



Town of Raymond
Board of Selectmen ePacket
July 30, 2021

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Agenda



BOARD OF SELECTMEN Agenda

July 30, 2021

10:00am – Emergency Meeting

Via ZOOM

Resolution: We, the Raymond Board of Selectmen, recognize our individual and collective responsibilities as leaders and representatives of our community. To this end, we pledge to conduct ourselves in a manner befitting these roles and duties. We pledge and encourage others to "Be the Influence" and to recognize that decisions matter.

1) Call to order

2) Public Hearings

- a) Request for a New Business License – Sebago Outfitters – Leah Drinkwater, owner
- b) Request for a New Business License – The Print House – Amy Abilgaard, owner
- c) Request for a New Business License – Dirty Paw Dog Wash – Amy Abilgaard, owner
- d) Request for a New Business License – Maine Vibes Tie Dyes – Lauren Callas, owner
- e) Request for a New Business License – The Bibliophile Bookshop & Coffeehouse – Jessica Thompson-McCombs, owner

3) New Business

- a) Consideration of a New Business License – Sebago Outfitters – Leah Drinkwater, owner
- b) Consideration of a New Business License – The Print House – Amy Abilgaard, owner
- c) Consideration of a New Business License – Dirty Paw Dog Wash – Amy Abilgaard, owner
- d) Consideration of a New Business License – Maine Vibes Tie Dyes – Lauren Callas, owner
- e) Consideration of a New Business License – The Bibliophile Bookshop & Coffeehouse – Jessica Thompson-McCombs, owner

4) Adjournment

Selectman's Meeting Agenda (Page 1 of 1) July 30, 2021

Business License Ordinance

Town of Raymond Business License Ordinance

Adopted 7/14/2020

Section 1. Purpose.

The purpose of this Ordinance is to provide reasonable regulations for businesses, other than home occupations, operating in the Town of Raymond and to protect and promote the health, welfare and safety of Town residents and the general public.

Sec. 2. License required; expiration.

- (a) The Board of Selectmen are authorized to grant, grant subject to conditions, or deny licenses for any business in accordance with the terms of this Ordinance. The Town Clerk is authorized to renew licenses and refer any license renewal applications to the Board of Selectmen for public hearing and action if, in the Town Clerk's judgment, the application merits such scrutiny.
- (b) Any such license shall expire on March 1 of each year, unless otherwise provided therein, except that a license for which a renewal application filed prior to March 1 shall continue in effect until the Town Clerk or the Board of Selectmen, if Board action is required under Section 7, has acted on the renewal application.
- (c) No person shall operate or conduct any business, except for home occupations, without first obtaining a license therefore, nor shall any person operate or conduct any business except in compliance with the terms of this Ordinance and any conditions imposed upon the license issued.

Sec. 3. Application.

- (a) Any person who owns, operates or conducts any business in the Town of Raymond shall make an application for a license to conduct such business by submitting the following to the Town Clerk:
 - (1) A description of the business which the applicant proposes to operate or conduct and the location at which the licensed activity or business will occur.
 - (2) A statement that the applicant has secured or is in the processing of securing all state or local permits required for the licensed business, provided that any license issued by the Board of Selectmen prior to the receipt of such other permits shall not authorize the operation of the business until all such other permits are obtained.
 - (3) A statement that the business and the premises are in compliance with all local ordinances other than this Ordinance.
 - (4) Evidence of satisfactory resolution of any public health, safety or welfare problems occurring in the operation of that or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiate complaints

to or require a response from the sheriff's department, fire department or other municipal regulatory body or employee.

- (5) A nonrefundable application processing fee as specified in Town Fee Schedule, unless the applicant has previously received a license under this Ordinance for the same business at the same location and the license had been applied for prior to the last day of February of the expiration year.
- (b) The Board of Selectmen may require further documentation of any of the information provided in the license application whenever the Board determines that such documentation is needed to process the application.

Sec. 4. - Denial; imposition of conditions for issuance.

- (a) Failure to provide any of the information required by Section 3 to the Town Clerk in a timely manner shall be cause for a denial of a license application.
- (b) The Board of Selectmen shall consider information provided by the applicant, the code enforcement officer, the town manager, the sheriff's department, the fire chief or any other municipal employee or the general public in determining whether to issue, issue subject to conditions, or deny any license requested. The Board of Selectmen may deny a license application if it finds that:
 - (1) The applicant does not have the legal right to occupy the premises for which the license is sought;
 - (2) Required state or local permits have not been obtained or applied for;
 - (3) The business or the premises are not in compliance with other local ordinances;
 - (4) Any public health, safety or welfare problems which occurred in the operation of the business or a similar business on the premises during the immediately preceding year were not satisfactorily resolved and are likely to recur;
 - (5) The applicant for the license has, during the immediately preceding year, committed or permitted, in the course of conducting a business subject to this Ordinance, an act or omission which constitutes a violation of this Ordinance;
 - (6) The applicant is delinquent in paying any personal or real property tax assessed by the Town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment;
 - (7) The licensed location has had three or more documented and relevant disturbances as verified by the sheriff's department within the previous licensing period, which documentation shall be provided to the Town Clerk by the sheriff's department;
 - (8) The applicant owes any fine, penalty or judgment to the Town as a result of any violation of this Ordinance and the fine, penalty or judgment, with any accrued interest, has not been paid in full; or
 - (9) The applicant owes any amount to the Town for services rendered by the Town or by Town employees to the applicant or the applicant's property, is in default on any performance guarantee or contractual obligation to the Town, or is otherwise delinquent in any financial obligation to the Town.

- (c) The Board of Selectmen may also impose conditions on the operation of any licensed business, such as restrictions on the hours of operation, a requirement of trash removal at specified intervals, or implementation of particular forms of crowd control, where the public interest so requires.
- (d) When the Board of Selectmen denies a license, written notice of the decision shall be provided to the applicant within ten days thereof, which shall set forth the reasons for the denial. The licensee shall receive written notice in the same manner of any conditions imposed upon the license whenever conditions are imposed, and any such conditions shall be noted on the license records maintained by the Town Clerk.

Sec. 5. - Effective date; payment of full fee required.

- (a) A license issued pursuant to this Ordinance shall be effective as of the date issued or as of the date payment of the appropriate license fee is received by the Town Clerk, whichever is later.
- (b) Payment in full of the license fee is required prior to the issuance of a license.

Sec. 6. - Inspections.

- (a) A licensee, as a condition of receipt of a license under this Ordinance, must also allow any Town official who is authorized to determine compliance with federal, state or town law or ordinance and who presents valid identification to enter at any reasonable time any portion of the licensed premises which the licensee has the right to enter or occupy.
- (c) Failure to allow entry required by this section shall constitute a violation of this Ordinance and shall constitute cause for nonrenewal, suspension or revocation of this license.

Sec. 7. - Renewals.

- (a) The Town Clerk is authorized to renew, without further action by the Board of Selectmen, the license of any person holding a license pursuant to this Ordinance, referred to as the "licensee," upon receipt of the required fee and of a written statement from the licensee that there has been no material change in the information provided in the licensee's previous application. The Town Clerk may not renew a license, but must refer the application to the Board of Selectmen, if:
 - (1) The license has been suspended or revoked by the Board of Selectmen during the preceding licensing cycle;
 - (2) The Town Clerk has received, during the past licensing cycle, any written complaint from any person charging that the licensee has violated the terms of this Ordinance or any other section of this Code or Town ordinance;
 - (3) The applicant is delinquent in paying any personal or real estate property tax assessed by the Town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment; or
 - (4) The licensed location has had three or more documented and relevant disturbances as verified by sheriff's department within the previous licensing cycle.

- (b) Notwithstanding the provisions in Section 7(a) above, a license must be reviewed and renewed by the Board of Selectmen every five years.

Sec. 8. - Suspension or revocation.

- (a) The Board of Selectmen, upon notice and after hearing, for cause, may suspend or revoke any license issued pursuant to this Ordinance. The term "cause" shall mean the violation of any license condition, any section of this Ordinance, any condition constituting a threat to the public health or safety, or the revocation or suspension of any state or local license that is a condition precedent to the issuance of a license pursuant to this Ordinance. The term "cause" shall also include any of the grounds for denying a license application under Section 4. Licenses may be temporarily suspended without prior notice and hearing if, in the judgment of the code enforcement officer, the town manager, or the Board of Selectmen, the continued operation of the licensed business constitutes an immediate and substantial threat to the public health and safety, provided the licensee receives written notification of the suspension and the reasons therefore, prior to its taking effect, and a hearing is scheduled as soon as possible thereafter.

Sec. 9. - Violation and Penalties.

- (a) Any person who operates or conducts any business for which a license is required under this Ordinance without first obtaining such license commits a civil violation and shall be subject to a fine not to exceed \$100.00 for the first day the offense occurs. The second day the offense occurs, the fine amount shall not exceed \$250.00. The third day and subsequent days thereafter, the fine amount shall not exceed \$500.00. Each day such violation continues shall be considered a separate violation.
- (b) All fines shall be recovered upon complaint for use by the Town and shall be placed in the town treasury.

Sec. 10. - Enforcement.

The code enforcement officer shall investigate any alleged violation of this Ordinance. Upon verification of the alleged violation, the Board of Selectmen may initiate any and all actions and proceedings, either legal or equitable, including seeking injunctions of violations and the imposition of fines, attorneys fees, and costs, that may be appropriate and necessary to enforce the provisions of this Ordinance in the name of the Town.

Business License Application - Sebago Outfitters



Business License Application

OFFICIAL USE
Permit Fee: <u>\$25.00</u>
Application Date: _____
Map-Lot: _____
Zone: _____

Business Name: Sebago Outfitters

Business Location: 1254 Roosevelt Trail Raymond, ME 04071

Applicant: Leah Drinkwater

Mailing Address: 95 Pipeline Rd.

City State Zip: Raymond, ME 04071

Home Telephone: 207-894-8244 Work Telephone: 207-655-3700

Email Address: Sebagooutfitters@gmail.com

Description of Business: Retail Outfitter

Outdoor Store and Gun Shop

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
<u>Leah Drinkwater</u>	<u>95 Pipeline Rd. Raymond ME, 04071</u>	<u>207-894-8244</u>
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2
<u>Mark Drinkwater</u>	<u>207-831-7802</u>	
<u>James Leonard</u>		<u>207-290-0465</u>

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

Sales Tax License Signage Permit
Federal Firearms License Business License

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee? Yes No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature: Leah Drinkwater

The business named _____ is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer _____

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

Application Approved

Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: March 1, _____

Select Board Signatures:

Teresa Sadak, Chair

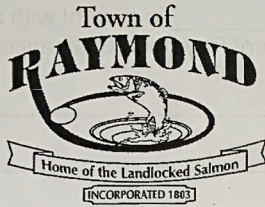
Rolf Olsen, Vice Chair

Joseph Bruno, Parliamentarian

Samuel Gifford

Lawrence Taylor

Business License Application - The Print House



Business License Application

OFFICIAL USE

Permit Fee: \$25.00

Application Date: _____

Map-Lot: _____

Zone: _____

Business Name: The Print House, LLC
Business Location: 1233 Roosevelt Trail, Unit 16
Applicant: Amy Abildgaard
Mailing Address: 9 Storm Drive Windham, ME 04062
City State Zip: _____
Home Telephone: 207-332-8256 Work Telephone: 207-894-7121
Email Address: amy@printhouseme.com
Description of Business: printer

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
<u>Amy Abildgaard</u>	<u>9 Storm Dr. Windham</u>	<u>207-332-8256</u>
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2
<u>Dee Mitchell</u>	<u>207-615-3662</u>	

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

none

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee? Yes No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature: Amy Abildgaard

The business named _____ is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer _____

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

Application Approved

Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: March 1, _____

Select Board Signatures:

Teresa Sadak, Chair

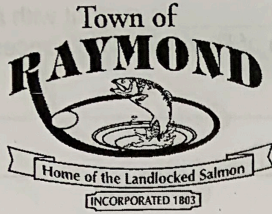
Rolf Olsen, Vice Chair

Joseph Bruno, Parliamentarian

Samuel Gifford

Lawrence Taylor

Business License Application - Dirty Paw Dog Wash



Business License Application

OFFICIAL USE

Permit Fee: \$25.00

Application Date: _____

Map-Lot: _____

Zone: _____

Business Name: Dirty Paw Dog Wash, LLC

Business Location: 1233 Roosevelt Trail, Unit 16

Applicant: Amy Abildgaard

Mailing Address: 9 Storm Drive

City State Zip: Windham, ME 04002

Home Telephone: 207-332-8256 Work Telephone: 207-894-7252

Email Address: amy@printhouseme.com

Description of Business: Pet Groomer

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
<u>Amy Abildgaard</u>	<u>9 Storm Drive Windham</u>	<u>207-332-8256</u>
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2
<u>Dee Mitchell</u>	<u>207-615-3662</u>	

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

None

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee? Yes No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature: Amy Abildgaard

The business named _____ is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer _____

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

Application Approved

Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: March 1, _____

Select Board Signatures:

Teresa Sadak, Chair

Rolf Olsen, Vice Chair

Joseph Bruno, Parliamentarian

Samuel Gifford

Lawrence Taylor

Business License Application - Maine Vibes Tie Dyes

OFFICIAL USE ONLY

Date Issued: _____

MLB & Zone _____

Permit Fee: \$25.00 _____

Permit # _____



Applicant: Lauren Callas

Mailing Address: 45 Pleasant St #1 Mechanic Falls

City/State/Zip: 04256

Home Telephone: 207-212-0417 Work Telephone: 207-655-6554

Email Address: Mainevibestiedyes@gmail.com

Name of Business: Maine Vibes Tie Dyes

Location of Business: 1252 Roosevelt trail

City/State/Zip: Raymond, Maine 04071

Individual LLC Partnership Corporation Other

Employer ID: 86-3773385 Incorporation: Date _____ State: ME

Number of Employees: 2 DBA: Maine Vibes Tie Dyes

Nature of Business: Retail

Owners/Partners Names	Owner/Partners Home Addresses	Owner/Partners Phone Numbers
<u>Lauren Callas</u>	<u>45 Pleasant St #1</u>	<u>207-212-0417</u>
	<u>Mechanic Falls</u>	<u>207-655-6554</u>
	<u>04256</u>	
Emergency Contact Names	Emergency Telephone 1	Emergency Telephone 2
<u>Dylan Hilliker</u>	<u>207-520-0162</u>	
<u>Brittany Pesce</u>	<u>207-653-5516</u>	

Restrictions:
(To be completed by CEO) _____

Applicant Signature: Lauren Callas Date: July 8, 2021

Town Clerk: _____ Date: _____

Code Enforcement Officer: _____ Date: _____

2017-07

The business named _____ is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer _____

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

Application Approved

Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: March 1, _____

Select Board Signatures:

Teresa Sadak, Chair

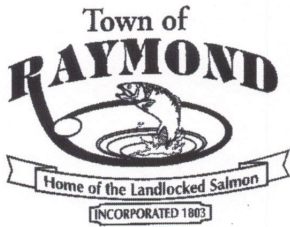
Rolf Olsen, Vice Chair

Joseph Bruno, Parliamentarian

Samuel Gifford

Lawrence Taylor

Business License Application - The Bibliophile Bookshop & Coffeehouse



Business License Application

OFFICIAL USE
Permit Fee: <u>\$25.00</u>
Application Date: _____
Map-Lot: _____
Zone: _____

Business Name: The Bibliophile Bookshop & Coffeehouse, LLC
 Business Location: 1233 Roosevelt Trail, Unit # 14 Raymond 04071
 Applicant: Jessica Thompson - McCombs
 Mailing Address: S Kentwood Rd
 City State Zip: Raymond, ME 04071
 Home Telephone: 321 961 0474 Work Telephone: same as cell #
 Email Address: jessica.bamonte@yahoo.com
 Description of Business: Coffeehouse and Bookstore. Specialty literary gifts, literary events, etc.

Owners/Partners Names	Owners/Partners Address	Owners/Partners Phone #s
Jessica Thompson McCombs	S Kentwood Rd Raymond	321 961 0474
Christopher McCombs	S Kentwood Rd Raymond	321 298 6302
Emergency Contact Names	Emergency Phone # 1	Emergency Phone # 2
Jessica (above)	see above	see above
Chris (above)	see above	see above

I have secured or am in the process of securing all State and local licenses/permits required for my business to operate. Please list required licenses/permits:

Food License App - in process EIN - 862879333
Eating & Lodging License - in process State of ME Unemp Emr 10-15733-000
Retail certificate 1217856 Resale certificate 1217856

Have there been any public health, safety, or welfare problems occurring in the operation of the business or a similar business at the same location in the immediately preceding year, including but not limited to neighborhood complaints, disorderly customers, and excessively loud or unnecessary noise that initiated complaints to or required a response from the sheriff's department fire department or other municipal regulatory body or employee? Yes No

If Yes, please provide evidence of satisfactory resolution of any such complaint.

Applicant Signature: [Signature] McCombs 7-14-21

The business named _____ is current with all Town fees, taxes and inspections, as well as compliant with all Town of Raymond Ordinances.

Code Enforcement Officer _____

Fire Inspector _____

Tax Collector _____

Conditions of Approval by Select Board:

Application Approved

Application Denied. Denial Reason:

Determination Date: _____

Expiration Date: March 1, _____

Select Board Signatures:

Teresa Sadak, Chair

Rolf Olsen, Vice Chair

Joseph Bruno, Parliamentarian

Samuel Gifford

Lawrence Taylor