

Madeline S. Mooney, Chair
Robert N. Winn, Jr., Vice Chair
John M. Daley
Heath Ouellette
Lindsey M. Perry



Ogunquit Select Board Meeting June 16, 2020

5:15 p.m. Executive Session (Labor Contract Negotiations pursuant to Title 1 §405(6) D)

6:00 p.m. Select Board Meeting

This meeting is being conducted remotely via Zoom during the COVID-19 State of Emergency

How to Participate in the June 2nd Select Board Meeting at 6:00 pm

This meeting is being conducted remotely during the COVID-19 State of Emergency for the safety of the public and participants. The Town uses Zoom for the public to participate live during the meeting.

Public participation. There are several ways to observe the Select Board meetings, but joining by Zoom is the *only way* to speak directly to the Select Board to voice any questions or comments. If you wish to speak during the public comment period and you are joining via your computer or cell phone, please use the “raise your hand” feature by clicking “participants.” The host will call upon you when it is your turn to comment.

Please note: Comments written via the Zoom “chat” function will be sent to the Select Board after the meeting, but they are not able to respond during the meeting.

Connecting by computer or mobile device: Register in advance or at the time of the meeting:

https://ogunquitpd-org.zoom.us/webinar/register/WN_yj-KeNyDQuSpNIOqtl0aPw

After registering, you will receive a confirmation e-mail with information to join the meeting.

Connecting by land line/telephone: If you want to call in to the meeting, dial:

1-312-626-6799 (ID 85198609330#) or 1-929-436-2866 (ID 85198609330#)

Password: 8395739

Agenda

1.0 Welcome and Call to Order

2.0 Meeting Minutes

2.1 May 19, 2020

3.0 Liquor and Amusement Licenses

3.1 Amore Breakfast - *Malt, Vinous & Spirituous Liquor License Renewal*

3.2 Black Boar Inn - - *Vinous Liquor License Renewal*

3.3 Ogunquit Beach Lobster House - *Malt, Vinous & Spirituous Liquor License Renewal*

4.0 Presentations, Proclamations, Resolutions & Communications

4.1 WOSCD Budget Presentation – James Daly, School Superintendent

- 4.2 COVID-19 Community Task Force Report - Bob Whitelaw, Task Force Chair
- 4.3 Main Beach Bathhouse and Lifeguard Station Update- John Daley and Bob Winn

5.0 New Business

- 5.1 Public Hearing: Town Meeting Warrant Articles re: FY21 Municipal Budget

6.0 Town Manager's Report

7.0 Citizens Comments (for Town topics not on the Agenda)

The Select Board welcomes public comments and questions about Town-related issues that are not on the agenda. We ask that people keep comments on point and within 3 minutes.

8.0 Select Board Comments

9.0 Adjourn

This meeting will be broadcast live on WOGT (Channel 1302), live streamed on the Town website www.townofogunquit.org and it will be recorded for future viewing on WOGT and on the Town's web site: www.townhallstreams.com/towns/ogunquit_maine



LIQUOR
&
AMUSEMENT
LICENSE
PUBLIC
HEARING

OGUNQUIT

Beautiful Place by the Sea

OGUNQUIT LIQUOR LICENSE APPLICATION

NEW RENEWAL FOR THE YEAR: 2020
 CURRENT LICENSE EXPIRATION DATE: April 11, 2020

BUSINESS NAME: Luigi LLC DBA AMORE BREAKFAST
 APPLICANT: Leanne Cusimano
 EMAIL: Leanne - amore@yahoo.com
 BUSINESS REG #: pending ISSUE DATE: _____ MAP: 006 LOT: 601
 OCCUPANCY LOAD ESTABLISHED BY THE OGUNQUIT FIRE CHIEF: 80

NOTE - SPECIAL ATTENTION

Applicants must procure the signatures of the following Town Officials, submit an original drawing at a scale of one inch (1") equals ten feet (10') of all areas on the premises which are open to the public and return said drawing with this completed application to the Town Clerk before a public hearing can be scheduled by the Select Board. APPLICATIONS MUST BE SUBMITTED NINETY (90) DAYS PRIOR TO THE EXPIRATION OF THE EXISTING LICENSE.

TITLE	SIGNATURE	APPROVAL		REPORT ATTACHED		DATE
		YES	NO	YES	NO	
Police Chief	<i>Patricia Almeida</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	06-09-2020
Fire Chief	<i>Ed Smith</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6-2-2020
Code Officer	<i>[Signature]</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6-2-2020

ATTENDANCE AT PUBLIC HEARING IS REQUIRED
PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING

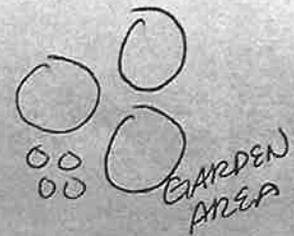
I, the undersigned applicant, acknowledge there has been no change to the business noted above by way of ownership, partnership, location, nature of business or structural change(s) to the building(s) housing the business. Knowingly supplying false information on this application is a Class D offense under the Criminal Code and is punishable by confinement of up to one (1) year or by a monetary fine of up to \$500 or both.

Leanne Cusimano
 APPLICANTS SIGNATURE

FOR OFFICE USE ONLY

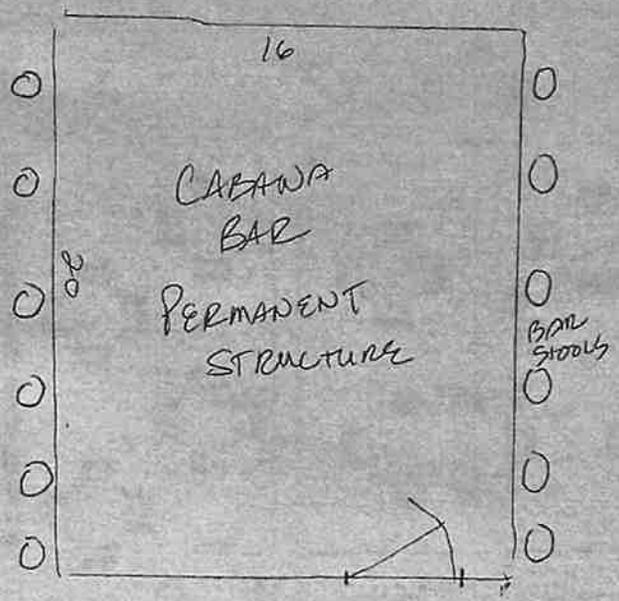
Application Fee: \$200 Date Paid: 5/21/2020 Check/Cash Check #: 2174
 Background Check Fee: \$ (\$21.00 per person listed on application)
 Business Reg. Fee: \$150.00 Paid prior to Liquor Application? YES NO ONLY PD \$200.
 TOTAL PAID WITH APPLICATION: \$ 300.00 pd Received by: [Signature]
 (Town Clerk's Office)
 DATE POSTED: _____ DATE HEARD: _____ APPROVED: _____ DENIED: _____

STONE
RETAINING WALL 30" h



STONE 30" h
RETAINING WALL

STONE
PAVERS
PATIO
WITH TABLES &
CHAIRS

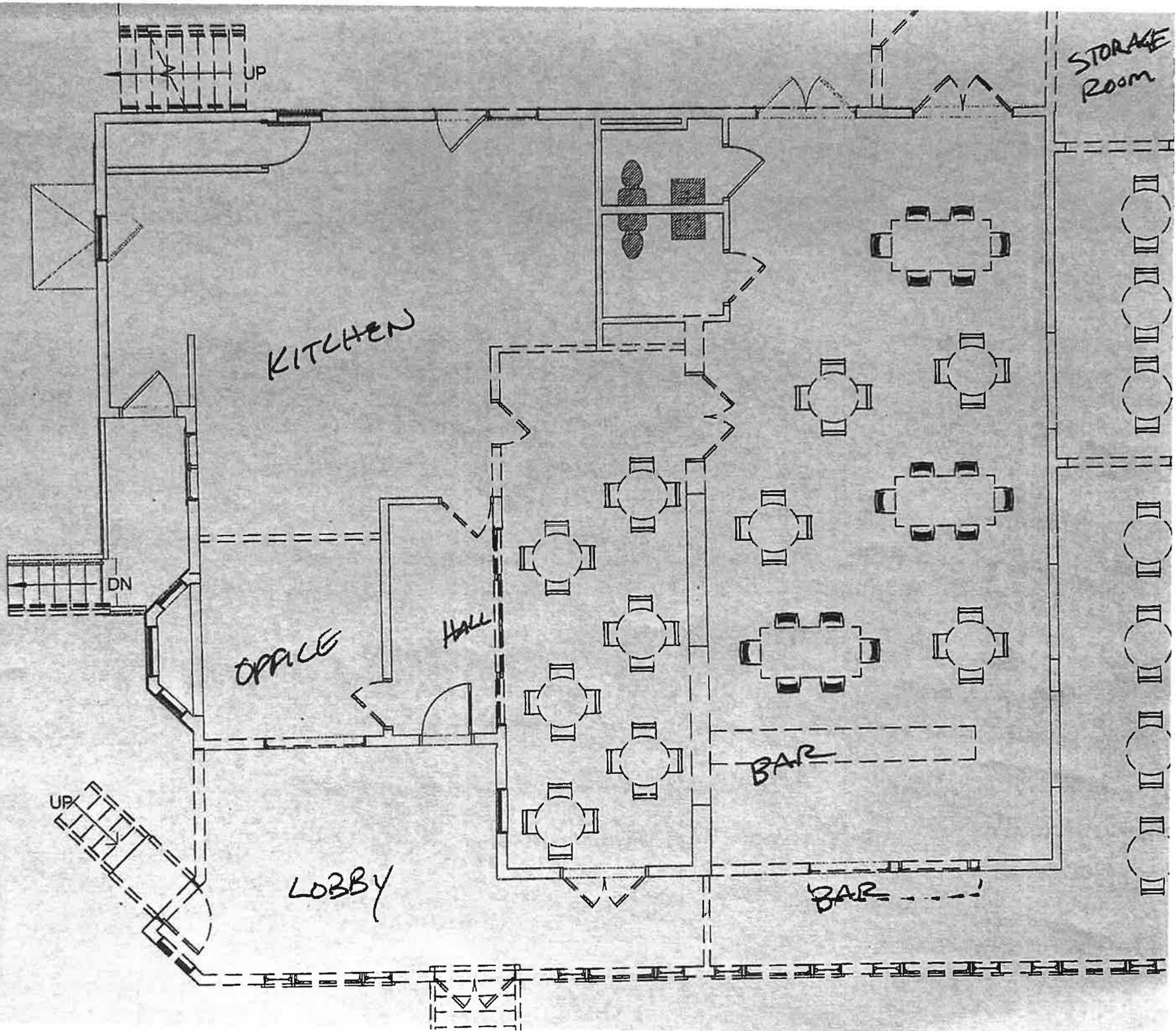


PARKING
LOT

TO
RESTAURANT



GRASSY AREA





OGUNQUIT LIQUOR LICENSE APPLICATION

NEW RENEWAL FOR THE YEAR: 2020-2021
 CURRENT LICENSE EXPIRATION DATE: 7/11/2020

BUSINESS NAME: Beach Lobster House Ogunquit, LLC / Ogunquit Beach Lobster House
 APPLICANT: Beach Lobster House Ogunquit, LLC
 EMAIL: Manager@OgunquitBeachLobsterHouse.com
 BUSINESS REG #: 434 ISSUE DATE: 7/11/17 MAP: 7-85 LOT: _____
 OCCUPANCY LOAD ESTABLISHED BY THE OGUNQUIT FIRE CHIEF: 176

NOTE - SPECIAL ATTENTION

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TITLE	SIGNATURE	APPROVAL		REPORT ATTACHED		DATE
		YES	NO	YES	NO	
Police Chief	<i>Patricia Almeida</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	06-09-2020
Fire Chief	<i>E. Smith</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5-24-2020
Code Officer	<i>[Signature]</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	5-26-2020

**ATTENDANCE AT PUBLIC HEARING IS REQUIRED
 PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING**

I, the undersigned applicant, acknowledge there has been no change to the business noted above by way of ownership, partnership, location, nature of business or structural change(s) to the building(s) housing the business. Knowingly supplying false information on this application is a Class D offense under the Criminal Code and is punishable by confinement of up to one (1) year or by a monetary fine of up to \$500 or both.

[Signature]
 APPLICANTS SIGNATURE

FOR OFFICE USE ONLY

Application Fee: \$200
 Background Check Fee: \$142.00
 Business Reg. Fee: \$150.00
 Date Paid: _____ Check/Cash Check #: _____
 (\$21.00 per person listed on application)
 Paid prior to Liquor Application? YES NO
 TOTAL PAID WITH APPLICATION: \$242.00 Received by: LLM 5/22/2020
 (Town Clerk's Office)
 DATE POSTED: _____ DATE HEARD: _____ APPROVED: _____ DENIED: _____

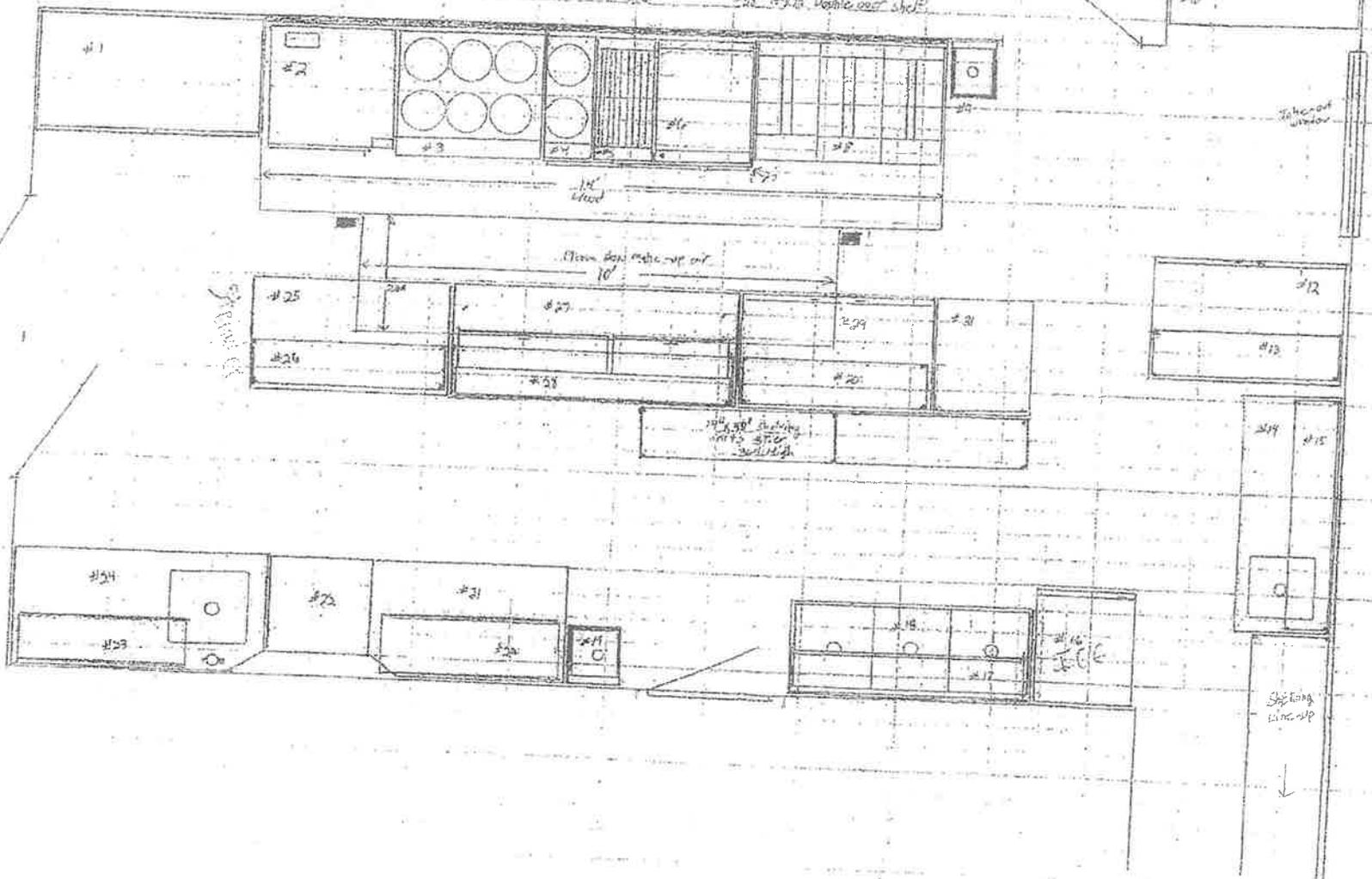
- #1 True 2 door cooler
- #2 Double sink w/ hot & cold
- #3 6 burner Range
- #4 2 Burner Hot plate
- #5 15" Char. Broiler
- #6 3' Flat Grill w/ T-stubs
- #7 50" hot Base

- #8 3 Alto Fryers w/ 4 shelves
- #9 12" stainless w/ 2 splash guards
- #10 24" x 36" work Table
- #11 10' x 42" Double over shelf
- #12 4' under counter cooler True
- #13 12' x 45" Double over shelf
- #14 5' prep table - sink

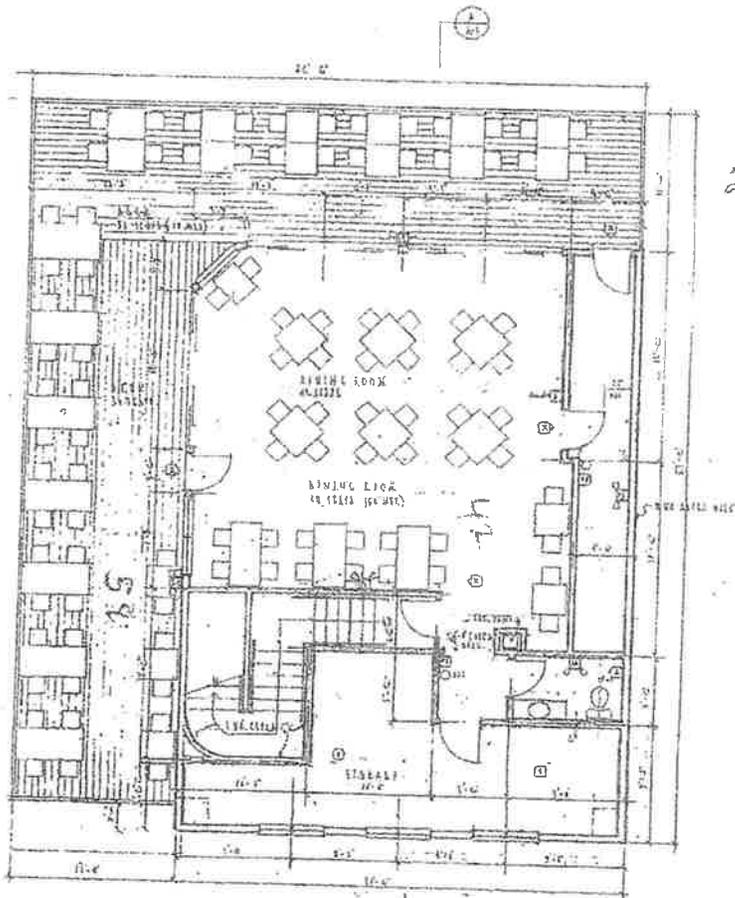
- #15 12' x 60" Double over shelf
- #16 True 1 door Freezer
- #17 60" wall mount Dish Rack
- #18 3 Bay 16" sink 18" x 18" Bay's
- #19 12" wall mount Hand w/ 3 sinks & Guards Sp.
- #20 32" wall mount Dish Rack
- #21 4' left clean Table

- #22 Pils-Thru Dish Machine
- #23 42" wall mount Dish Rack
- #24 5' Right sided Table w/ 2 shelves w/ M
- #25 48" x 36" work Table
- #26 11' x 36" Double over shelf
- #27 6' True sandwich unit
- #28 10' x 20" Double over shelf

- #29 True 11' under counter freezer
- #30 14' x 24" Double over shelf
- #31 24' x 36" work Table



Job #1 Beach street
 Drawn To Scale
 By: Pabity Equipment



Deck 70max
2nd Floor Dining 50max

Plan 2nd Floor

Blue Water Inn
111 Beach Street
Ogunquit, Maine

WARREN GILLES ARCHITECT
LITTLETON, COLORADO

DRW. ALLEN HARTIG
DATE: 12.1.84
DRAWING: 0101



A2

OGUNQUIT

Beautiful Place by the Sea

OGUNQUIT LIQUOR LICENSE APPLICATION

NEW RENEWAL FOR THE YEAR: 2020
 CURRENT LICENSE EXPIRATION DATE: June 3, 2020

BUSINESS NAME: The Black Boar Inn Ogunquit, LLC
 APPLICANT: Dwain Underwood
 EMAIL: theblackboarinn@gmail.com
 BUSINESS REG #: 2019-240 ISSUE DATE: 03/01/2019 MAP: 7 LOT: 13
 OCCUPANCY LOAD ESTABLISHED BY THE OGUNQUIT FIRE CHIEF: 14

NOTE - SPECIAL ATTENTION

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TITLE	SIGNATURE	APPROVAL		REPORT ATTACHED		DATE
		YES	NO	YES	NO	
Police Chief	<i>Patricia Alperaudini</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	06-10-2020
Fire Chief	<i>E. Smith</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6-10-2020
Code Officer	<i>J. M.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	6-9-2020

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Dwain Underwood

 APPLICANTS SIGNATURE

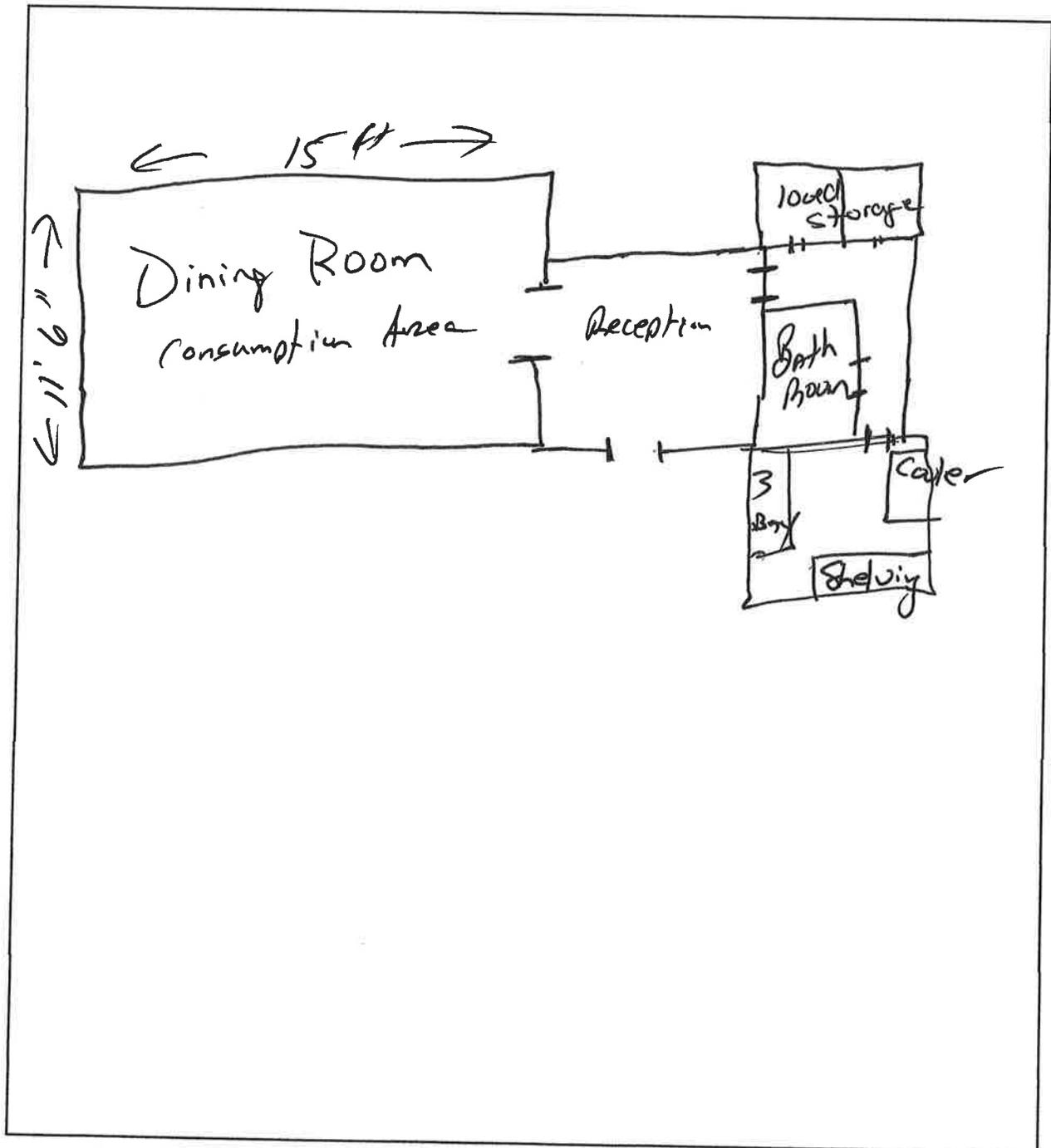
FOR OFFICE USE ONLY

Application Fee: \$200 Date Paid: 6/5/2020 Cash Check #: 1988
 Background Check Fee: \$ 21 (\$21.00 per person listed on application)
 Business Reg. Fee: \$150.00 Paid prior to Liquor Application? YES NO 11/1986
 TOTAL PAID WITH APPLICATION: \$ 221.00 Received by: CLM/JCE
 (Town Clerk's Office)
 DATE POSTED: _____ DATE HEARD: _____ APPROVED: _____ DENIED: _____

Section VI Premises Floor Plan

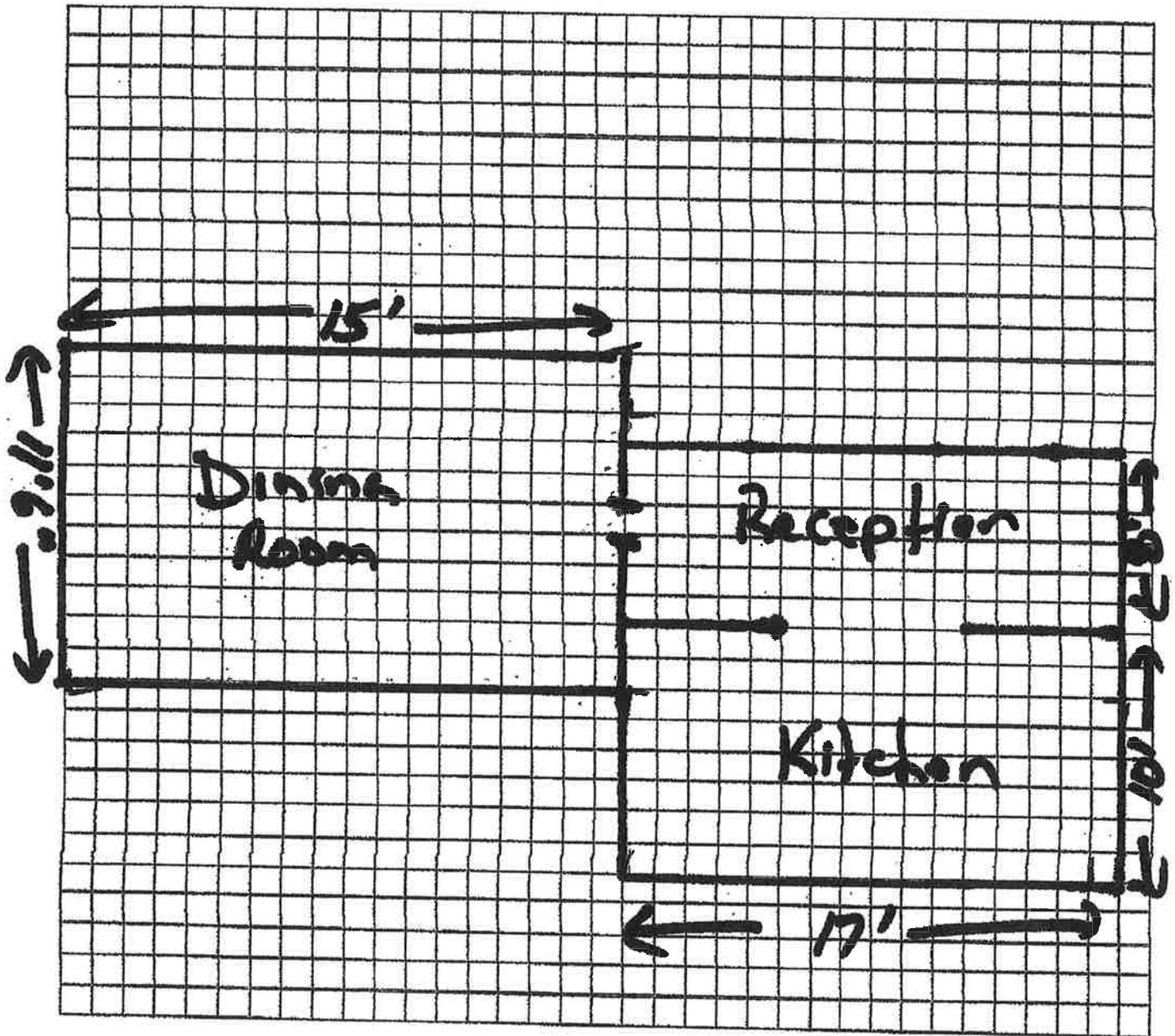
In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



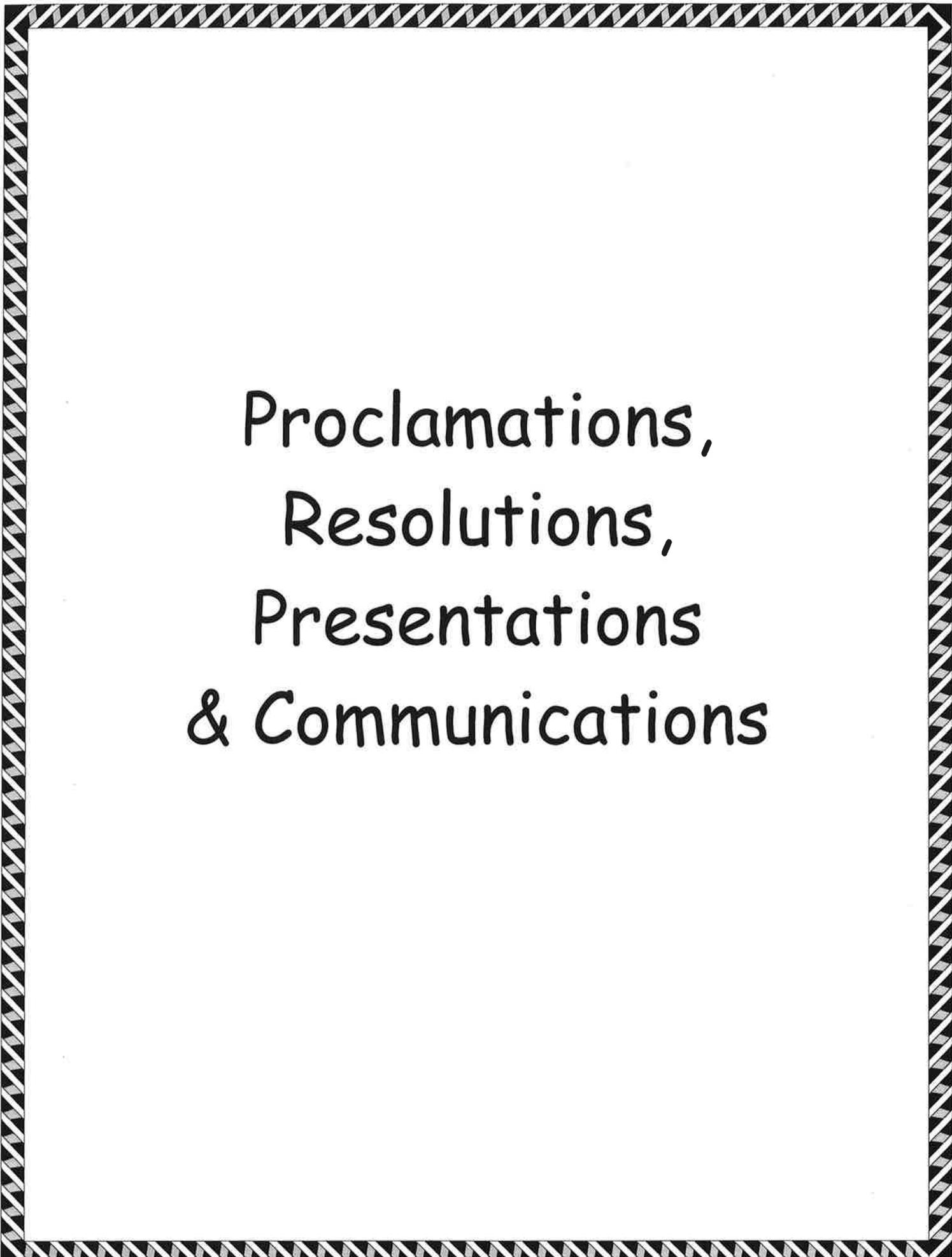
9: Kitchen or Food Preparation Area Plan:

Use this grid or a separate sheet of graph paper to draw a floor plan, or provide a floor plan prepared by a knowledgeable party, for eating place food preparation area(s)/kitchen(s). If the plan is not drawn to scale, the dimensions must be clearly labeled.

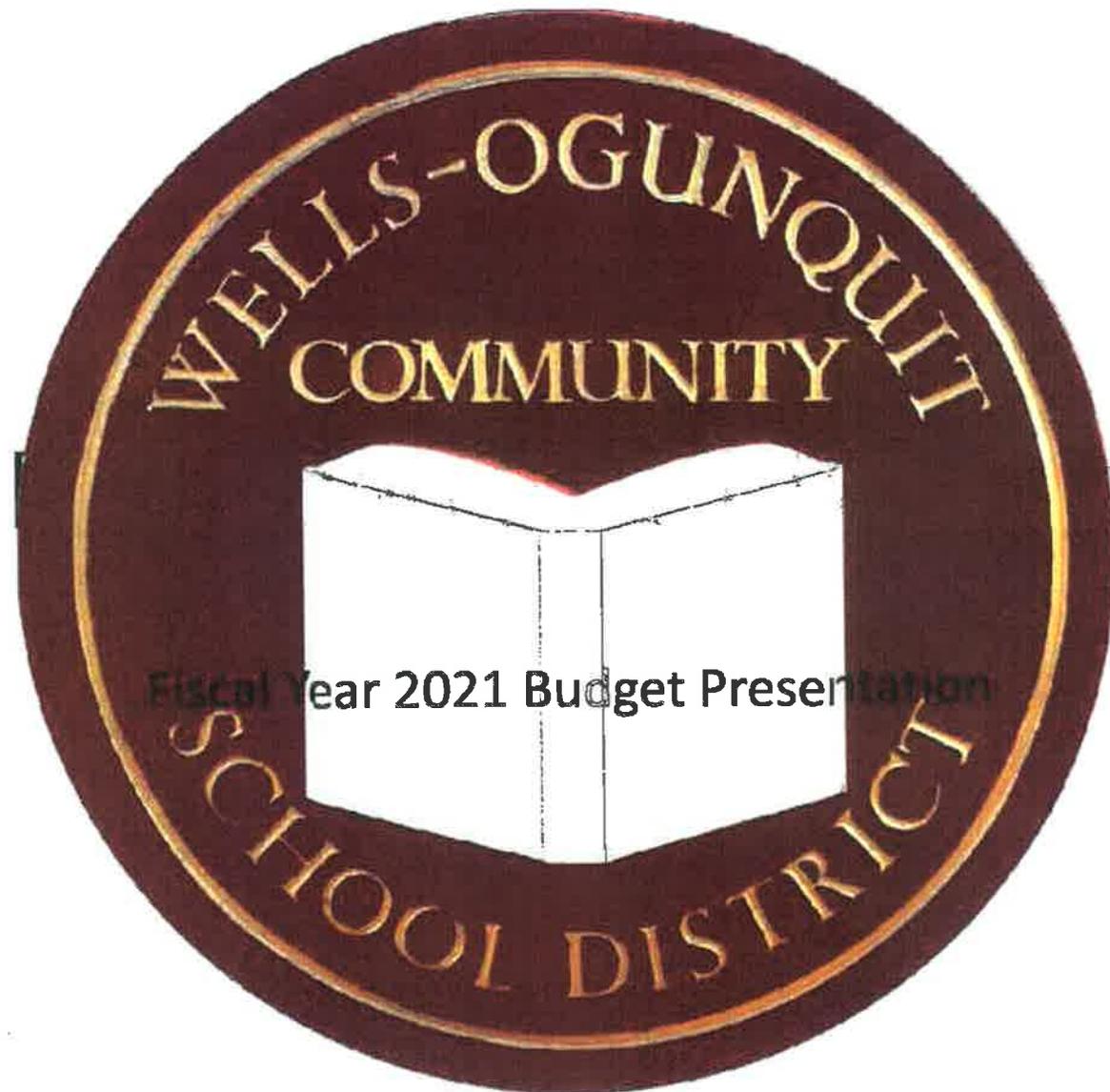


The floor plan should include the following items.

Sinks:	Toilet Facilities:	Refrigeration:	Facilities:
1. Hand Washing	1. Toilets	1. Walk-in Coolers	1. Food Preparation Areas
2. Ware Washing	2. Sinks	2. Walk-in Freezers	2. Food Storage Areas
3. Utility	3. Urinals	3. Freestanding Coolers	3. Trash/Refuse/Redemption Areas
4. Food Prep	4. Other	4. Freestanding Freezers	4. Dining Areas
5. Dipper Wells		5. Ice Maker	5. Equipment/Counters/Seats/Tables
6. Other		6. Other	6. Dry Storage/All Other Storage



Proclamations,
Resolutions,
Presentations
& Communications



Fiscal Year 2021 Budget Presentation

WOCSD Historical Budgets

Fiscal Year	Budget Total	Dollar Increase	Percent Increase
2015-16	24,345,423	1,150,255	4.95%
2016-17	25,064,345	718,922	2.95%
2017-18	25,773,215	708,870	2.83%
2018-19	26,417,508	644,365	2.50%
2019-20	27,035,512	618,004	2.33%
2020-2021	27,742,429	706,917 (-\$435,000) 271,917	2.61% +1.00% overall

General Fund Budget Revenues & Expenditures

Revenues	FY 17	FY18	FY 19	Proposed FY 20	Proposed FY 21	Variance
Unassigned Fund Balance	\$100,000	\$125,000	0	0	\$435,000	\$435,000
Miscellaneous Revenue	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	-----
State Subsidy	\$965,577	\$1,126,279	\$1,359,548	\$1,535,725	1,639,824	104,099
CSD District Assessment	23,968,768	\$24,491,935	\$25,126,009	25,466,818	26,068,007	601,189
Expenditures	FY 17	FY 18	FY 19	Proposed FY 20	Proposed FY 21	Variance
Regular Instruction	\$9,700,445	\$9,871,882	\$9,968,892	\$10,362,862	\$10,671,545	\$308,683
Special Education	\$3,745,674	\$3,914,966	\$3,908,838	\$4,084,777	\$4,121,742	\$36,965
Career / Tech Education	\$13,132	\$20,000	\$14,000	\$7,000	\$8,500	\$1,500
Other Instruction	\$680,621	\$709,906	\$840,574	\$859,479	\$915,050	\$40,101
Student & Staff Support	\$2,256,454	\$2,374,578	\$2,361,956	\$2,369,005	\$2,484,158	\$115,153
System Administration	\$672,591	\$766,281	\$776,234	\$818,792	\$838,684	\$19,892
School Administration	\$1,088,432	\$1,183,679	\$1,277,928	\$1,367,836	\$1,426,917	\$59,081
Transportation	\$1,130,727	\$1,179,812	\$1,232,226	\$1,284,358	\$1,357,027	\$72,669
Facilities Maintenance	\$2,472,669	\$2,499,721	\$2,841,502	\$2,905,921	\$3,021,190	\$115,269
Debt Service	\$3,115,911	\$3,049,388	\$2,982,261	\$2,747,046	\$2,683,116	(\$63,930)
All other (Nutrition)	\$187,684	\$203,000	\$213,169	\$212,966	\$214,498	\$1,532
Total all Cost Centers	\$25,064,345	\$25,773,214	\$26,417,580	27,032,543	\$27,742,429	\$706,917
Percent Increase Prior Year	2.95%	2.83%	2.50%	2.33%	2.61%	

Key Drivers

Major Increases & Decreases in FY 21

- **Net Impact on FY 21 budget is a 1% increase after State Subsidy of \$104,098 and \$435,000 from Undesignated Fund Balance is applied**
- 3.00% increase on all WOCSD salaries plus steps where applicable (3% on all Stipends)
- MEA Health Insurance Trust Max Increase 6% (carried 10% in FY 21 Budget)
- Addresses requests of all Budget-makers (Principals / Directors) to meet needs of students
- Athletic Field Bond Matured

Category	Dollar Increase
Salary	+503,815
Health Insurance	+373,178
Transportation	+72,669
Debt Service	(63,930)
OOD Tuition	(175,326)
IT Rentals/Leasing	(39,593)
Natural Gas	(22,500)
Undesignated Fund	(435,000)

Calculating Wells' Local Contribution LD 1725

Valuation 2/2020 (State Valuation)

Wells	3,199,933,333	69.85%
Ogunquit:	<u>1,380,983,333</u>	<u>30.15%</u>
Total:	4,580,966,666	100.00%

Valuation: 17,390,428 x .6985 = \$ 12,147,890

Enrollment

Wells	1,312 pupils	96.44%
Ogunquit:	<u>48.5 pupils</u>	<u>3.56%</u>
Total:	1,360.5 pupils	100.00%
Enrollment:	8,682,178 x .9644=	\$ 8,372,669

WELLS TOTAL \$ 20,520,559

Wells' Taxable Portion of K-12 Budget

Estimated Valuation	\$3,210,078,704
Budget / Valuation	.00639 x 1,000

Adult Education

Wells: \$211,923 x .6985 \$148,037

Local Cost of CSD Budget	\$20,520,559
Add Adult Ed	<u>\$148,037</u>
Total	\$20,668,596

<u>2018 Tax Rate (Actual)</u>	\$6.23
<u>2019 Tax Rate (Actual)</u>	\$6.25
<u>2020 Tax Rate (Actual)</u>	\$6.33
<u>2021 Tax Rate (Estimated)</u>	\$6.39
Increase	+0.06
Tax Impact on \$300,000 home	+\$18.00/yr

Calculating Ogunquit's Local Contribution LD 1725

Valuation 2/2020 (State Valuation)

Ogunquit:	1,380,983,333	30.15%
Wells	<u>3,199,983,333</u>	<u>69.85%</u>
Total:	4,580,966,666	100.00%
Valuation:	17,390,428 x .3015 =	\$5,242,538

Enrollment

Ogunquit:	48.5 pupils	3.56%
Wells	<u>1,312 pupils</u>	<u>96.44%</u>
Total:	1,360.5 pupils	100.00%
Enrollment:	8,682,178 x .0356=	\$309,508
OGUNQUIT TOTAL		\$ 5,552,046

Ogunquit Taxable Portion of K-12 Budget

Estimated Valuation	\$1,461,832,445
Budget / Valuation	.0380 x 1,000

Adult Education

Ogunquit: \$211,923 x .3015 **\$63,887**

Local Cost of CSD Budget	\$5,552,046
Add Adult Ed	<u>\$ 63,887</u>
Total	\$5,615,933
<u>2018 Tax Rate (Actual)</u>	\$3.72
<u>2019 Tax Rate (Actual)</u>	\$3.72
<u>2020 Tax Rate (Actual)</u>	\$3.77
<u>2021 Tax Rate (Estimated)</u>	\$3.80
Increase	+0.03
Tax Impact on \$300,000 home	+\$9.00/yr