATION FORM

Applicant's Name: Siobhan Kelly 4-27-62
(Please list all Applicant's if more than one) Katja Hawlitsch KA 12-4-60

Date(s) of Birth of all applicants: _____

Business Name: LLC Maine DBA Toune Motel

Business Location: 68 Elm St

Business Mailing Address: Same

Telephone Number: 207-236-3377

1) Total number of bedrooms located within structures on your property: 18 (17 guest, 1 owner's) (Including Owners & Staff)

2) Total number of bedrooms in #1 above which conform to one of these approved Zoning categories (enter quantity for rent.)

a) Homestay _____ Max 2 b) Rooming House _____ c) Inn _____ d) Hotel or Motel 17

3) Has the number of rooms in your lodging establishment changed since the Town's last lodging license approval? Yes _____ No [X] If yes, please explain _____

4) Has the operation of your lodging establishment changed since the Town's last lodging license approval? (i.e. increase or decrease in number of rooms; year-round to seasonal; seasonal to year-round, etc.) Yes _____ No [X]

If yes, please explain: _____

5) Describe briefly any food and drink services offered: muffins + coffee

Number of parking spaces provided:
a) On-site 17 c) Leased off-site 0
b) Owned off-site 0 d) N/A; Lawful nonconforming 0 ("grandparented")

7) Date of expiration of current State of Maine Human Services Eating and Lodging License: 9-16-16
(Please attach a copy to this application, this certificate is issued from the State not the town)

- 8) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes _____ No
- 9) Is there any formal charging instrument now pending against you in the state of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person? Yes _____ No
- 10) Have you, as applicant, been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A, M.R.S.A., Section 5-307(b)? Yes _____ No
- 11) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years? Yes _____ No
- 12) Are you an illegal alien? Yes _____ No
- 13) Have you had three or more convictions for crimes punishable by less than one year imprisonment within five (5) years of the date of this application? Yes _____ No
- 14) Have you been adjudicated as having committed a juvenile offense pursuant to the laws of the state of Maine or any jurisdiction within five (5) years of the date of application? Yes _____ No

The applicant shall contact the Camden Fire Department (236-7950) to schedule a Life Safety Code inspection as referenced in the Camden Fire Prevention and Protection Ordinance. This application will not be accepted until signed off by the Camden Fire Department verifying that this facility complies with the Camden Fire Prevention and Protection Ordinance.

**b) Verified quantity of Rooms.: a) Homestay _____ b) Rooming House _____ c) Inn _____
d) Hotel or Motel _____**

By _____ Date: _____

Signature of Camden Fire Department Inspector

Date

Signature of Applicant

Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1.)

(Questions #8 - #14 pertain to Lodging Establishment Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201____.

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FOR CODE ENFORCEMENT / FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 3) Number of bedrooms' licensed by DHHS _____, Permitted by Camden _____,
- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) Bill O'Donnell
Date of Code Officer's Inspection: 10.19.16

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 2244

LODGING 16-75 ROOMS 18 Rooms

TOWNE MOTEL
68 ELM ST
CAMDEN ME 04843-1907

EXPIRES: 09/16/2017

FEE: \$175.00

ATTN KATJA HAWLITSCHKA
INN TOWN LTTC MAINE LLC
TOWNE MOTEL
68 ELM ST
CAMDEN ME 04843

Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

▽ DETACH HERE ▽

The Maine Public Smoking Act, 22 M.R.S.A. §1542, prohibits smoking in any enclosed public place, including eating establishments. Pursuant to 22 M.R.S.A. §1550, smoking is also prohibited in all outdoor eating areas which are available for dining or beverage service, including self-service. Smoking by employees of any eating establishment is governed by the Workplace Smoking Act, 22 M.R.S.A. §1580-A, which requires employers to establish and post written policies concerning smoking or non-smoking by employees. In the event workplace smoking is allowed, employees may only smoke in designated smoking areas at least 20 feet from any entryway, vent or doorway, and in no event may environmental tobacco smoke be permitted to circulate into enclosed areas of the eating establishment. For free guidance regarding smoking policy and to receive smoke-free signage, please contact the Maine Center for Disease Control and Prevention's Partnership For A Tobacco-Free Maine at www.tobaccofreemaine.org or call 207-287-4627.

FOR TOWN OFFICE USE

\$20 Fee Paid on: _____ New Application: _____ Renewal Application: _____ Present License Exp. Date: _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

TOWN OF CAMDEN
VICTUALER LICENSE APPLICATION FORM

Applicant's Name:
(Please list all
applicants, if more than one)

Siobhan Kelly 4-27-62
Kaitja Hawolitschka 12-4-60

Date(s) of Birth of all applicants:

Business Name:

LLTC Maine DBA Town Motel

Business Location:

68 Elm Street

Business Mailing Address:

Same

Telephone Number:

207-236-3377

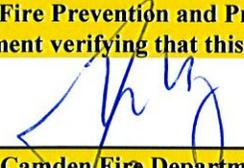
Describe briefly the food and drink services offered:

muffins + coffee

- 1) On premise-meals served? Yes _____ No X Seating capacity? 10
- 2) Take-out service? Yes _____ No X Fast food? Yes _____ No X
Sit Down? Yes X No _____ limited
- 3) Number of parking spaces provided:
a) On-site 17 c) Leased off-site 0
b) Owned off-site 0 d) NA; Lawful nonconforming use 0 ("grandparented")
- 4) Has the number of seats in your eating establishment changed since the Town's last Victualer's License approval?
Yes _____ No X If yes, please explain: _____
- 5) Have there been any changes in the operation of your eating establishment since the Town's last Victualer's License approval? (i.e. fast food to sit down; sit down to fast food, etc) Yes _____ No X
- 6) Date of expiration of current State of Maine Human Services Eating License: 9-16-16
(Please attach a copy to this application, this certificate is issued from the State not the town)
- 7) Is your premises connected to an approved septic disposal system or the town's public sewer system?
Yes X No _____
- 8) Has adequate provision been made for the storage and disposal of waste and garbage?
Yes X No _____

- 9) If food is cooked on the premises, is there an approved vent from the cooking area to the outside? Yes No _____
- 10) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes _____ No
- 11) Is there any formal charging instrument now pending against you in the state of Maine or any other jurisdiction for a crime which is punishable by one year or more of imprisonment or for any other crime allegedly committed by the applicant with the use of a dangerous weapon or of an offense involving use of a firearm against another person? Yes _____ No
- 12) Have you, as applicant, been adjudicated to be an incapacitated person pursuant to state law or, if such adjudication has occurred, that designation has been removed by order under Title 18-A, M.R.S.A., Section 5-307(b)? Yes _____ No
- 13) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years? Yes _____ No
- 14) Are you an illegal alien? Yes _____ No
- 15) Have you had three or more convictions for crimes punishable by less than one year imprisonment within five (5) years of the date of this application? Yes _____ No
- 16) Have you been adjudicated as having committed a juvenile offense pursuant to the laws of the state of Maine or any jurisdiction within five (5) years of the date of application? Yes _____ No _____

The applicant shall contact the Camden Fire Department (236-7950) to schedule a Life Safety Code inspection as referenced in the Camden Fire Prevention and Protection Ordinance. This application will not be accepted until signed off by the Camden Fire Department verifying that this facility complies with the Camden Fire Prevention and Protection Ordinance.

	18 Oct 2016
Signature of Camden Fire Department Inspector	Date
	10/18/16
Signature of Applicant	Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1).

(Questions #9 - #15 pertain to Victualer Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201____.

=====

FOR CODE ENFORCEMENT & FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) Bill O'Donnell _____
Code Officer's inspection of establishment (new applications) _____
Date of Code Officer's Inspection (if applicable): 10.19.16 _____

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 2244

LODGING 16-75 ROOMS 18 Rooms

TOWNE MOTEL
68 ELM ST
CAMDEN ME 04843-1907

EXPIRES: 09/16/2017

FEE: \$175.00

ATTN KATJA HAWLITSCHKA
INN TOWN LTTC MAINE LLC
TOWNE MOTEL
68 ELM ST
CAMDEN ME 04843

Mary C. Mayhew
COMMISSIONER

NON-TRANSFERABLE

▽ DETACH HERE ▽

The Maine Public Smoking Act, 22 M.R.S.A. §1542, prohibits smoking in any enclosed public place, including eating establishments. Pursuant to 22 M.R.S.A. §1550, smoking is also prohibited in all outdoor eating areas which are available for dining or beverage service, including self-service. Smoking by employees of any eating establishment is governed by the Workplace Smoking Act, 22 M.R.S.A. §1580-A, which requires employers to establish and post written policies concerning smoking or non-smoking by employees. In the event workplace smoking is allowed, employees may only smoke in designated smoking areas at least 20 feet from any entryway, vent or doorway, and in no event may environmental tobacco smoke be permitted to circulate into enclosed areas of the eating establishment. For free guidance regarding smoking policy and to receive smoke-free signage, please contact the Maine Center for Disease Control and Prevention's Partnership For A Tobacco-Free Maine at www.tobaccofreemaine.org or call 207-287-4627.

FOR TOWN OFFICE USE

\$20 Fee Paid on: _____ **New Application:** _____ **Renewal Application:** _____ **Present License Exp. Date:** _____

NEW LICENSE EXPIRATION DATE AFTER SELECT BOARD APPROVAL: _____

**TOWN OF CAMDEN
VICTUALER LICENSE APPLICATION FORM**

Applicant's Name: Craig White
(Please list all applicants, if more than one) Maggie White

Date(s) of Birth of all applicants: 11/26/1976
08/01/1977

Business Name: Owl and Turtle Bookshop Cafe

Business Location: 33 Bayview Street

Business Mailing Address: 33 Bayview Street
Camden, ME 04843

Email Address: craiglywhite@yahoo.com

Telephone Number: 843.614.9747

Describe briefly the food and drink services offered: We will offer a variety of coffee beverages and teas, along with hot chocolate. We will offer canned/ bottled beverages as well. We will offer a very small selection of pastries that will be purchased from a baker. No food will be prepared onsite.

- 1) On premise-meals served? Yes No _____ Seating capacity? ¹⁴ _____
- 2) Take-out service? Yes No _____ Fast food? Yes _____ No
Sit Down? Yes No _____
- 3) Number of parking spaces provided:
a) On-site 0 c) Leased off-site 0
b) Owned off-site 0 d) NA; Lawful nonconforming use 0 ("grandparented")
- 4) Has the number of seats in your eating establishment changed since the Town's last Victualer's License approval?
Yes _____ No If yes, please explain: _____
- 5) Have there been any changes in the operation of your eating establishment since the Town's last Victualer's License approval? (i.e. fast food to sit down; sit down to fast food, etc) Yes _____ No
- 6) Date of expiration of current State of Maine Human Services Eating License: _____
(Please attach a copy to this application, this certificate is issued from the State not the town)
- 7) Is your premises connected to an approved septic disposal system or the town's public sewer system?
Yes No _____

- 8) Has adequate provision been made for the storage and disposal of waste and garbage?
Yes No
- 9) If food is cooked on the premises, is there an approved vent from the cooking area to the outside? Yes _____
No _____ ****NO FOOD COOKED ON PREMISES**
- 10) Have you, as applicant, been convicted of a crime in the state of Maine or in any other jurisdiction which is punishable by one year or more imprisonment or for any other crime committed with the use of a dangerous weapon or of an offense involving the use of a firearm against another person within five (5) years of the date of application? Yes _____ No
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- 13) Have you, as applicant, been dishonorably discharged from the military forces within the past five (5) years?
Yes _____ No
- 14) Are you an illegal alien? Yes _____ No
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[Signature]
Signature of Camden Fire Department Inspector

12 Oct 2016 Recommend the installation of a Knox Box.
Date

[Signature]
Signature of Applicant

10/12/16
Date

Please return the completed application to the Town Manager's Office on or before: _____ along with the appropriate license application fee (fee scheduled explained at the top of Page 1.

(Questions #9 - #15 pertain to Victualer Ordinance requirements. A copy of the full text of the Ordinance is available at the Town Clerk's Office.)

Approved by the Camden Select Board on _____, 201____.

FOR CODE ENFORCEMENT & FIRE DEPARTMENT USE ONLY

- 1) Zone _____ 2) Tax Map _____ Lot _____ 3) Lot Size _____
- 2) Planning Board or Zoning Board approved restrictions or conditions: _____

- 4) Fire Chief's Annual Inspection (new and renewal applications) _____
Date of Fire Chief's Inspection: _____
- 5) Code Officer's Annual Inspection (new and renewal applications) _____
Code Officer's inspection of establishment (new applications) Bile O'Connell
Date of Code Officer's Inspection (if applicable): 10.13.14

State of Maine Health Inspection Report

Page 4 of 4

Establishment Name

OWL & TURTLE BOOKSHOP & CAFE

Date 10/7/2016

License Expiry Date/EST. ID#

1/2/2017 / 24812

Address

33 BAYVIEW ST

City / State

CAMDEN

ME

Zip Code

04843

Inspection Notes

Ok to issue license upon change of ownership. Certified Food Protection Manager - Exempt

Unless directed otherwise, all Eating Establishments are required to submit a copy of their Certified Food Protection Manager (CFPM) certificate. A CFPM must be hired within 90 days of a new eating establishment opening or when a CFPM leaves employment. For a list of CFPM courses and trainers go to <http://www.maine.gov/healthinspection/training.htm>

Please provide a copy of this certification(s) to your inspector Dean Jackson by emailing to Dean.jackson@maine.gov or faxing to 207-287-3165. A copy may also be sent to Carol Gott, Health Inspection Program, 286 Water St. 3rd Floor, Augusta, ME 04333 or carol.gott@maine.gov.

Please include the name of your establishment and the establishment ID# with your certification(s).

2013 Maine Food Code Adoption

The Maine Food Code was adopted in October of 2013. Please refer to our website for a copy, <http://www.maine.gov/healthinspection>. Following are a few of the major changes:

- * No Bare Hand Contact with Ready-To-Eat Food. Handlers are required to use gloves, utensils, deli papers, etc., to avoid bare hand contact with ready-to-eat food;
- * Establishments must have clean-up procedures for employees to follow following vomiting and diarrheal events;
- * Responsibilities of the person in charge for ill employees (exclusions and restrictions); and,
- * Date marking of Ready-to-eat potentially hazardous foods.

Violation Correction Timeframe

Critical violations should be corrected on site, but in any event, within 10 days. The licensee must contact the inspector when the critical violation has been addressed at 207-() or email (). Non-critical violations must be corrected within 30 days. Failure to satisfactorily correct these violations before the follow-up inspection may result in enforcement proceedings by the Department to include fines and penalties, which are outlined in Sections 7, 8 and 9 of the Rules Relating to the Administration and Enforcement of Establishments Licensed by the Health Inspection Program available at <http://www.maine.gov/healthinspection>. License renewals can be denied if violations are not corrected within the noted timeframes.

C= Critical violation and NC= Non-critical violation

“Critical violation” means a provision of the Food Code that, if in non-compliance, is more likely than other violations to contribute to food contamination, illness or environmental health hazard.

Additional Inspection Fee

License fees provide for two inspections per year. When additional inspections are required, the Department may charge an additional \$100 fee to cover the costs of each additional inspection or visit.

Document Retention/Posting

Pursuant to the Maine Food Code, the establishment’s current license must be displayed. In addition, a sign or placard must be posted in a conspicuous area notifying consumers that a copy of the most recent inspection report is available upon request. CFPM certificates must be posted in a conspicuous area and must be available to the Department upon request.

Person in Charge (Signature)

Date: 10/7/2016

Health Inspector (Signature)

Office Use Only: ID # 24812 Date Issued _____ Exp. Date _____ Clk # 171 Amount Rec. 100

**STATE OF MAINE HEALTH INSPECTION PROGRAM
LICENSE APPLICATION**

RECEIVED
SEP 29 2016
HEALTH INSPECTION
PROGRAM

Name of the business: Owl & Turtle Bookshop Café
Location of Business, E-911 Address: 33 Bayview Street Town/City, Zip Code: Camden, 04843
Mailing Address; Town/City, Zip Code: 33 Bayview Street, Camden, ME 04843
Business Telephone: 207.230.7335 Business E-mail: craiglywhite@yahoo.com
Contact Person's Name: Craig White Contact Phone #: 843.614.9747
Contact FAX #: None Contact E-mail: craiglywhite@yahoo.com

THERE IS A 30 DAY REVIEW PERIOD AFTER RECEIPT OF A COMPLETED APPLICATION. INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED AND WILL BE RETURNED FOR COMPLETION. A BUSINESS MUST NOT OPERATE UNTIL AN INSPECTION IS PERFORMED AND A LICENSE IS ISSUED.

1. Licensing Information:

This business (check one):

- is new and has never been licensed.
- is presently was previously licensed by the Department of Agriculture. If so, provide Department of Agriculture License ID# _____
- is presently was previously licensed by the Department of Health and Human Services. If so, provide D.H.H.S. License EST ID# 24812

2. Business information:

Please check one: Corporation/LLC Individual Partnership Association Other

Corporation, Association, Partnership or LLC Name: Owl & Turtle Bookshop Café

Owner(s) Name: Maggie White and Craig White

My business corporation is in good standing with the Secretary of State and all State Licensing Boards.
 Yes No

Planned Opening Date: 11/01/2016 (Allow at least 30 days following your submission of a completed application)

Duration of Operation: Year round Seasonal: Opening Date _____ Closing Date _____

Name of Temporary Event _____ Temporary: Dates of event _____ to _____

If you have a mobile unit are you going to be attending fairs and festivals? Yes _____ No _____

3. Former Owner's Information, if applicable:

Former Owner's Name: Rick and Elaine Knight Former Business Name: Owl & Turtle Bookshop & Cafe

4. Business Proposal:

A. Check all boxes that apply: Are you proposing to remodel to change ownership to change use to increase use or other? Specify: _____

B. Describe the business: It is a bookshop with a small coffee cafe.

Public Safety Building Roof Replacement Results 10.20.16

Bidder	Base Bid	Alternate Bid	
Horch Roofing 214 Camden Road Warren, Maine 04864 207-273-111	\$30,750	\$24,000	
GR Roofing Co., Inc. 14 Coffin Avenue Brewer, Maine 04412 207-262-5818	\$41,980	\$39,800	
Roof Systems of Maine 332 Target Industrial Circle Bangor, Maine 04401 207-947-0195	\$56,720	\$43,490	

Bids were opened on Wednesday, October 20, 2016. Witnessed by
Town Manager's Assistant Janice Esancy and representative from Horch Roofing

TOWN OF CAMDEN
NOTICE AND INFORMATION TO BIDDERS

The Town of Camden will receive sealed bids for a “**Public Safety Building Roof Replacement**” in accordance with the NOTICE AND INFORMATION TO BIDDERS, BID SPECIFICATIONS and BID FORM. All of the bid documents are a material part of this NOTICE and are incorporated by reference into this NOTICE.

The Select Board shall make an award of the contract by considering, among other things, the lowest price for a proposal meeting the bid specifications. The Town of Camden reserves the right to waive any formalities; to reject any or all bids, or to accept any bid it considers to be in the best interest of the Town after considering quality, function, service, and initial cost, without obligation to consider price only. The Town's decision in all cases will be final. Tabulation will be mailed to vendors upon request.

If a bidder finds discrepancies in, or omissions from the Project documents, or is in doubt as to the meaning of the Project documents, the bidder shall, at once, notify the Town Manager, in writing; and upon receipt of such notification, the Town Manager shall send additional written clarification concerning the issues raised in the NOTICE to all prospective bidders.

Deviations from the Contract Documents: All deviations from the contract documents must be noted in detail by the bidder, in writing, at the time of submittal of the formal bid. Bidders are expressly informed that any material deviation from the contract documents may be a basis for rejection of the proposal by the Select Board at the time that the Board considers an award of the contract.

Prices must be firm for at least sixty (60) days.

At the time of the opening of proposals, each bidder shall be presumed to have read and be thoroughly familiar with the specifications in this BID NOTICE and all enclosures. The failure or omission of any bidder to receive or examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect to the proposal submitted. Any bidder to whom a contract is awarded shall be responsible for observing applicable standards for fair employment practices and work safety.

For purposes of this BID NOTICE and all Project documents, the term "bidder" shall mean any person, company or organization submitting a Proposal pursuant to this NOTICE and the term "bid" shall mean a Proposal submitted by a bidder.

Bids shall be placed in a sealed envelope marked "**Public Safety Building Roof Replacement**" and received in the Office of the Camden Town Manager, P.O. Box 1207, 29 Elm Street, Camden, Maine 04843 on or before **noon, Thursday, October 20, 2016. (No FAX bids will be accepted)** at which time all bids will be opened and read aloud. Bidders are invited to attend. **No proposal shall be accepted in the event that the envelope containing the proposal is not correctly marked as identified in the preceding sentence and sealed.** Prior to an award of the contract, no town official has been authorized to make any oral modifications or changes in the terms and specifications of this NOTICE.

Chris Farley
Fire Chief
PO Box 1207
Camden, Maine 04843
(207) 236-7950

Janice Esancy
Town Manager's Assistant
PO Box 1207, 29 Elm Street
Camden, Maine 04843
(207) 236-3353 ext 101

TOWN OF CAMDEN

BID FORM

The undersigned bidder acknowledges receipt of the NOTICE AND INFORMATION TO BIDDERS, BID FORM, AND BID SPECIFICATIONS entitled "**Public Safety Building Roof Replacement**" and hereby proposes to provide the work as described in the specifications for the bid price shown:

BID PRICE

BASE BID (LUMP SUM

REMOVE AND REPLACE ROOF OF THE ALLEN F. PAYSON STATION AND CONNECTOR _____

BID ALTERNATE (LUMP SUM):

REMOVE AND REPLACE ROOF OF ROBERT M. OXTON ANNEX _____

Estimated Start Date: _____

Estimated Completion Date: _____

Name of Individual/Company _____

Address: _____

Printed Name of Person Signing Form: _____

Telephone: _____

Email: _____

Signature: _____

Date: _____

**Bids shall be placed in a sealed envelope marked
"Public Safety Building Roof Replacement"
and received in the Office of the Camden Town Manager,
P.O. Box 1207, 29 Elm Street, Camden, Maine 04843
on or before noon, Thursday, October 20, 2016. (No FAX bids will be accepted.)**

**ROOF REPLACEMENT
PUBLIC SAFETY BUILDING
Camden, Maine**

The contractor shall remove the existing shingle and membrane roofs on the Allen F. Payson Station and connector building and replace with new shingle roofing on presently shingled surfaces and new fully adhered EPDM roofing systems on areas with like materials. As a Bid Alternate, the contractor shall remove and replace the shingle roof on the Robert M. Oxtan Annex. Contractor shall remove and dispose of all stripped roofing material and other waste in accordance with all state and federal regulations. Listed below are the material specifications and performance standards for the project.

GENERAL

- All work shall be made water-tight at the end of each work-day.
- Remove the existing roof system including substrates and flashing.
- Inspect and replace defective substrate.
- Construct new crickets as shown.
- Securely attach carpentry work to substrate by anchoring and fastening as required by recognized standards.

CRICKETS & FLASHING

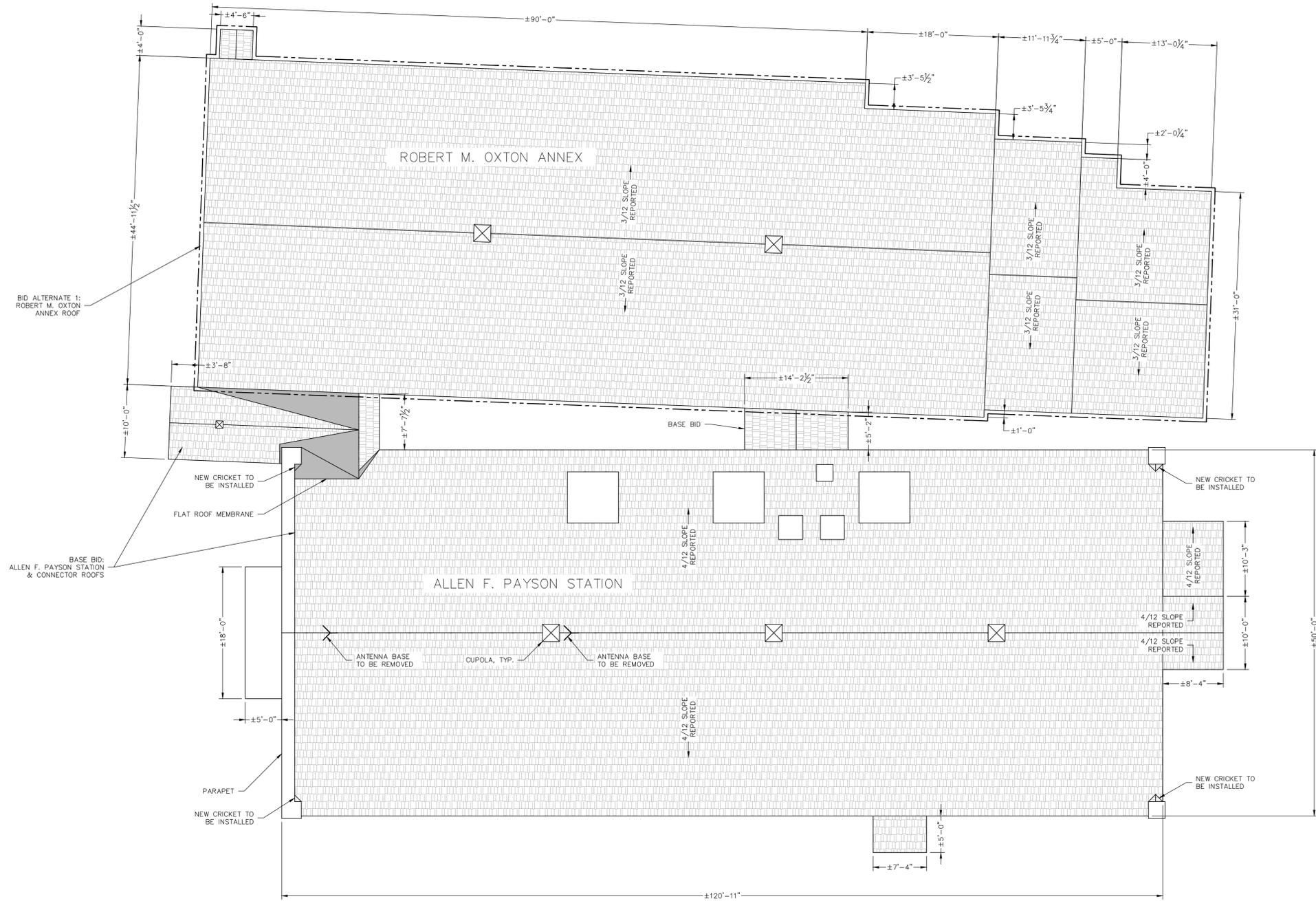
- Provide a minimum ½” per foot sloped crickets at all roof curbs as identified in Drawing S1.0.
- All sheet metal flashing and trim shall be fabricated and installed in accordance with the recommendations in the SMACNA - Architectural Sheet Metal Manual.

MEMBRANE ROOFING

- All surfaces shall be prepared so as to prevent water ponding.
- Membrane shall be .060 EPDM as manufactured by Firestone, Carlisle, Versico or equal.
- Membrane adhesive shall be as required by the manufacturer.
- Seam tape for use at lap slices shall be six (6) inches, minimum.
- Do not locate joints at the low points in the roof or paths of accumulated water travel.
- Do not install materials when temperature is 40 Degrees F or below, during rain or wet weather, or when surfaces are wet.
- Upon completion of the EPDM system, a manufacturer's representative will make a thorough inspection of the installation to determine that the roof system has been applied according to specifications and manufacturers standards.
- Provide the membrane manufacturers watertight warranty, with the warranty period of 15 years after the date of acceptance for materials and workmanship.

ASPHALT SHINGLES

- Asphalt Shingles shall be architectural, fiberglass mat base, ceramic coated mineral granule surface, water resistant refined asphalt with two strips of self-sealing adhesive. As manufactured by CertainTeed Corporation Landmark PRO. Color and pattern per Owner.
- Provide an installer's guarantee, with the guarantee period of two (2) years after the date of acceptance. Manufacturer and erector shall demonstrate experience of a minimum of five (5) years in this type of project.
- Comply with published recommendations of shingle manufacturer, and perform work in accordance with NRCA Roofing and Waterproofing Manual. Roof Covering Fire Classification shall be Class A when tested in accordance with ASTM E108 or UL 790.
- Work on dry surfaces. Do not install ice dam membrane and shingles when material surface temperature, air temperature, or wind chill temperature is below manufacturer's limit.
- Furnish contractor's 5-year written material and workmanship warranty covering repairs required to maintain roof and flashings in watertight condition. Furnish 40-year limited transferable warranty against manufacturing defects to the owner and a 5-year Sure-Start™ Protection or 15-year Iron Clad Protection coverage, as applicable to the specific shingle manufacturer, and a 10-year Limited Wind Warranty up to 110 mph. Warranty shall specifically approve existing construction conditions.
- Ice Dam Membrane ASTM D197; self-adhering polymer modified bituminous sheet material, slip resistant surface, 40 mils minimum thickness, 36" wide roll (or other dimension for special application with approval), with strippable release paper to expose adhesive surface. Product: 'Ice and Water Shield' by W.R. Grace, or equivalent product specifically required by roofing manufacturer.
- Underlayment: ASTM D4869, Type I; minimum No.30 unperforated asphalt saturated felts; as recommended by shingle manufacturer. With shingle manufacturer's agreement, multiply woven and laminated polyethylene underlayment may be used. Roof Top Guard II by Rosenlew RKW Finland LTD or equivalent product specifically required by roofing manufacturer.



ROOF SKETCH PLAN
SCALE: 1/8" = 1'-0"

BID ALTERNATE 1:
ROBERT M. OXTON
ANNEX ROOF

BASE BID:
ALLEN F. PAYSON STATION
& CONNECTOR ROOFS

PLAN NOTES:
DIMENSIONS ARE APPROXIMATE.
CONTRACTOR TO VERIFY ALL DIMENSIONS.

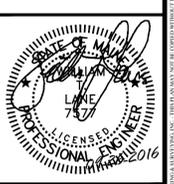
NO.	REVISIONS	DATE

SHEET TITLE: ROOF SKETCH PLAN		
SCALE: 1/8" = 1'-0"	DRAWN BY: JN	CHECKED BY: WTL
DATE: SEPTEMBER 26, 2016	NO.	

CLIENT/PROJECT: TOWN OF CAMDEN PUBLIC SAFETY BUILDING AND FIRE STATION ROOF REPLACEMENT	STATE: MAINE
LOCATION: 31 WASHINGTON STREET	COUNTY: KNOX
TOWN: CAMDEN	STATE: MAINE

Gartley & Dorsky
ENGINEERING SURVEYING

59B Union Street P.O. Box 1031 Camden, ME 04843-1031
Ph: (207) 236-4365 Fax: (207) 236-3055 Toll Free: 1-888-282-4365
105 Main Street Suite 217 P.O. Box 1073 Danville, Maine 04543
Ph: (207) 790-5065



PROJ. NO. 2016-041
S1.0

TOWN OF CAMDEN

BID FORM

The undersigned bidder acknowledges receipt of the NOTICE AND INFORMATION TO BIDDERS, BID FORM, AND BID SPECIFICATIONS entitled "Public Safety Building Roof Replacement" and hereby proposes to provide the work as described in the specifications for the bid price shown:

BID PRICE

BASE BID (LUMP SUM

REMOVE AND REPLACE ROOF OF THE ALLEN F. PAYSON STATION AND CONNECTOR \$56,720.00

BID ALTERNATE (LUMP SUM):

REMOVE AND REPLACE ROOF OF ROBERT M. OXTON ANNEX \$43,490.00

Estimated Start Date: November 1, 2016

Estimated Completion Date: December 15, 2016

Name of Individual/Company Roof Systems of Maine A Tecta America Company LLC

Address: 332 Target Industrial Circle

Bangor, Maine 04401

Printed Name of Person Signing Form: Russell R. McLean

Telephone: (207) 947-0195

Email: rmclean@tectaamerica.com

Signature: *Russell R. McLean*

Date: 10/19/2016

Bids shall be placed in a sealed envelope marked "Public Safety Building Roof Replacement" and received in the Office of the Camden Town Manager, P.O. Box 1207, 29 Elm Street, Camden, Maine 04843 on or before noon, Thursday, October 20, 2016. (No FAX bids will be accepted.)

ROOF SYSTEMS OF MAINE

A  TECTA AMERICA COMPANY

October 18, 2016

Town Manager @ Camden Town Office
29 Elm Street
Camden Maine 04843

RE: Re-roofing the Camden Public Safety Bldg, Allen F Payson Station (Approx. 7400sq/ft)

Dear Sir/Madam,

We are pleased to quote you our price of **\$56,720.00** to complete the following:

1. Complete removal and disposal of existing roofing.
2. Install 6' of ice and watershield along the lower eaves.
3. Install roof guard over remainder of roofing area.
4. Install .032 aluminum roof flashing.
5. Install CertainTeed Landmark Pro architectural heavy weight shingles with 70 MPH wind warranty.
6. Install a layer of ½" HD Iso insulation over the existing areas that had EPDM and secure to the deck with screws and stress plates.
7. Install a Firestone .06 fully adhered EPDM membrane per firestone specifications.
8. Properly flash all roof penetrations.
9. Complete clean up of trade.
10. Supply customer with 2 year workmanship warranty by this firm

ADD \$43,490.00 to do the Robert M. Oxtan Annex (Approx. 6600 sq/ft).

Note: We did not include the copper roofs on the cupulas.

Thank you for asking us to bid this project. If you have any questions please feel free to call.
Sincerely,



Russell McLean
Project Manager

Prices valid for 30 days from the above date.

TOWN OF CAMDEN

BID FORM

The undersigned bidder acknowledges receipt of the NOTICE AND INFORMATION TO BIDDERS, BID FORM, AND BID SPECIFICATIONS entitled "Public Safety Building Roof Replacement" and hereby proposes to provide the work as described in the specifications for the bid price shown:

BID PRICE

BASE BID (LUMP SUM

**REMOVE AND REPLACE ROOF OF THE ALLEN F. PAYSON
STATION AND CONNECTOR**

\$41,980.00

BID ALTERNATE (LUMP SUM):

REMOVE AND REPLACE ROOF OF ROBERT M. OXTON ANNEX

\$39,800.00

Estimated Start Date:

December 2016 weather depending

Estimated Completion Date:

January 2017 weather depending

Name of Individual/Company

GR Roofing Co., Inc.

Address:

14 Coffin Ave

Brewer, Maine 04412

Printed Name of Person Signing Form:

Jeremiah D. Emerson

Telephone: 207-262-5818

Email: jdemerson@gwi.net

Signature: 

Date: 10/19/2016

**Bids shall be placed in a sealed envelope marked
"Public Safety Building Roof Replacement"
and received in the Office of the Camden Town Manager,
P.O. Box 1207, 29 Elm Street, Camden, Maine 04843
on or before noon, Thursday, October 20, 2016. (No FAX bids will be accepted.)**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/5/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER J. T. Rosborough, Inc. 214 Main Street P. O. Box 548 Ellsworth ME 04605-0548	CONTACT NAME: Lori Keyte PHONE (A/C No. Ext): (207) 667-7101 E-MAIL ADDRESS: Lori@jtr-inc.com	FAX (A/C No.): (207) 664-0581
	INSURER(S) AFFORDING COVERAGE	
INSURED G. R. Roofing Co., Inc. P. O. Box 3697 Brewer ME 04412	INSURER A Acadia Insurance Company NAIC # 31325	
	INSURER B M. E. M. I. C.	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: CL1510509716 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPA5068061-13	10/5/2015	10/5/2016	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 250,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
							GL Expansion Endorsement	\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> 19			CAA5068062-13	10/5/2015	10/5/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
							Hired Auto -Comp & Collision	\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION \$			COA5068063-13	10/5/2015	10/5/2016	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	1810066154	10/5/2015	10/5/2016	PER STATUTE	OTHER
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

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

CERTIFICATE HOLDER	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Lori Keyte/LORI

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TOWN OF CAMDEN

BID FORM

The undersigned bidder acknowledges receipt of the NOTICE AND INFORMATION TO BIDDERS, BID FORM, AND BID SPECIFICATIONS entitled "Public Safety Building Roof Replacement" and hereby proposes to provide the work as described in the specifications for the bid price shown:

BID PRICE

BASE BID (LUMP SUM)

REMOVE AND REPLACE ROOF OF THE ALLEN F. PAYSON STATION AND CONNECTOR

\$30,750⁰⁰

BID ALTERNATE (LUMP SUM):

REMOVE AND REPLACE ROOF OF ROBERT M. OXTON ANNEX

\$24,000⁰⁰

Estimated Start Date:

11/07/16

Estimated Completion Date:

11/12/16

Name of Individual/Company

Horch Roofing

Address:

2414 Camden Road
Warren, Me 04864

Printed Name of Person Signing Form:

Robert Erickson

Telephone: 207-273-1111

Email: bob.erickson@horchroofing.com

Signature: 

Date: 10/20/16

Bids shall be placed in a sealed envelope marked "Public Safety Building Roof Replacement" and received in the Office of the Camden Town Manager, P.O. Box 1207, 29 Elm Street, Camden, Maine 04843 on or before noon, Thursday, October 20, 2016. (No FAX bids will be accepted.)



30 Lisbon Street
PO Box 1407
Lewiston, Maine 04243
1.800.966.9172
androscogginbank.com

August 3, 2016

Town of Camden
Attn: Virginia Lindsey, Finance Director
29 Elm Street
Camden, Maine 04843

MUNICIPAL LEASE PURCHASE PROPOSAL

Lessee: Town of Camden

Equipment: 2010 Pisten Bully 400 Park Pro Series Snow Groomer with associated equipment and attachments (as more particularly described in vendor invoices to be provided by Lessee prior to disbursement.)

Cost of Equipment: \$166,950.

Lease Term: 10 Years

Interest Rate: 2.92%

Number of Payments: 10 Annual (See attached Lease amortization schedule)

Payment Amount: \$18,938.80* (* Final payment may vary slightly.)

First Payment Due: The first payment of principal and interest (if any) shall be due at lease closing / inception (A closing date of 11/1/16 has been used for computational purposes. The actual closing will be set at a time which meets the needs of the Town and its legal counsel.)

Purchase Option: One Dollar (\$1.00) at end of lease term.

Prepayment: There are no prepayment penalties.

Insurance: Prior to delivery of the leased assets, Lessee at its sole cost and expense, will provide all-inclusive physical damage and liability insurance in the joint names of the Lessee and Lessor, in amounts satisfactory to Lessor, and forward proof of said coverage to Lessor.

Title (if required) Lessee shall be listed as owner and Lessor listed as lien holder on UCC-1 filing statement as required. Lessor will also hold a security interest in any lease escrow account associated with this transaction.

Non-appropriation: The lease will contain a non-appropriation clause.

Confirmation: Lessee to confirm that anticipated total borrowings for the 2016

year will not exceed Ten Million dollars (\$10,000,000.00), making the lease "Bank Qualified".

- Type of Lease:** The lease shall be considered a Municipal Lease/Purchase by all parties. Lessee is a State or a political subdivision thereof, within the meaning of Section 103 of the Internal Revenue Code of 1986.
- Advances / Deposits:** If Lessor advances any deposits or pays any invoices prior to Delivery and Acceptance of the equipment by Lessee, interest will accrue at the above rate on said payments and be due at closing.
- Legal Opinion:** Leases greater than One Hundred Thousand dollars (\$100,000.00) require Lessee to provide an Opinion of Counsel. Said opinion must contain a statement that the lease represents a valid and binding obligation of the lessee and further that the lease is a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) (B) (ii) of Internal Revenue Code of 1986, as amended.
- Financial Data:** Lessee will provide Androscoggin Bank with its most recent audited financial statement, current year's budget, annual report, a copy of meeting minutes or council order approving the transaction and any other supporting data requested during the term of the lease.
- Lease Rates:** This Lease request will be closed within 90 days of the original proposal date, or the stated rate will be subject to change based on public sector rates then existing in the market.
- Expiration:** This lease proposal shall expire if not accepted by a duly qualified Lessee official by 5:00 PM on August 15th 2016.

Thank you for the opportunity to present this lease proposal for consideration. If you are in agreement with the terms of the proposal, please sign and return it with the requested credit information. Should you have any questions regarding this proposal, please contact me at 1-800-927-3344 ext 3672.

Sincerely,

Paul T. Soucie, Vice President
Government Finance

Lease Amortization - Town of Camden
10 Year Lease

Annual Rate 2.92%

	Start Date	Amount	Number	Period	End Date
Lease	11/1/2016	\$ 166,950	1		
Payment	11/1/2016	\$18,938.80	10	Annual	11/1/2025

<u>Date</u>	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
11/1/2016	\$18,938.80		\$ 18,938.80	\$ 148,011.20
11/1/2017	\$ 18,938.80	\$ 4,321.93	\$ 14,616.87	\$ 133,394.33
11/1/2018	\$ 18,938.80	\$ 3,895.11	\$ 15,043.68	\$ 118,350.65
11/1/2019	\$ 18,938.80	\$ 3,455.84	\$ 15,482.96	\$ 102,867.69
11/1/2020	\$ 18,938.80	\$ 3,003.74	\$ 15,935.06	\$ 86,932.63
11/1/2021	\$ 18,938.80	\$ 2,538.43	\$ 16,400.37	\$ 70,532.26
11/1/2022	\$ 18,938.80	\$ 2,059.54	\$ 16,879.26	\$ 53,653.00
11/1/2023	\$ 18,938.80	\$ 1,566.67	\$ 17,372.13	\$ 36,280.87
11/1/2024	\$ 18,938.80	\$ 1,059.40	\$ 17,879.40	\$ 18,401.48
11/1/2025	\$ 18,938.80	\$ 537.32	\$ 18,401.48	\$ -
<u>Totals</u>	<u>\$189,387.98</u>	<u>\$ 22,437.98</u>	<u>\$ 166,950.00</u>	

Camden Select Board

Meeting of November 1, 2016

Capital Lease for a 2010 Pisten Bully

VOTED by the Select Board for the Town of Camden, Maine as follows:

VOTED: (1) That a Capital Acquisition Project (the "Project") consisting of the lease of a 2010 Pisten Bully 400 Park Pro Series Snow Groomer with associated equipment and attachments, is hereby approved; and

(2) That the financing for the Project in the principal amount of \$166,950 is awarded to Androscoggin Bank at an interest rate of 2.92%; and

(3) That the Treasurer, Chair of the Select Board and Town Manager are each individually authorized to execute the Lease Purchase Agreement and all other documents reasonably necessary to accomplish the purpose of this vote, as the documents may require; and

(4) That said Lease is hereby designated a "bank qualified tax-exempt obligation" of the Town for the 2015 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.



TOWN OF CAMDEN
TOWN COMMITTEE/BOARD INTEREST FORM

Please fill out this form if you wish to be considered for membership on a Town committee/board:

NAME: ETHAN SHAW DATE: 10-3-16

STREET ADDRESS: 40 UNION ST HOME PHONE:

MAILING ADDRESS: SAME WORK PHONE:

E-mail: eshaw_vt@msn.com CELL PHONE: 505-5360

I am interested in serving on the

- Checkboxes for various committees: Budget Committee/Budget Nominating, Cemetery Committee, CEDAC, Conservation Commission, Camden- Rockport Pathways Committee, Downtown Network Board, Energy Committee, Festivals and Events, Harbor Committee, Historic Resources Committee, Megunticook Dams Committee, Opera House Committee, Parks & Recreation Committee, Planning Board, Snow Bowl 4 Seasons, Zoning Board of Appeals, Other.

Please tell us about yourself and why you would like to serve on the committee(s) you've listed above.

I have prior experience in zoning as the former Zoning Administrator for the Town of Bernard, VT and as an attorney in private practice. I have been meaning to get involved in local affairs since moving here last year and this seems like a good place for my skills.

Signature: [Handwritten Signature] Date: 10-3-16

You are invited to attend the Camden Select Board meeting when they are considering committee appointments and make a brief presentation to the Select Board. Although your presence at a Select Board meeting is not required, the Board does enjoy meeting the citizens who wish to serve the Town. If you have any questions, please call Janice Esancy at the Camden Town Office at 236-3353 or jesancy@camdenmaine.gov



TOWN OF CAMDEN

TOWN COMMITTEE/BOARD INTEREST FORM

Please fill out this form if you wish to be considered for membership on a Town committee/board:

NAME: SAM JOHNSON DATE: Oct 4th, 2016

STREET ADDRESS: 121 START RD. HOME PHONE: 691-4571

MAILING ADDRESS: GME WORK PHONE: /

E-mail: samjohnson.maine@gmail.com CELL PHONE: 691-4571

I am interested in serving on the

- Conservation Commission (checked)
Budget Committee/Budget Nominating
Cemetery Committee
CEDAC
Camden- Rockport Pathways Committee
Downtown Network Board
Energy Committee
Festivals and Events
Harbor Committee
Historic Resources Committee
Megunticook Dams Committee
Opera House Committee
Parks & Recreation Committee
Planning Board
Snow Bowl 4 Seasons
Zoning Board of Appeals
Other

Please tell us about yourself and why you would like to serve on the committee(s) you've listed above.

We are very fortunate to live in such a beautiful area, with much public access to its relatively unspoiled natural features. As someone who enjoys places where a person can enjoy great quality of life, including a clean and healthy environment, I believe I have some responsibility to help protect it.

Signature: [Handwritten Signature] Date: Oct 4th, 2016

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