

## **Town Council - Meeting Agenda**

## April 2<sup>nd</sup>, 2024 @ 6:30pm Council Chambers - 1 Portland Avenue

www.oobmaine.com/town-council

\*Members of the public wishing to view the meeting from home may tune into Local Access TV (Channel 3 or 1301 - check with your provider) or by clicking the Meeting Videos link on oobmaine.com.)

PLEDGE OF ALLEGIANCE:
ROLL CALL:
ACKNOWLEDGEMENTS:
GOOD & WELFARE:
<b>PRESENTATION:</b> Brent Bridges, Woodard and Curran, Upgrade to the Waste Water Treatment Facility Equipment and Systems Project
ACCEPTANCE OF MINUTES:

Accept the minutes from the 3/19/2024 Regular Town Council Meeting.

#### **PUBLIC HEARING - BUSINESS LICENSE & APPROVALS:**

F C Ice Cream OOB, LLC, Kylie Stewart and Adrian Powell, (208-2-2), 156 Saco Avenue, victualers with prep and no alcohol.

Bailey Schultz, (319-15-6-4), 12 Reggio Avenue Unit #4, one (1) seasonal short-term rental.

Anne Vanhaaren, (403-1-2), 4 Hemlock Street, one (1) year-round rental.

Jason and Michelle Lauder, (206-11-3), 7 Cottage Avenue, one (1) seasonal short-term rental.

Lenai, LLC, Whitney Ryan, (304-5-4), 8 Traynor Street, motel, 20 seasonal short-term rentals.

Paul and Miriya Puchalski, (304-4-5), 10 York Street, one (1) seasonal short-term rental.

Steven Patino, (304-7-1-15), 78 East Grand Avenue #203, one (1) year-round short-term rental.

Anika and Brian Hastings, (313-2-11-1), 3 Bay Avenue Unit 20, one (1) year round short term rental.

Pejen Realty LLC, Eric Hoban, (309-4-3), 1 Camden Avenue, one (1) year-round rental.

Eric D. and Christina R. Webb, (315-5-1-3), 42 Reggio Avenue, one (1) year round short term rental.

#### PUBLIC HEARING - SPECIAL AMUSEMENT PERMITS & APPROVALS:

JBTS Inc, Joseph's by the Sea, (310-3-3), 55 West Grand Avenue, live music and dj's, 7 days a week, 11 am to 4 pm and 5 pm to 8 pm.

BNP INC, Elizabeth Poitras, Sunset Bar and Grill, (307-1-6), 4 Fernald Street, live music outside Monday through Sunday 2 pm to 10 pm.

Т	TOWN MANAGER REPORT		

#### **NEW BUSINESS:**

#### AGENDA ITEM #8129

**Discussion with Action:** Approve Order #2024-2, Entitled "Order to Authorize the Town of Old Orchard Beach to issue General Obligation Bonds in the Principal Amount Not to Exceed \$9,800,000.00 to Pay Increased Costs to Complete Upgrade to the Waste Water Treatment Facility Equipment and Systems Project".

#### April 2, 2024: Order # 2024-2

Agenda:

To see what action the Council will take regarding Order # 2024-2, entitled "Order to Authorize the Town of Old Orchard Beach to Issue General Obligation Bonds in the Principal Amount Not to Exceed \$9,800,000 to Pay Increased Costs to Complete Upgrades to the Waste Water Treatment Facility Equipment and Systems Project."

Motion:

I move that the Council approve Order # 2024-2, entitled, "Order to Authorize the Town of Old Orchard Beach to Issue General Obligation Bonds in the Principal Amount Not to Exceed \$9,800,000 to Pay Increased Costs to Complete Upgrades to the Waste Water Treatment Facility Equipment and Systems Project," and that an attested copy of this Order be filed with the minutes of this meeting.

# ORDER TO AUTHORIZE THE TOWN OF OLD ORCHARD BEACH TO ISSUE GENERAL OBLIGATION BONDS IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$9,800,000 TO PAY INCREASED COSTS TO COMPLETE UPGRADES TO THE WASTE WATER TREATMENT FACILITY EQUIPMENT AND SYSTEMS PROJECT

WHEREAS, at a meeting duly called and held on August 18, 2020, the Town Council duly adopted Order #2020-2, which authorized the issuance and sale of general obligation bonds of the Town of Old Orchard Beach (the "Town"), in a principal amount not to exceed \$23,500,000 to finance upgrades of waste water treatment facility equipment and systems (the "Project"), and

WHEREAS, under the State's Clean Water State Revolving Fund program, the Town has issued bond anticipation notes in the aggregate principal amount of \$23,500,000 (the "Notes") to provide temporary financing for the Project; and

WHEREAS, due to construction market conditions the total cost of the Project has increased and supplemental funds of \$9,800,000 are needed to complete the Project.

BE IT ORDERED, by the Town Council of the Town of Old Orchard Beach, Maine ("the Town"), in Town Council assembled:

#### **Section 1.** Authority to Issue Bonds.

authorizing the issuance of supplemental general obligation bonds in a principal amount not to exceed \$9,800,000 to complete the upgrades of waste water treatment facility equipment and systems

1.1 Pursuant to section 5772 of Title 30-A of the Maine Revised Statutes and Sections 303 and 409.12 of the Town Charter, and subject to municipal election approval, the Town Council, acting by and through the Town Treasurer ("Treasurer") and the Chair of the Town Council ("Chair"), is authorized to issue general obligation bonds and notes in anticipation thereof in an aggregate principal amount not to exceed \$9,800,000 (collectively, the "Bonds"), and to appropriate the

proceeds of the Bonds to pay increased costs to complete the upgrades to the waste water treatment facility equipment and systems project (the "Project").

## Section 2. Authorization of Treasurer to Arrange for Sale of Bonds and Determine Bond Details.

- 2.1 The Treasurer of the Town (the "Treasurer") is authorized to arrange for the sale of the Bonds, with or without premium, at one time or from time to time, as one or more separate bond issues, as tax-exempt or as taxable obligations, at public or private sale to such parties as the Treasurer determines to be in the Town's interest, including the Maine Municipal Bond Bank, and to execute and deliver loan agreements and other contracts for that purpose, all on such terms not inconsistent with this Order as the Treasurer shall approve, such approval to be conclusively evidenced by the execution thereof.
- 2.2 To the extent not inconsistent with this Order, the Treasurer is authorized to determine the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s), and all other details, terms, and provisions of each issue of the Bonds, and to approve the form and manner of their sale and award, said approval to be conclusively evidenced by the execution thereof.
- 2.3 The Treasurer is authorized to provide on behalf of the Town that the Bonds may be redeemable or callable, with or without premium, prior to their maturity.
- 2.4 In connection with the sale of any of the Bonds, the Treasurer is authorized to select and hire municipal advisors, other consultants, underwriters, registrars, paying agents, and transfer agents and to execute and deliver such contracts or agreements for that purpose as may be necessary or appropriate, and any actions the Treasurer may have previously taken consistent with this authorization are hereby ratified and confirmed in all respects.
- 2.5 The Treasurer is authorized to prepare, or cause to be prepared, a Preliminary Official Statement and an Official Statement for use in the offering and sale of any of the Bonds, if applicable, in such form and containing such information as may be approved by the Treasurer with the advice of bond counsel for the Town. The use and distribution of any such Preliminary Official Statement and Official Statement in the name and on behalf of the Town in connection with offering the Bonds for sale, if applicable, is hereby approved.
- 2.6 Any actions the Treasurer may have previously taken consistent with this Order are hereby ratified and confirmed in all respects.

#### Section 3. Bonds to Be Registered.

- 3.1 The Bonds shall be issued in the name of the Town and in registered form transferable only on the registration books of the Town, which registration books may be kept by the Town or its transfer agent, upon surrender thereof with a written instrument of transfer, duly executed by the registered owner or the registered owner's attorney in fact duly authorized in writing.
- 3.2 As an alternative to the provisions of <u>Section 3.1</u>, above, regarding physical transfer of Bonds, the Treasurer is authorized to undertake all acts necessary to provide for the issuance and transfer of the Bonds in book-entry form pursuant to the Depository Trust Company Book-Entry Only System and to enter into a Letter of Representation or any other contract, agreement, or

understanding necessary or, in the Treasurer's opinion, appropriate in order to qualify the Bonds for and participate in the Depository Trust Company Book-Entry Only System.

#### Section 4. Form of Execution; other Bond Documents and Terms.

- 4.1 The Bonds shall be executed and delivered by the Treasurer and countersigned by the Chair of the Town Council, attested by the Town Clerk, with the official seal of the Town affixed as applicable, and otherwise be in such form and contain such terms and provisions not inconsistent herewith, as they shall approve, their approval to be conclusively evidenced by their execution thereof. Any signature thereon may be by facsimile to the extent permitted by law.
- 4.2 The appropriate officials of the Town are authorized to execute and deliver on behalf of the Town such other documents and certificates as may be necessary or convenient to the issuance, execution, or delivery of the Bonds.

# Section 5. Compliance with Applicable Arbitrage, Private Activity, and other Federal Laws and Rules.

- 5.1 If the Bonds, or any of them, are issued on a tax-exempt basis, the Treasurer is authorized and directed to certify on behalf of the Town that neither the proceeds of the Bonds nor the Project shall be used in any manner that would cause the Bonds to be "arbitrage bonds" or "private activity bonds" within the meaning of Sections 148 and 141 of the Internal Revenue Code of 1986, as amended (the "Code").
- 5.2 If the Bonds, or any of them, are issued on a tax-exempt basis, the Treasurer is authorized in connection with the Bonds to execute and deliver on behalf of the Town an arbitrage and use of proceeds certificate in form approved by bond counsel for the Town, and to covenant on behalf of the Town to file any information report and pay any rebate due to the United States in connection with the issuance of the Bonds, and to take all other lawful actions necessary to ensure that the interest on the Bonds will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the Bonds to become includable in the gross income of the owners thereof.
- 5.3 If applicable to the Bonds, the Treasurer is authorized to covenant, certify, and agree, on behalf of the Town, for the benefit of the holders of the Bonds, that the Town will file any required reports, make any annual financial or material event disclosure, and take any other actions that may be necessary to ensure that the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission are met.
- 5.4 The Treasurer, in consultation with bond counsel for the Town, is authorized to implement written procedures with respect to the Bonds for the purpose of (i) ensuring timely "remedial action" for any portion of the Bonds that may become "non-qualified bonds," as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the Town's compliance following the issuance of the Bonds with the arbitrage, yield restriction, and rebate requirements of the Code and regulations thereunder.

#### Section 6. Authorization of Treasurer to Designate Bonds as Bank Qualified.

6.1 The Treasurer may designate, and is authorized to take all such actions as may be necessary to designate, any of the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Code.

#### Section 7. Further Authorization to Effect Issuance, Sale, and Delivery of the Bonds.

- 7.1 The Treasurer, Town Clerk, and other proper officials of the Town, acting singly, are hereby authorized and empowered in the name of the Town and on its behalf to do or cause to be done all such acts and things, not inconsistent herewith, as may be necessary or desirable in order to effect the issuance, sale, and delivery of the Bonds and the accomplishment of the Project.
- 7.2 If the Treasurer, Chair, or Town Clerk for any reason is unavailable to, as applicable, approve, execute, attest, or deliver the Bonds or any other documents necessary or convenient to the issuance, execution, attestation, or delivery of the Bonds or the accomplishment of the Project, the person or persons then acting in any such capacity, whether as assistant, deputy, successor, or otherwise, shall be authorized to act for such unavailable official with the same force and effect as if such official had performed such act.
- 7.3 If any of the officers or officials of the Town who have signed, attested, or sealed the Bonds shall cease to be such officers or officials before the Bonds so signed, attested, and sealed shall have been actually authenticated or delivered by the Town, such Bonds nevertheless may be authenticated, delivered, and issued with the same force and effect as though the person or persons who signed, attested, or sealed the Bonds had not ceased to be such officer or official; and also, any such Bonds may be signed, attested, or sealed on behalf of the Town by those persons who, at the actual date of execution of the Bonds, are the proper officers or officials of the Town, although at the nominal date of the Bonds any such person is no longer such officer or official.

#### Section 8. Consolidation; Exchanges or Transfers of Bonds; Redemption.

- 8.1 Any or all of the Bonds may be consolidated with and become a part of any other issue of bonds or notes of the Town authorized to be issued.
- 8.2 The Treasurer, Chair, and Town Clerk are authorized to, from time to time, execute such Bonds as may be required to provide for exchanges or transfers of Bonds authorized hereunder.
- 8.3 The Bonds (or bonds issued to refund such Bonds) may be made subject to redemption prior to their stated dates of maturity at the option of the Town, as a whole or in part at any time, in such order of maturity as the Treasurer, in the Treasurer's discretion, may determine at the respective redemption prices. While any of the Bonds (or bonds issued to refund such Bonds) are outstanding, the Treasurer is authorized to issue and deliver refunding bonds to refund some or all of the Bonds then outstanding, and to determine the date, form, interest rate, maturities, and all other terms and details of such refunding bonds, including the form and manner of their sale and award. The Treasurer is further authorized to provide that any of such refunding bonds be made callable, with or without premium, prior to their stated date(s) of maturity. Each refunding bond issued hereunder shall be signed by the officials authorized herein to execute the Bonds, whose signatures may be by facsimile to the extent permitted by law, attested to by the Town Clerk under the seal of the Town, and shall be in such form and contain such terms and provisions not inconsistent herewith as they may approve, their approval to be conclusively evidenced by their execution thereof.

#### Section 9. Costs of the Project.

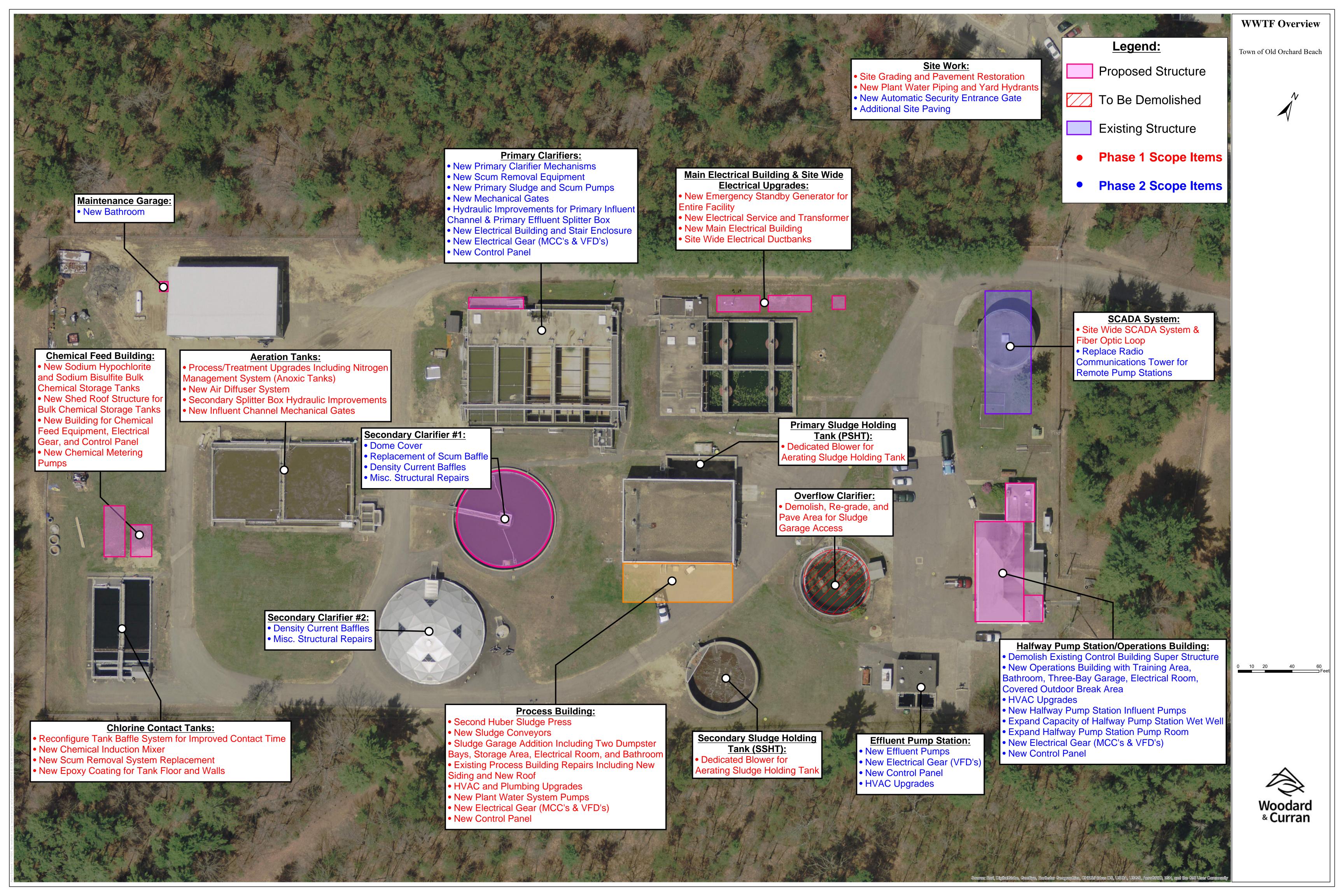
9.1 The term "cost" or "costs," as used in this Order and applied to the Project, includes all costs related to the Project, including without limitation (1) costs to acquire, design, engineer, construct, renovate, repair, improve, equip, and furnish all or any portion of the Project and of any infrastructure related to the Project, and of any addition or expansion to existing building(s) for the Project, as applicable; (2) costs of landscaping, site preparation, and removal and demolition of any existing buildings and improvements; (3) costs of land, easements, other real property interests, and licenses acquired or conveyed in connection with the Project; (4) costs of planning and development, site selection, preparation of specifications, surveys, engineering and feasibility studies, and other professional services associated with the Project; (5) costs of environmental studies, appraisals, and assessments; (6) interest costs on the Bonds for the period prior to and during construction and for a period not greater than the earlier of the date the Project is placed in service and the date three years from the issue date of the Bonds; and (7) financing charges and issuance costs related to the sale and issuance of Bonds, including without limitation premiums for insurance, capitalized interest, financial advisor fees and costs, underwriters' fees and costs, legal and accounting fees and costs, application fees, and other fees and expenses.

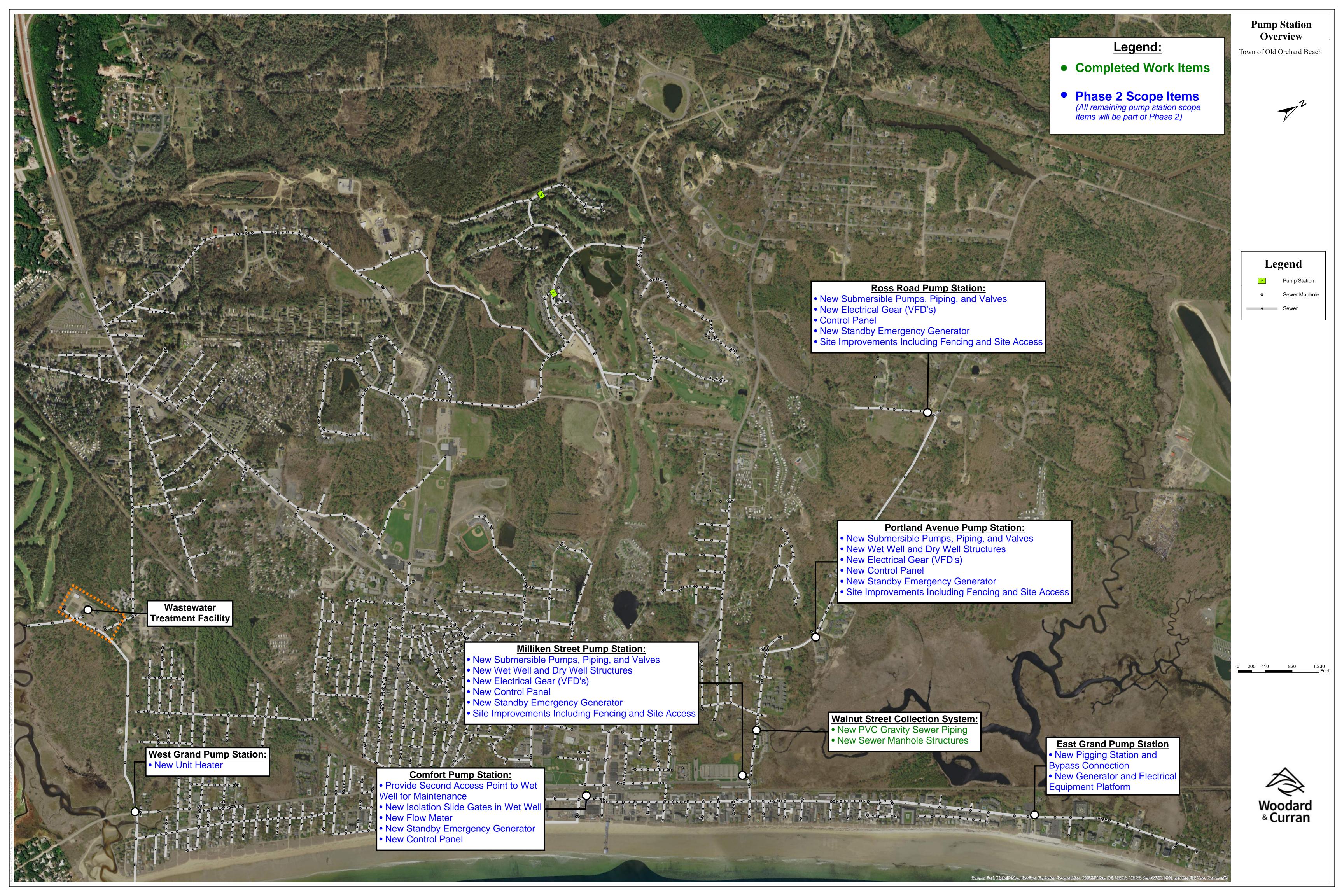
#### **Section 10.** Filing with Official Records.

Town of Old Orchard Beach

(Note: file an attested copy of this Order with the meeting minutes)

10.1	The Town shall file an attested copy of this Order with the minutes of this meeting.
This C	order is dated this April 2, 2024
Being	a majority of the Town Council of the Town of Old Orchard Beach
A true	copy, attest:
	6 T 11'
Kım M Town	IcLaughlin Clerk







#### TOWN OF OLD ORCHARD BEACH, ME

OOB WWTF & PUMP STATIONS UPGRADES PROJECT FUNDING SOURCES					
Item No.	Funding Source		Value		
1	CWSRF Loan #1 (C230114-06A)	\$	15,000,000.00		
2	CWSRF Loan #2 (C230114-06B)	\$	8,500,000.00		
3	EPA Community Grant / CDS #1 (Walnut Street)	\$	1,000,000.00		
4	EPA Community Grant / CDS #2	\$	959,757.00		
5	Additional Funding (Required)	\$	9,755,881.38		
TOTAL PRO	\$	35,215,638.38			

OOB WWTF & PUMP STATIONS UPGRADES ADDITIONAL FUNDING SOURCES					
Item No.	Funding Source	Grant/Loan Terms			
1	Clean Water State Revolving Fund (CWSRF)	Up to \$1M Grant, Balance Loan at 1% Interest			
2	Congressional Earmark (CDS)	Up to \$2.5M Grant with 20% Match Required			
3	USDA Rural Development	All Loan at 3.5% Interest			



#### TOWN OF OLD ORCHARD BEACH, ME

	ELECTRICAL, SCADA, AERATION, CCT, CHEMICAL FEED, PROCESS BUILDING, PLANT WATER, & SLUDGE HOLDING TANK UPGRADES						
Item No.	Description	Unit	Qty		Unit Cost		Total Cost
1	Administration (Mobilization/Demobilization)	LS	1	\$	350,000.00	\$	350,000.00
2	Electrical Service Allowance	ALLOW	1	\$	80,000.00	\$	80,000.0
4	Testing Allowance	ALLOW	1	\$	35,000.00	\$	35,000.00
6	IT, Network, & Security Service Allowance	ALLOW	1	\$	15,000.00	\$	15,000.0
7	Excavation of Unsuitable Materials	CY	60	\$	45.00	\$	2,700.00
8	Select Backfill	CY	60	\$	45.00	\$	2,700.00
10	Test Pits	EA	10	\$	1,300.00	\$	13,000.00
11	Grit Removal and Disposal	CY	35	\$	450.00	\$	15,750.00
12	Type A - Shallow Concrete Spall Repair	SF	100	\$	105.00	\$	10,500.00
13	Type B - Deep Concrete Spall Repair	SF	30	\$	170.00	\$	5,100.00
14	Type C - Concrete Route & Seal Crack Repair	LF	240	\$	30.00	\$	7,200.00
15	Type D - Polyurethane Grout Injection	LF	140	\$	80.00	\$	11,200.00
16	Type E - Gravity Feed Epoxy Repair	LF	75	\$	25.00	\$	1,875.00
17	2-inch Rigid Insulation	LF	300	\$	14.00	\$	4,200.00
18	Bollards	EA	6	\$	1,500.00	\$	9,000.00
19	CMU Repointing	SY	1720	\$	15.00	\$	25,800.00
20	Bituminous Pavement	SY	1900	\$	115.00	\$	218,500.00
21A	WWTF Electrical	LS	1	\$	5,900,000.00	\$	5,900,000.00
21B	WWTF SCADA	LS	1	\$	1,400,000.00	\$	1,400,000.00
21C	Area 1 – WWTF Site Work	LS	1	\$	1,300,000.00	\$	1,300,000.00
21D	Area 5 – Aeration Tank	LS	1	\$	2,700,000.00	\$	2,700,000.00
21E	Area 7 – Chlorine Contact Tank	LS	1	\$	1,140,000.00	\$	1,140,000.00
21F	Area 8 – Chemical Feed Building	LS	1	\$	1,045,000.00	\$	1,045,000.00
21G	Area 10 – Process Building	LS	1	\$	3,507,500.00	\$	3,507,500.00
21H	Area 11 & 12 – Primary & Secondary Sludge Holding Tank	LS	1	\$	430,000.00	\$	430,000.00
211	Area 13 – Main Electrical Building (Building items only)	LS	1	\$	265,000.00	\$	265,000.00
OTAL CO	NSTRUCTION COST				·	\$	18,495,025.0
A	Non-Construction Costs	LS	1	\$	4,290,200.00	\$	4,290,200.0
В	Walnut Street Collection System Upgrades	LS	1	\$	1,139,292.50	\$	1,139,292.5
C	Construction Contigency	LS	1	\$	1,487,020.88	\$	1,487,020.88
_	ASE 1 PROJECT COST	1 23		7	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	\$	25,411,538.38



#### TOWN OF OLD ORCHARD BEACH, ME

tem No.	Description	Unit	Otre		Unit Cost		Total Cost
1	·	LS	<b>Qty</b>	\$	250,000.00	\$	250,000.00
2	Administration (Mobilization/Demobilization)  Electrical Service Allowance	ALLOW	1	\$	30,000.00	\$	30,000.0
3	Hazardous Material Mitigation Allowance	ALLOW	1	\$	45,000.00	\$	45,000.0
4	Testing Allowance	ALLOW	1	\$	15,000.00	_	15,000.0
5	Fuel Allowance	ALLOW	1	\$	5,000.00	\$	5,000.0
7	Excavation of Unsuitable Materials	CY	115	\$	45.00	\$	5,175.0
8	Select Backfill	CY	85	\$	45.00	\$	3,825.0
9	Rock Excavation	CY	30	\$	350.00	\$	10,500.0
10	Test Pits	EA	5	\$	1,300.00	\$	6,500.0
11	Grit Removal and Disposal	CY	40	\$	450.00	\$	18,000.0
12	Type A - Shallow Concrete Spall Repair	SF	220	\$	105.00	\$	23,100.0
13	Type B - Deep Concrete Spall Repair	SF	50	\$	170.00	\$	8,500.0
14	Type C - Concrete Route & Seal Crack Repair	LF	140	\$	30.00	\$	4,200.0
15	Type D - Polyurethane Grout Injection	LF	60	\$	80.00	\$	4.800.0
17	2-inch Rigid Insulation	LF	50	\$	14.00	\$	700.0
18	Bollards	EA	4	\$	1,500.00	\$	6,000.0
20	Bituminous Pavement	SY	100	\$	115.00	\$	11,500.0
21J	Area 2 – Halfway Pump Station	LS	1	\$	2,800,000.00	\$	2,800,000.0
21K	Area 3 – Primary Clarifier	LS	1	\$	1,100,000.00	\$	1,100,000.0
21L	Area 4 – Old Aeration Tank Pump House	LS	1	\$	22,000.00	\$	22,000.0
21M	Area 6 – Secondary Clarifiers 1 & 2	LS	1	\$	745,000.00	\$	745,000.0
21N	Area 9 – Effluent Pump Station	LS	1	\$	610,000.00	\$	610,000.0
22	West Grand Pump Station Upgrades (Area 20)	LS	1	\$	10,000.00	\$	10,000.0
23	Ross Rd Pump Station Upgrades (Area 30)	LS	1	\$	325,000.00	\$	325,000.0
24	Portland Ave Pump Station Upgrades (Area 40)	LS	1	\$	477,000.00	\$	477,000.0
25	Milliken St Pump Station Upgrades (Area 50)	LS	1	\$	880,000.00	\$	880,000.0
26	Comfort Pump Station Upgrades (Area 60)	LS	1	\$	210,300.00	\$	210,300.0
27	East Grand Pump Station Bypass Connection (Area 70)	LS	1	\$	42,000.00	\$	42,000.0
A1	Primary Clarifier Mechanism Replacement	EA	5	\$	170,000.00	\$	850,000.0
A2	Secondary Clarifier No. 1 – Dome Cover	LS	1	\$	290,000.00	\$	290,000.0
A3	Secondary Clarifier No. 1 & 2 – Density Current Baffles	LS	1	\$	60,000.00	\$	60,000.
A4	Secondary Clarifier No. 1 & 2 – Full Radius Scum Skimmers	LS	1	\$	200,000.00	\$	200,000.
A5	Secondary Clarifier No. 2 – Drive Replacement & Mechanism Recoating	LS	1	\$	165,000.00	\$	165,000.
A6		LS	1	\$	50.000.00	\$	
	Maintenance Garage Bathroom			_	,	_	50,000.
A7	East Grand Pump Station Upgrades	LS	1	\$	250,000.00	\$	250,000.0
A8	Additional WWTF Site Bituminous Pavement	SY	2700	\$	100.00	\$	270,000.0

AGENDA ITEM #8130
<b>Discussion with Action:</b> Approve Order #2024-2A, Entitled, "Order to Submit Order #2024-2 to the Voters and to Call a Public Hearing on May 21st, 2024".
Chair: Shawn O'Neill

#### April 2, 2024: Order # 2024-2A

Agenda: To see what action the Council will take regarding Order # 2024-2, entitled "Order to

Submit Order #2024-2 to the Voters and to Call Public Hearing."

Motion: I move that the Order #2024-2A entitled, "Order to Submit Order #2024-2 to the Voters

and to Call Public Hearing," be approved in form presented to this meeting and that an

attested copy of said Order be included with the minutes of this meeting.

## ORDER TO SUBMIT ORDER #2024-2A TO THE VOTERS AND TO CALL PUBLIC HEARING

BE IT ORDERED, by the Town Council of the Town of Old Orchard Beach, Maine, in Town Council assembled:

That under and pursuant to the Charter of the Town of Old Orchard Beach (the "Town"), including Sections 303 and 409.12 therein, and the laws of the State of Maine, including, as applicable, Titles 21-A and 30-A of the Maine Revised Statutes, Order #2024-2, authorizing the issuance of general obligation bonds in a principal amount not to exceed \$9,800,000 to pay increased costs to complete upgrades to the waste water treatment facility equipment and systems project, be submitted to the voters of the Town at a general municipal election to be held Tuesday, June 11, 2024;

That the question submitted at the election read as set forth below;

Question 1: Shall Order #2024-2 entitled, "Order to Authorize the Town of Old

Orchard Beach to Issue General Obligation Bonds in the Principal Amount Not to Exceed \$9,800,000 to Pay Increased Costs to Complete Upgrades to the Waste Water Treatment Facility

Equipment and Systems Project," be adopted?

That said question be accompanied by a signed financial statement of the Town Treasurer, as well as the recommendations of the Town Council and Finance Committee, substantially in form as set forth below;

#### TOWN OF OLD ORCHARD BEACH FINANCIAL STATEMENT

1.	Total Town Indebtedness	
	Bonds outstanding and unpaid	\$
	Bonds authorized and unissued	\$
	Bonds to be issued if this Question	
	is approved	\$9,800,000
	Total:	\$
	Bonds to be issued if this Question is approved	\$\$ \$9,800,000 \$

#### 2. Estimated Costs of Bonds

	At an estimated interest rate ofestimated costs of this bond issue	percent (%), for ayear term, the will be:	
	Principal	\$9,800,000	
	Interest	\$	
	Total Principal & Interest	Φ.	
	to be Paid at Maturity	\$	
3	be affected by any errors in the ab amount of the total debt service for	he voters' ratification of the bonds may not bove Estimated Costs of Bonds. If the actual for the bond issue varies from the estimate, nevertheless conclusive and the validity of reason of the variance.	
		Treasurer	
		Town of Old Orchard Beach	
		Town of Old Officiald Beach	
	Fown Council Recommends: Finance Committee Recommends:		
Council of the To	on May 21, 2024 at 6:30 p.m. at the	of said question and be conducted by the Town Town Hall Council Chambers, 1 Portland Aven the Town Clerk give public notice of the hearing	
Public H Clerk is	Iearing be approved in form presented directed to insert the recommendation	the general municipal election and the Notice of ed to this meeting, provided however, that the Toon of the Finance Committee thereon and to prepare of Public Hearing for Council signatures; and	owr pare
That an a	attested copy of this Order be filed w	vith the minutes of this meeting.	
A true co	opy, attest:		
Kim Mcl	Laughlin		
Town Cl	$\boldsymbol{\varepsilon}$		
	Clerk to file an attested copy of this C	Order with the meeting minutes)	

### Question 1:

Shall Order #2024-2 entitled, "Order to Authorize the Town of Old Orchard Beach to Issue General Obligation Bonds in the Principal Amount Not to Exceed \$9,800,000 to Pay Increased Costs to Complete Upgrades to the Waste Water Treatment Facility Equipment and Systems Project," be adopted?

#### TOWN OF OLD ORCHARD BEACH FINANCIAL STATEMENT

1.	Total Town Indebtedness Bonds outstanding and unpaid Bonds authorized and unissued Bonds to be issued if this Question is approved Total:	\$ \$ \$ 9,800,000 \$	
2.	Estimated Costs of Bonds At an estimated interest rate of p estimated costs of this bond issue will Principal Interest Total Principal & Interest to be Paid at Maturity		year term, the
3.	Validity The validity of the bonds and of the volume be affected by any errors in the above amount of the total debt service for the the ratification by the electors is never the bond issue is not affected by reason	Estimated Costs of Bo bond issue varies fro theless conclusive and	onds. If the actual om the estimate,
		Treasurer Town of Old Orch	ard Beach
	own Council Recommends:  nance Committee Recommends:		
 Yes			
 No			

#### **AGENDA ITEM #8131**

**Discussion with Action:** Approve the Special Event Permit application for 5k Sports Race Management to hold a road race on Saturday, April 14th, 2024,

from 8 a.m. to Noon. Two Old Orchard Beach police officers are required, and must be booked at least two weeks prior to the event; any cancellation of the event must be at least one week prior to the event. Insurance, listing the Town of Old Orchard Beach as additionally insured, must be provided to the Town Clerk's Office at least two weeks in advance of the event. Chair: Shawn O'Neill

## **APPLICATION INFORMATION**

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT. 1. Name of applicant 5K SPorts Address of applicant P.O. Box 1625 Por Hand Me Phone number of applicant (207 831-6029 E-mail Five KS PORT & ACC COM Cell phone (\_\_\_) On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable) Website address (if an Organization, Firm or Corporation) Five K Sport O ACL. COM Type of Event: ☐ Festival/Fair Race/Walk/Bike Ride ☐ Concert ☐ Parade/March ☐ Other - Please specify 2. Event Description (name all vendors who will provide entertainment and the type of entertainment provided) F Mara Thon Will you be using tents? \_\_\_\_\_YES \_\_\_\_\_\_\_\_YES \_\_\_\_\_\_\_\_\_\_\_NO If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

3	Will you be using staging?YESX_NO
	If yes, the following items will be used at the event (Please mark all that apply):  ☐ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☐ Live Entertainment ☐ Loud Speaker(s) ☐ Microphone(s) ☐ Stadium(s) ☐ Stage(s)
	□ Other:
	Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.
3.	Chairperson and/or responsible party for the event, if other than above: (Include information how this person may be contacted <u>at any time</u> during the event).
	Name JiM McCorkle Work Phone (1) 83-6029
	Address Po Box 1625 Portland Me OHOY
	City State Zip
	Cell phone () 831- 6629 Fax ()
	E-mail Five K SPort & AOL. COM
4.	SET-UP Date for Event 3/23/2 4 Day of Week 5 AT from 0800 to 1200
	Date of Event bay of Week from to
	Date of Event Day of Week from to
	Date of Event bay of Week from to
	Date of Event Day of Week from to
	TAKE-DOWN date Day of Week fromto
	RAIN DATE(s) Times
	(if rain date listed, insurance must list rain date)
5.	Location of the Event Brun s wick to te!  (if applicable, a map or diagram showing the area to be used, or parade route)
6.	The estimated number of participants in the event
	0-150 (150-500) 500-1000 1 000+
	2Mish

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.			
	No			
8.	Will the sale of food and/or beverages occur at the event?No If yes, describe the commodities to be sold.  □ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) □ Pot Luck Items □ Professional Catering □ Non-Profit Food Vendors □ Retail Food Vendors			
9.	Will there be merchandise sold at the event?YESXNO			
	Description of merchandise			
10.	Is the event a Charitable event?YESNO			
	Is this event co-sponsored by the Town of Old Orchard Beach?YESX_NO			
	If this event a Regional School Unit #23 event?YesNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).			
11.	If the event is charitable, name the beneficiary of the proceeds from the event:  Old Orchard Beach Track + Field - School			
12.	List any Event Sponsors:  5 K SPOITS Race MOINT			
	Will admission be charged for the event?YESNO Will participants be charged for parking? YESNO			

.3. Has this event been held previously	y in Old Orchard Beach?		Cano	el Concel
.3. Has this event been held previously YES (if yes, please list dates): NO	2017, 2018, 2023	2019	2020,	7021, ZOEZ
.4. What is the applicant doing to ensure peace? Describe your plans for securif necessary). Security plan will need they have final say in appropriate nulleast one Old Orchard Beach Police the sole responsibility of the event of	rity at your event, including a final approval by the Olumber and type of security of the Officer, if security is requ	ing crowd o d Orchard ty personn	control (atta Beach Police el required.	ch additional shee Department and Must include at
Please describe your security plan (i vehicles, equipment, and Emergence		ontrolling i	ngress/egres	ss of all persons,
Additional Uniformed presence prov	vided by: Off-Duty Po	lice Office	rs; Priva	te Security;
Times: 0800-1700	How many?3			
If you have already made contact winumber:	ith someone about securi	ty, provide	the contact	name and
Name:	Phone Nu	ımber:		
Please list any items that will be left details for personal property safety responsible for items left on the pro property at the location at any time)	and security of site: (Note perty. The Town assume)	e that the e s no respo	event organiz	zer is solely tems of personal
	10:10			

	Will audible devices be used at this event?YESXNO  If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).				
	Where will the event attendees/participants park? 1St StreeT				
	Will a shuttle service be provided from parking areas to the event site?YESX_NO  If yes, please describe shuttle plan, and name of company provided service:				
	Will you require special parking (RV's, trailers, trucks)?YES				
15.	Describe your plans for waste disposal at your event. What arrangements have you made for remove and disposal of trash generated by your event? Please supply details of numbers and type of container and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.				
	Mone				
	Is the use of barricades necessary/requested for this event?				
	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs? YESYES				

	Is any other public works assistance needed?
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
16	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no pair or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned t "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class datas listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be
	allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the
	area is cleaned to the satisfaction of the public works department and/or fire department.  YESNO
	If yes, explain:
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage t be used, and description of verbiage being posted on signage.
	na
	Will this event be posting a banner on public property?YESYNO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being serve the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):  YES  NO

	Will the alcohol be:Sold;Given away;Both				
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlli consumption:				
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedXNo				
20.	Will the event involve professional fireworks?YESNO  Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?  (If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).				
	What time/date will the fireworks display occur?				
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YESNO				
	If so, please indicate the location of the animals on the Site Plan/Map.				
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 <sup>st</sup> through August 31 <sup>st</sup> of each year. Will this event occur of the beach?YESNO				
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prict to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.				
	<b>Piping Plover Essential Habitat:</b> The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter				

an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. *However, projects must be reviewed by MDIFW before* 

Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	23. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of a least \$500,000. The Town of Old Orchard Beach <u>MUST</u> be listed as an Additional Named Insured.				
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.				
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?				

	SPECIAL EVENT P	PERMIT	AGREEME	NT	
, JAMES	McCorke on behalf of	5K	SPORTS	Kace	MEMT
(Print Applicant Con	tact Name) (	Print Organiza	ation/Group Nar	ne)	

Agree to abide by the following Special Event requirements:

- 1. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
- 2. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. (initial)
- 3. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
- 4. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
- Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will k
  disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that
  might occur during the period of use.
- 6. To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
- 7. This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
- 8. For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of service provided by the Town of Old Orchard Beach, in support of said event.
- 9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend an hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agent invitees or other sponsor in connection with said event.

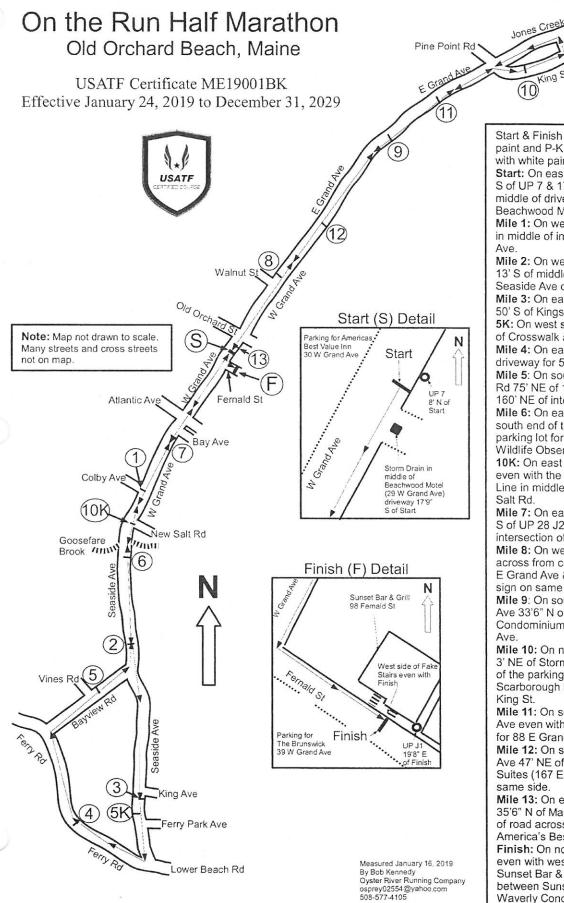
- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Perm	nit Agreement terms and conditions and I agree to be bound by saic
terms and conditions I certify that the information	I provided is accurate to the best of my knowledge.
Signature: Jaw WcCrle	
(authorized representative)	
Print name:	McCorkle
Print Organization Name (if applicable):	5 K Sports Rue MOINT

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

Course MAP Attached



Start & Finish are marked with white paint and P-K nails. Miles are marked with white paint. (UP = Utility Pole).

Start: On east side of W Grand Ave 8' S of UP 7 & 17'9" N of Storm Drain in middle of driveway for the The Beachwood Motel at 29 W Grand Ave.

Mile 1: On west side of W Grand Ave in middle of intersection with Colby

Ave 3

Mile 2: On west side of Seaside Ave 13' S of middle of driveway for 371 Seaside Ave on opposite side. Mile 3: On east side of Seaside Ave

50' S of Kings Ave intersection 5K: On west side of Seaside Ave 60' N of Crosswalk at Ferry Park Ave.

Mile 4: On east side of Ferry Rd in driveway for 552 Ferry Rd.

Mile 5: On southeast side of Bayview Rd 75' NE of 110 Bayview Rd & about 160' NE of intersection with Vines Rd. Mile 6: On east side of Seaside Ave at south end of the entrance to the parking lot for Goosefare Brook Wildlife Observation Platform.

**10K:** On east side of W Grand Ave even with the south end of the Stop Line in middle of intersection of New Salt Rd.

Mile 7: On east side of W Grand Ave 2' S of UP 28 J28 on south corner of intersection of Bay Ave.

Mile 8: On west side of E Grand Ave across from center of front steps for 71 E Grand Ave & 7' S of Rt 1 Bike Turn sign on same side.

Mile 9: On southeast side of E Grand Ave 33'6" N of Grand Atlantic Condominium sign at 207 E Grand

Mile 10: On northwest side of King St 3' NE of Storm Drain on the south side of the parking area for the Scarborough Fire Department at 12 King St

Mile 11: On southeast side of E Grand Ave even with south side of front door for 88 E Grand Ave at corner of 10<sup>th</sup> St. Mile 12: On southeast side of E Grand Ave 47' NE of Friendship Oceanfront Suites (167 E Grand Ave) sign on same side

Mile 13: On east side of W Grand Ave 35'6" N of Manhole Cover on east side of road across from the north end of America's Best Value Inn

Finish: On north side of Fernald St even with west side of fake stairs of Sunset Bar & Grill, & 19'8" W of UP J1 between Sunset Bar & Grill and The Waverly Condos. MISCELLANEOUS PAYMENT RECPT#: 615920

TOWN OF OLD ORCHARD BEACH

1 PORTLAND AVE.

OLD ORCHARD BEACH, ME 04064

DATE: 02/09/24 TIME: 07:29:28 CLERK: jeff DEPT: CUSTOMER#:

COMMENT: SPEC EVENT PERMIT

CHG: TCREC TOWN CLERK RECE 50.00

AMOUNT PAID: 50.00

PAID BY: SPORTS RACE MANAGEME

PAYMENT METH: CHECK

2639

REFERENCE:

AMT TENDERED: 50.00 AMT APPLIED: 50.00

CHANGE:

.00

## AGENDA ITEM #8132

<b>Discussion with Action:</b> Approve the Special Event Permit application for the
Veterans Memorial Park Sub-Committee to hold "Luminary Night" in
Memorial Park on Sunday, May 26th, 2024, from 5 p.m. to 9 p.m.

# **APPLICATION INFORMATION**

PL	EASE SUBMIT A <u>COMPLETE</u> APPLICATION A MINIMUM OF <u>30 CALENDAR DAYS</u> PRIOR TO THE EVENT.
1.	Name of applicant harry Mead
	Address of applicant 6 Cherry Hills Bd OOB ME 04064 City State Zip
	Phone number of applicant 907 756 . 5505 Fax ()
	Cell phone ( ) E-mail <u>meacharry \$62 @ gmail. com</u>
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)  Veterans Memorial Park Committee
	Website address (if an Organization, Firm or Corporation)
	Type of Event:    Festival/Fair   Race/Walk/Bike Ride   Concert   Parade/March   Other - Please specify huminary Night
2.	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
	hine walkways with lighted bags in
	honor of those who died either during thour
	military service, or subsequent to military service
	military service, or subsequent to military service  Will you be using tents?YESX_NO
	If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

	Will you be using stagi	ng?YES	XNO		
		ems will be used at th □ Bleacher(s) □Microphone(s)	□ Dance Floor(s)	□Live Enter	
	☐ Other:				
	Note: If any of the ab Plan/Map. Use of the	ove items will be used above items may rec	d, please indicate th Juire the Event Orga	eir location on y inizer to meet A	our attached Site DA regulations.
3.	Chairperson and/or responsible party for the event, if other than above: (Include information how this person may be contacted <u>at any time</u> during the event).				
	Name		Work Pho	one ()	
	Address				
			City	State	Zip
	Cell phone ()		Fax ()		
	E-mail				
4.	SET-UP Date for Even	5.26.24	Day of Week Sun	from 5:00	to 8:30 pm
	Date of Event _Sa	meDay of W	eek	from_ <u>5:0</u>	0 to 9:00 pm
	Date of Event	Day of W	/eek	from	to
	Date of Event	Day of W	/eek	from	to
	Date of Event	Day of W	/eek	from	to
	TAKE-DOWN date	Day of W	/eek	from	to
	RAIN DATE(s)(if rain date listed, ins	surance must list rain	date)		
5.		t <u>Veterans</u> a map or diagram sh	Memoria owing the area to b	e used, or parad	e route)
6.	The estimated numb	per of participants in t		00+	

Will the sale of food and/or beverages occur at the event? If yes, describe the commodities to be sold.  □ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) □ Pot Luck Items □ Professional Catering □ Non-Profit Food Vendors □ Retail Food Vendors
Will there be merchandise sold at the event?NO
Description of merchandise <u>Luminary bags</u>
Is the event a Charitable event?YESNO
Is this event co-sponsored by the Town of Old Orchard Beach?YESNO
If this event a Regional School Unit #23 event?YesNO  (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co- sponsored by the Town of Old Orchard Beach).
If the event is charitable, name the beneficiary of the proceeds from the event:
Veterans Memorial Park
List any Event Sponsors:

3.	Has this event been held previously in Old Orchard Beach?
	X YES (if yes, please list dates): Sunday before Memoria Day
	NO
.4.	What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.
	Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services):
	N/A
	Additional Uniformed presence provided by:Off-Duty Police Officers; Private Security;Volunteers
	Times: How many?
	If you have already made contact with someone about security, provide the contact name and number:
	Name: Phone Number:
	Name.
	Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)
	None

	Bagpipe From 8:00 to 9:00 pm								
Where v	vill the event attendees/participants park? parking lot or on str								
Will a shuttle service be provided from parking areas to the event site?YESXNO									
If yes, pl	If yes, please describe shuttle plan, and name of company provided service:								
Will you	require special parking (RV's, trailers, trucks)?YESNO								
If yes, give details:									
and dispo and supp associate	your plans for waste disposal at your event. What arrangements have you made for reresal of trash generated by your event? Please supply details of numbers and type of cont lier of containers that will be used. (Attach additional sheets if necessary) Costs d with waste disposal are the sole responsibility of the event organizer. Disposal in Town eptacles is NOT an accepted means of disposal, and is prohibited.								
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1	s any other public works assistance needed?
	f using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak
16.	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event leaving no residue or noticeable impact; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.  YES XNO  If yes, explain:  NO PERMIT TEXAMBLE  TO PERMIT TEXAMB
	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.  Winus buy along walkways
	Will this event be posting a banner on public property?YESNO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
18	. Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):YESNO

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20	Will the event involve professional fireworks?YESNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES NO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 <sup>st</sup> through August 31 <sup>st</sup> of each year. Will this event occur or the beach?YESNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	<b>Piping Plover Essential Habitat</b> : The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all

projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of
	Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own
	cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at
	Jacob \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30
	Yes, it has been provided with the application; No, it will be provided at least 30
	days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

### SPECIAL EVENT PERMIT AGREEMENT

l,	Larry Mead on behalf of Veterans Memoria Park Committee
(P	rint Applicant Contact Name) (Print Organization/Group Name)
Αę	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and

invitees or other sponsor in connection with said event.

hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
 I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
 Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
 Events are considered rain/shine. Refunds are not issued if the event does not occur.
 The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
 Consumer Fireworks are illegal in Old Orchard Beach.
 I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. Certify that the information I provided is accurate to the best of my knowledge.

Signature: Date: 3.19.34

Print name: Name (if applicable): Veteral S Memorial Park Committee

# Nancy Kelley



We are sad to say good bye to our long time member and our friend Nancy Kelley.

Nancy was involved in many organizations including the Rotary Club of Saco Bay, Gold Star Mothers (America, American Legion Post 57 Auxiliary, and the VFW #7997 of Old Orchard Beach. Nancy was instrumental in creating the Christopher Scott Cash Memorial Scholarship Fund in honor or her son v was killed in the line of duty during Operation Iraqi Freedom. All proceeds benefit graduating seniors are going on to further their education. The "Run For Cash" Memorial 5K and Family Race Day takes peach summer with hundreds of runners, walkers and children participating.

Donations may be made in Nancy's honor to the:

Christopher S. Cash Memorial Scholarship Fund c/o Saco & Biddeford Savings Institution 2 Portland Ave.,
Old Orchard Beach, ME 04064

To see the full obituary, please click here

### **Sponsors**



CERTIFIED PUBLIC ACCOUNTANTS



Philip S. Hatch III MBA CRC 19 Evergreen Drive Saco ME 04072 (207) 229-0376









#### **AGENDA ITEM #8133**

Discussion with Action: Approve the Special Event Permit application for the Chamber of Commerce to hold a Lobsterbake event in Veteran's Memorial Park with live music and a beer tent, on Saturday, June 8th, 2024. Set-up is the same day at 8 a.m. Event is from 5:30 p.m. to 8:30 p.m. The beer tent must be on the Libby Library property, with permission from the Library—Liquor Liability insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided by the liquor provider, as well as the liquor provider proving private door security.

Chair: Shawn O'Neill

# **APPLICATION INFORMATION**

PL	EASE SUBMIT A <u>COMPLETE</u> APPLICATION A MINIMUM OF <u>30 CALENDAR DAYS</u> PRIOR TO THE EVENT.
1.	Name of applicant Old Orchard Beach Chamber of Conmerce
	Address of applicant 11 First St OOB ME 04064 City State Zip
	Phone number of applicant (207) 934 - 2500 Fax (207) 934 - 4994
	Cell phone 1347 3743-3605 E-mail Kinh Qoldarchard beachmaine. Com
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
	Website address (if an Organization, Firm or Corporation) www. oldorchard beachnaine.com
	Type of Event:    Festival/Fair   Race/Walk/Bike Ride   Concert   Parade/March   Other - Please specify   Lobeterbake   W/ live music
2.	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
	A day of relebrating all the fun activities of OOR with a lobsterbake event in Veteran Memorial
	Park with life music & a beer tent
	Will you be using tents?YESNO
	If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.
	will have that info in next month.

Lobster Rock in





## Town of Old Orchard Beach Special Event Permit application

## **Application for Special Event Permit**

#### Please read the following:

- All applications must be thoroughly completed. Failure to fully complete an application may result in a delay in the processing.
- This application is to be completed by the individual or authorized representative of the organization regulating the event and requesting the permit. Submission of an application does not guarantee the event will be approved. Do not publicize or promote your event until your notification of acceptance has been issued.
- All applications must be received by the Town Clerk's Office not less than thirty (30) calendar days prior to the date on which the person proposes to conduct such special event. If not received by that date, the application may be subject to non-approval for that reason.
- Special Event Permit applications require a \$50 (per day, including dates of set up/take down) non-refundable fee to be paid at the time application is received.
- A Special Event Permit Application will be deemed "received" on the date the Town Clerk's Office receives:
  - o A completed application
  - Appropriate Insurance, listing the Town of Old Orchard Beach as additionally insured (if event is within 30 days)
  - Application fee
- Once you have completed the application, please return to the Town Clerk's Office:

Town Clerk's Office 1 Portland Avenue Old Orchard Beach, ME 04064

If you have any questions, please contact the Town Clerk's Office at 207-934-4042 or e-mail the Town Clerk, Kim McLaughlin, at <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a>

	Will you be using staging?YESNO (Vsc gazdo)
	If yes, the following items will be used at the event (Please mark all that apply):  ☐ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☐ Tive Entertainment ☐ Loud Speaker(s) ☐ Microphone(s) ☐ Stadium(s) ☐ Stage(s)
	☐ Other:
	Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.
3.	Chairperson and/or responsible party for the event, if other than above: (Include information how this person may be contacted <u>at any time</u> during the event).
	Name Kin Howard Work Phone (20) 934-2500
	Address 11 First St, OOB, ME 04064  City State Zip
	Cell phone (847) 743 - 3605 Fax (201) 934 - 4994
2	E-mail kinh@ olderclardbeachmaine.com
Que 4.	SET-UP Date for Event 6 - 8-24 Day of Week 5at from 8 am to
marg	Date of Event 6/8/24 Day of Week Saturday from 5:30 to 9:30
	Date of Event bay of Week from to
	Date of Event bay of Week from to
	Date of Event Day of Week from to
	TAKE-DOWN date Day of Week fromto
	RAIN DATE(s) $6/9/24$ Times
5.	(if applicable, a map or diagram showing the area to be used, or parade route)
6.	The estimated number of participants in the event
	0-150;500-1000;1,000+

7.	If a parade yes, explair	e or pu n). Use	blic gatl e extra s	hering, sheet o	will it f pape	occupy r to de	any or all of the rescribe exact route	oadway involved of parade, includ	or to k ling an	oe trav y wate	versed? ( er stops.
	Will	be	Con	tain	d	in	Veterans	Memori	ol_	Par	rk.
8.	commoditi	ies to b ic Beve	e sold. erages (e	only at	Ballpa	rk, usin	at the event? g Ballpark License ood Vendors	e) 🗆 Pot Luck I	tems		THE ACCOUNTS
9.							?YES				
10							NO Id Orchard Beach?	YES.	_	NO	
	If this eve	nt a Re est for	gional : a waive	School er can c	Unit #	23 ever	nt?Yes	sNO			ed or co-
11	. If the eve	nt is ch	aritable	e, name	the b	enefici	ary of the proceed	s from the event	::		
12	. List any E	Event S	ponsor	s: W	ill	have	. SOON				
	Will admi						YESYES	NO NO			

ase list dates):
doing to ensure the event will not endanger the public safety or disturb the plans for security at your event, including crowd control (attach additional sheet plan will need final approval by the Old Orchard Beach Police Department and appropriate number and type of security personnel required. Must include at Beach Police Officer, if security is required. Costs associated with security are of the event organizer.
ecurity plan (including your plans for controlling ingress/egress of all persons, and Emergency Medical Services):  y around the Pork;  ticketed event w/volunteers at entrances  ttenders.  presence provided by:Off-Duty Police Officers;Private Security;
How many?
de contact with someone about security, provide the contact name and
Phone Number:
nat will be left overnight. If equipment will be left on-site overnight, provide operty safety and security of site: (Note that the event organizer is solely eft on the property. The Town assumes no responsibility for items of personal

	Will audible devices be used at this event?YESNO If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).
	Live music @ gazebo
	Where will the event attendees/participants park? Around Memorial Park  + at private lots  Will a shuttle service be provided from parking areas to the event site?YESNO  If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESNO  Just for load-in d load-out.  If yes, give details:
15.	Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.
	Additional trash cons from PW.
	Is the use of barricades necessary/requested for this event?
	If yes, number needed and location
	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?
	YESVNO If yes, please describe:

	s any other public works assistance needed?
	f using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
t ta	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the bit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event leaving no residue or noticeable impact; a small water extinguisher and shovel are present; at least one adult be assigned to keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.  YESNO
ľ	of meals.
u	Of meals.
	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.  May have a banner near gazebo welcoming aftendres to event.
٧	Vill this event be posting a banner on public property?YESNO
	f yes, please list requested dates, dimensions of banner, wording on banner, and location (no more han two weeks prior to the event):
-	
t	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If his is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, he Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):YESNO
	Dwill work with Library for beer tent of will page 7 of 120 keep within those para

Will the alcohol be:Sold;Both	
Describe the type of alcohol to be served, times consumption will be allowed, and plans for cont consumption:  Beer will be served in a tented area bellibrary (if approved by Library Board of Trustees)	
19. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of Ballpark?Yes, it's attachedNo	of the
20. Will the event involve professional fireworks?	must
What time/date will the fireworks display occur?	
21. Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES_VNC	)
If so, please indicate the location of the animals on the Site Plan/Map.	
22. Piping Plovers are state and federally protected birds that nest on beaches. There are mandate beach management guidelines from April 1 <sup>st</sup> through August 31 <sup>st</sup> of each year. Will this event of the beach?YESNO	ory occur on
If yes, you must contact the Public Works Department at 207-934-2250, approximately one we to the event. In the event there are any active piping plover nests in the vicinity of your event, may have to move your event farther down the beach, or request permission to change the day your event.	you
Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute agency or municipal government shall not permit, license, fund, or carry out projects that will significan an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW Town approval.	ntly alter f all

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?

	SPECIAL	EVENT PERMIT AGREEMENT	7
Kim	Howard	on behalf of Old Brokard Beach Commerce	ٰ ک
(Print Applicant Contact Name)		(Print Organization/Group Name)	

Agree to abide by the following Special Event requirements:

- 1. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
- 2. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. (initial)
- 3. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
- 4. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
- Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
- 6. To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
- 7. This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
- For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
- 9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Name: S/8/2021

Print name: Kim Howard

Print Organization Name (if applicable): Old Brohard Bead Charler

Of Commerce

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

Porta Potties/Rest Rooms Dwill provide 30 days before event.

### Kim McLaughlin

From:

Kim Howard < kimh@oldorchardbeachmaine.com>

Sent:

Tuesday, March 19, 2024 9:19 AM

To:

Kim McLaughlin

Subject:

Re: New Chamber Event - June 8.

#### \*\*\*EXTERNAL\*\*\*

This e-mail originated from outside of the Town of Old Orchard Beach E-mail System. **Do Not** click links or open attachments unless you recognize the sender address and know the content is safe. If in doubt, please use an alternate method to the individual who claims to be sending the email.

Dear Kim,

Thanks for your email. Sorry about not including the set-up time. It will be at 10am that morning.

Please let me know if you have any other questions.

Thanks.

Kim Howard

Kim Howard - Executive Director Old Orchard Beach Chamber of Commerce (207) 934-2500 oldorchardbeachmaine.com



On Mar 19, 2024, at 8:41 AM, Kim McLaughlin <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a>> wrote:

Kim,

You have the event on June 8<sup>th</sup> from 5:30 p.m. to 8:30 p.m., but you don't have any set-up time. Will set-up be the same day, and when on that day?

Thank you.

Kim

From: Kim Howard < kimh@oldorchardbeachmaine.com >

Sent: Monday, March 18, 2024 2:25 PM

To: Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a>>

Subject: New Chamber Event - June 8

#### \*\*\*EXTERNAL\*\*\*

This e-mail originated from outside of the Town of Old Orchard Beach E-mail System. **Do Not** click links or open attachments unless you recognize the sender address and know the content is safe.

If in doubt, please use an alternate method to the individual who claims to be sending the

Dear Kim,

Hope your Monday is going well.

Please find attached the Chamber's event application for a new event, a lobsterbake in Memorial Park on June 8th. I have touched base already with Larry Mead and the Park Committee. I have also spoke with Lee Koenigs at the Library and she will put our request for holding a beer tent on Library property at the April Board of Trustees meeting.

If you have any questions, please feel free to contact me.

Thanks.

Kim Howard

Kim Howard - Executive Director
Old Orchard Beach Chamber of Commerce
(207) 934-2500
oldorchardbeachmaine.com

<image001.png>

#### **AGENDA ITEM #8134**

Discussion with Action: Approve the Special Event Permit application for the Salvation Army to hold their annual parade from Saco and Biddeford Savings Bank to the Square on Sunday, July 28th, 2024, from 4:30 p.m. to 5:30 p.m. Chair: Shawn O'Neill

# **APPLICATION INFORMATION**

## PLEASE SUBMIT A <u>COMPLETE</u> APPLICATION A MINIMUM OF <u>30 CALENDAR DAYS</u> PRIOR TO THE EVENT.

1.	Name of applicant Kathleen Veltsos		77.4	
	Address of applicant 8 Sixth Street, Old Orchard Be	each, ME 0	4064	
		City	State	Zip
	Phone number of applicant (207) 934-2024		Fax ( <u>207)</u>	934-5977
	Cell phone (207) 703-4255 E-mail	Kathleer	n.Veltsos@use.	salvationarmy.org
	On whose behalf is this event being conducted? (On The Salvation Army	rganization	n, Firm, Corpor	ation, if applicable)
	Website address (if an Organization, Firm or Corpor	ration)		
	Type of Event:  ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☑ Parade/March ☐ Other – Please specify			
2.	Event Description (name all vendors who will provided)	de enterta	inment and the	e type of entertainment
	Parade of witnesses: Walkers and band	<del> </del>	· · · · · · · · · · · · · · · · · · ·	<u> </u>
	Will you be using tents?YESX_NO  If yes, list size of tent and supplier, as well as what   tent (i.e. cooking, sales, picnic tables, chairs, etc), a			
		***************************************		

Will you be using staging? _	YES <u>x</u> NO		
☑ Amplified Music ☐ Ble	ill be used at the event (Pleas acher(s) ☐ Dance Flo rophone(s) ☐ Stadium(s	or(s) ৷ XLive Entert	ainment
☑ Other: Brass instruments	3	P-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	
•	ems will be used, please indic titems may require the Even	•	
3. Chairperson and/or respons (Include information how th	sible party for the event, if ot is person may be contacted <u>a</u>		event).
Name Derek Lance	Wor	rk Phone ( <u>    )   <sup>845-620</sup></u>	)-7412
Address 440 West Nyack	RD., West Nyack, NY, 10994,	United States	
	City	State	Zip
Cell phone ()	Fax (	)	
E-mail_derek.lance@use.sal	vationarmy.org		
4. SET-UP Date for Event	Day of Week	from	to
Date of Event July 28, 2024	Day of Week Sunday	from4:00P	Mto_5:30PM
Date of Event	Day of Week	from	to
Date of Event	Day of Week	from	to
Date of Event	Day of Week	from	to
TAKE-DOWN date	Day of Week	from	to
RAIN DATE(s)(if rain date listed, insurance	Time must list rain date)	S	
5. Location of the Event Fro (if applicable, a map	om Saco Biddeford Savings Ba	nk to Town Square Park to be used, or parade	route)
6. The estimated number of p			

	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	Yes. During parade which will start SBSI and end at Town Square
	Will the sale of food and/or beverages occur at the event? no If yes, describe the commodities to be sold.
	☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items ☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors
9.	Will there be merchandise sold at the event?YESXNO
	Description of merchandise
10.	Is the event a Charitable event? YESNO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO
	If this event a Regional School Unit #23 event?Yes ×NO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
11	If the event is charitable, name the beneficiary of the proceeds from the event:
	n/a
12	. List any Event Sponsors:
	The Salvation Army
	Will admission be charged for the event? YES NO
	Will participants be charged for parking? YES X NO

3. H	las this event been held previously in Old Orchard Beach?
_	X YES (if yes, please list dates): each year for approximately 25 years
_	NO
p if tl	What is the applicant doing to ensure the event will not endanger the public safety or disturb the eace? Describe your plans for security at your event, including crowd control (attach additional shee necessary). Security plan will need final approval by the Old Orchard Beach Police Department and ey have final say in appropriate number and type of security personnel required. Must include at ast one Old Orchard Beach Police Officer, if security is required. Costs associated with security are sole responsibility of the event organizer.
	ease describe your security plan (including your plans for controlling ingress/egress of all persons, phicles, equipment, and Emergency Medical Services):
	will work with OOB PD to escort parade and to assist with public safety measures. Seaside Pavilion states be onsite
	dditional Uniformed presence provided by:Off-Duty Police Officers; Private Security; Volunteers
	dditional Uniformed presence provided by:Off-Duty Police Officers; Private Security;
Ti	dditional Uniformed presence provided by:Off-Duty Police Officers; Private Security;  < Volunteers
Ti If	dditional Uniformed presence provided by:Off-Duty Police Officers; Private Security;
Till Iff no N	dditional Uniformed presence provided by:Off-Duty Police Officers;Private Security;  Volunteers  Mes: How many?2  you have already made contact with someone about security, provide the contact name and umber:

-	Brass instruments
•	Where will the event attendees/participants park? Public parking or their respective hotels.
	Most attendees will be residing in local hotels.
1	Will a shuttle service be provided from parking areas to the event site?YES $\frac{x}{x}$ NO
	If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESX_NO  If yes, give details:
	Describe your plans for waste disposal at your event. What arrangements have you made for removand disposal of trash generated by your event? Please supply details of numbers and type of contain and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.
	Salvation Army personnel will pick up any trash created by the parade
	is the use of barricades necessary/requested for this event? yes
	If yes, number needed and location Square entrance
	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?
	YES X NO If yes, please describe:

	Is any other public works assistance needed? <u>no</u>
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
16.	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be
	allowed in our zone. A \$100 <b>Cash</b> deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.  YES X NO
	If yes, explain:
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.  See previous years
	Will this event be posting a banner on public property?YES _XNO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
18.	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally Insured):YES _XNO

	Will the alcohol be:Sold;Given away; <u>n/a</u> _Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:  n/a
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? <u>n/a</u> Yes, it's attached <u>No</u>
20.	Will the event involve professional fireworks?YESXNO  Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) YES X NO
	If so, please indicate the location of the animals on the Site Plan/Map.
22	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April $1^{\text{st}}$ through August $31^{\text{st}}$ of each year. Will this event occur on the beach?YES _X _NO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

Old Orchard Beach cost and expense f	Town Clerk urnish a poli	's Office i icy or pol	30 days i	prior to the even property dama	ent date. The ap age or bodily inju	plicant shall at its Iry in the amount o	own of at
	•	ided with	the app	lication;	No, it will be	provided at least 3	30
fields)?	YES	X	NO.	if yes, has the a			
•	Old Orchard Beach cost and expense f least \$500,000. TheYes, it hadays prior to the else the applicant refields)?	Old Orchard Beach Town Clerk cost and expense furnish a police least \$500,000. The Town of Company of Company of the Expense of Company of the Expense of Company of	Old Orchard Beach Town Clerk's Office of cost and expense furnish a policy or polleast \$500,000. The Town of Old Orchate    X Yes, it has been provided with days prior to the event.  Is the applicant requesting the use of the fields)? YES X	Old Orchard Beach Town Clerk's Office 30 days cost and expense furnish a policy or policies for least \$500,000. The Town of Old Orchard Beach  X Yes, it has been provided with the app days prior to the event.  Is the applicant requesting the use of the RSU # fields)? YES X NO.	Old Orchard Beach Town Clerk's Office 30 days prior to the every cost and expense furnish a policy or policies for property dama least \$500,000. The Town of Old Orchard Beach MUST be listed a Yes, it has been provided with the application; days prior to the event.  Is the applicant requesting the use of the RSU #23 school property days and the second property days prior to the event.	Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The ap cost and expense furnish a policy or policies for property damage or bodily injuleast \$500,000. The Town of Old Orchard Beach MUST be listed as an Addition  X Yes, it has been provided with the application; No, it will be days prior to the event.  Is the applicant requesting the use of the RSU #23 school property (schools, pafields)? YES X NO. If yes, has the applicant receives	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RS

## SPECIAL EVENT PERMIT AGREEMENT

The Salvation Army

I.	Kathleen Veltsos on behalf of The Salvation Army		
	nt Applicant Contact Name) (Print Organization/Group Name)		
Agr	ee to abide by the following Special Event requirements:		
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.		
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. kv (Initial)		
3.	. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.		
4.	. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.		
5.	remises will be left in as good a condition as received except for reasonable wear and tear. All trash will be isposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that hight occur during the period of use.		
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.		
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.		
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of service provided by the Town of Old Orchard Beach, in support of said event.		
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents invitees or other sponsor in connection with said event.		

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Kall William (authorized representative)	Date: 02/12/2024
Print name: Kathleen Veltsos	
Print Organization Name (if applicable): Salvation An	my

Kathleen Veltsos
Director, Pavilion Ministries
Seaside Pavilion
The Salvation Army |USA Eastern Territory
Maine, New Hampshire, Vermont
8 Sixth Street, Old Orchard Beach, ME 04064
Office: (207) 934-2024 Cell: (207) 703-4255
Kathleen.Veltsos@use.salvationarmy.org
http://seasidepavilion.org/

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator) In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms	Vendor Locations Garbage Cans Water Sources	Street Closures/Parking Information Water/Electricity Sources Loudspeakers	

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D	AND EMPLOYERS' LIABILITY		WC 8978533-28	[	01/01/24	01/01/25	X PER STATUTE ER		
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [Mandatory In NH]	N/A					E.L. EACH ACCIDENT	\$	1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below			1	1		E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
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	ina parado nom top or old ore	IIDIU AV	ende to mish at OO	D FIE	ı				
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Т	own of Old Orchard Beach			SHOU	LD ANY OF TH	IE ABOVE DES	CRIBED POLICIES BE CAN	CELLEC	BEFORE
	Portland Ave		j	THE	EXPIRATION	DATE THER	EOF, NOTICE WILL BE	DELIV	ERED IN
С	ld Orchard Beach, ME 04064		]	ACCORDANCE WITH THE POLICY PROVISIONS.					
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ACORD 25 (2016/03)

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# Certificate of Insurance Request



Date Request Submitted:	02/16/24	Date Certificate Needed:	02/25/24	
E-mail certificate to:	kathleen.veltsos@use.salvationarmy.org			
Fax certificate to (attn			- CO COCCOMO A Almonda from the service of the concommon assumption assumes are not one extractor.	
TSA Location Info ARC/CORP/INSTITUTION NAME: SA NNE	ormation LOCATION #:	Location to be In NAME (IF DIFFERENT): Old Orchard Beach Ave	ISURED LOCATION #:	
ADDRESS:		ADDRESS:	ПР <del>(III - V), п) — V (V (III - V) — Са</del> со	
CITY, STATE:	ZIPCODE:	CITY, STATE: Old Orchard Beach, ME 04064	ZIPCODE:	
Certificate Ho NAME: Town of OOB	older	Additional Insuname (IF DIFFERENT):	IPP (List all Parties)	
ADDRESS: 1 Portland Ave	<u></u>	ADDRESS:	er til med har til store skale for skale til de det skale skale skale for skale for skale for skale for skale f	
CITY, STATE: OOB, ME 04064	ZIPCODE:	CITY, STATE:	ZIPCODE:	
General Liability Limit (if over \$500,000)		ge Selection  Worker's Compensation	on .	
Automobile Limit (if over \$500,000)	<b>)</b> :	Other (specify coverages, lin	nits & include contrac	
Program, Service or Oper	ration to be cov	scription vered:		
Dates of Coverage:	: 07/28/24 4:3PM0	To: 07/28/24 5:30PM		
Specific Wording or Requ .Salvation Army Brass Band Parade from top o		at OOB Pier.		
	9747-157412876-5 ks.m.i.v.oonoonoonoonoonoonoonoonoonoonoonoonoon		The state of the s	
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DATE (KM/DD/YYYY)

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PRODUCER		CONTACT SEAN C	NEILL				
CHESTERFIELD INSURANCE AGENCY,		PHONE (330)	PRIONE (330) 896-9777 EXT. 8123 (AC No. EAST (330) 896-6548				
CHESTERFIELD INSURANCE AGENCY, P. O. BOX 237	INC.	ADDRESS:					
GREEN, OH 44232-0237		INSURER A ZURIC		AND INC. CO		NAIC #	
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(Mandstory in NH)				EL. DISEASE - FA EMPLOYEE		0,000	
If yes, describe under DESCRIPTION OF OPERATIONS below				E.L. DISEASE - POLICY LIMIT		0.000	
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD	101, Additional Remarks Schedule, m	ay be attached if more spa	rs (a required)				
NYSB band parade down Old Orchard Aven	ue, Old Orchard Beach	, ME 04064 on J	uly 30, 202	3 at 3pm			
			• •			1	
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CERTIFICATE HOLDER		CANCELLATION					
Town of Old Orchard Beach, Maine		SHOULD ANY OF TH	E ABOVE DES	SCRIBED POLICIES BE CAN	CELLED REFOR	,_	
1 Portland Avenue		THE EXPIRATION ACCORDANCE WITH	DATE THER	EOF, NOTICE WILL BE	DELIVERED I	IN	
Old Orchard Beach, ME 04064	İ		PVLIVI	r nosiaiona,			
		AUTHORIZED REPRESENT	ATIVF				
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<del></del>	1					1	

#### Susanna Berry

From: Tracey Spedden

Sent: Friday, February 16, 2024 4:46 PM

To: Kathleen Veltsos
Cc: Susanna Berry
Subject: FW: COI Request

Attachments: 2024 COI Parade.pdf; 2024 COI Pier.pdf; COI Request HS Parking 2024.pdf

Hi Kathleen,

No worries, I forgot you did too.

These should go through Susanna Berry to process, though. I have included her in on the email thread.

Enjoy your weekend.

Thank you,

#### **Tracey Spedden**

Risk Management Systems Administrator, USA Eastern Territory
The Salvation Army | USA Eastern Territory Headquarters
440 West Nyack Rd., West Nyack, NY 10994
Office: (845) 620-7308



www.salvationarmyusa.org
Facebook | Twitter | Instagram

## TOGETHER WITH ONE

From: Kathleen Veltsos < Kathleen. Veltsos@use.salvationarmy.org>

Sent: Friday, February 16, 2024 2:31 PM

To: Tracey Spedden <Tracey.Spedden@USE.SalvationArmy.Org>

Subject: COI Request

Hi Tracey!

Please check these over and make sure I did it correctly. I totally forgot I did them last year thank you for your help.

Blessings for a wonderful long weekend!

Kathy

#### Kathleen Veltsos

Director, Pavilion Ministries

Seaside Pavilion

The Salvation Army | USA Eastern Territory

Maine, New Hampshire, Vermont

8 Sixth Street, Old Orchard Beach, ME 04064 Office: (207) 934-2024 Cell: (207) 703-4255 Kathleen.Veltsos@use.salvationarmy.org http://seasidepavilion.org/



www.salvationarmyusa.org

#### AGENDA ITEM #8135

**Discussion with Action:** Request from Maine Ultimate to amend their Special Event Permit that was approved on February 20th, 2024, to hold their Beach Ultimate Frisbee Tournament on Friday, September 13th, 2024 from 2 p.m. to 6 p.m. on the beach in front of the Brunswick. The new dates will be Friday, September 13th, 2024 set-up 2-6 p.m. and Saturday, September 14th, 2024, will be the event from 9 a.m. to 6 p.m. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided at least one month prior to the event.

Chair: Shawn O'Neill

## **APPLICATION INFORMATION**

PLI	EASE SUBMIT A <u>COMPLETE</u> APPLICATION A MINIMUM OF <u>30 CALENDAR DAYS</u> PRIOR TO THE EVENT.
1.	Name of applicant RICHARD   YOUNG JR
	Address of applicant 9 Christy Rd Foftavo ME 04103  City State Zip
	Phone number of applicant (201) 807-8727 Fax ()
	Cell phone (207) 867 8727 E-mail Mch @ Mainer Himate org
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
	MAINE UCTIMATE
	Website address (if an Organization, Firm or Corporation) WWW - MAINEUTIMATE - DP-6
	Type of Event:  ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☐/ Parade/March ☑ Other – Please specify  BEAGH U - IMASE
2.	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
	404 Beach UlterATE u about 100 participants.
	Will you be using tents?YESNO
	If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.
	Ve will be supplying our own tents 1,0×20 10×10 10×10

	Will you be using staging?YES	NO		
		Dance Floor(s)	Ill that apply): □Live Enterta □ Stage(s)	inment
	☐ Other:			
	Note: If any of the above items will be used, pl Plan/Map. Use of the above items may require			
3.	Chairperson and/or responsible party for the e (Include information how this person may be c			vent).
	Name PICHARD YOUNG	Work Phone	(207) 807 877	7
		POITLAND		04103
	•	City	State	Zip
	Cell phone (201) 867 8727	_ Fax ()		
	E-mail rich @ mainer Huncote org			
4.	SET-UP Date for Event Day of	of Week	from	to
SETUP	Date of Event Day of Week			
DAME VAY	Date of Event Stat 14 Day of Week	SATURNAY	from 9 A	to 6 p
ADERY DOWN	Date of Event Day of Week	•	from	to
	Date of Event Day of Week		from	to
	TAKE-DOWN date SOT 14 Day of Week	SATURDAY	from 4p	to bp
	RAIN DATE(s)(if rain date listed, insurance must list rain date	Timese)		
5.	Location of the Event BERM ALEA NE (if applicable, a map or diagram showing			oute)
6.	The estimated number of participants in the e	vent		
	<u> </u>	00;1,000+		

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (i yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
8.	Will the sale of food and/or beverages occur at the event? If yes, describe the commodities to be sold.  □ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) □ Pot Luck Items □ Professional Catering □ Non-Profit Food Vendors □ Retail Food Vendors
9.	Will there be merchandise sold at the event?NO  Description of merchandise
10.	Is the event a Charitable event?YESX_NO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESYO
	If this event a Regional School Unit #23 event?YesYes
11.	If the event is charitable, name the beneficiary of the proceeds from the event:
12.	List any Event Sponsors:
	Will admission be charged for the event?YESNO Will participants be charged for parking?YESNO

	Has this event been held previously in Old Orchard Beach?							
	YES (if yes, please list dates):							
	NO							
1.	What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheet if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.							
	Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services):							
	SELP POLICING PLAYING OCTIMATE PRISESE PROM 9-6 Ell duy Luz							
	Additional Uniformed presence provided by:Off-Duty Police Officers; Private Security;Volunteers							
	Times: How many?							
	If you have already made contact with someone about security, provide the contact name and number:							
	Name: Phone Number:							
	Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)							

	SMALL	PA	System	tor	Musec	#	ANNO UNIG MENTS
	here will the		attendees/	participants	s park? <u>P</u> V	RIC	PAPIC WILL ENCOURAGE
W	ill a shuttle se	ervice	be provided	from park	ing areas to	the e	event site?YESNO
If	es, please de	escribe	shuttle pla	n, and nam	ne of compa	ny pr	rovided service:
W	ill you requir	e spec	ial parking (	RV's, traile	rs, trucks)?		YESNO
If	yes, give deta	ils:					
-							
			C	sposal at vo	our event. \	A / L	arrangements have you made for remova
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an as tra V	d disposal of a supplier of sociated with ash receptacl PAFTW the use of bayes, number	trash contain wastes is N	generated beiners that we disposal and location	y your everill be used. The the sole of th	nt? Please s (Attach addresponsibility of disposa COMPANY d for this ev	supplidition ty of l, and	y details of numbers and type of container all sheets if necessary) Costs the event organizer. Disposal in Town is prohibited.

	Is any other public works assistance needed?
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be
	allowed in our zone. A \$100 <b>cash</b> deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.  YESNO
	If yes, explain:
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.  4 field signs that here field number and My lag. Trainer Sign, TourneyControl
	Sign. All have MU logo
	Will this event be posting a banner on public property?NO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
18.	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):YESNO

	Will the alcohol be:Sold;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20.	Will the event involve professional fireworks?YESNO  Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES 🛂 NO
	If so, please indicate the location of the animals on the Site Plan/Map.
	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 <sup>st</sup> through August 31 <sup>st</sup> of each year. Will this event occur on the beach?YESNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach <u>MUST</u> be listed as an Additional Named Insured.
	Yes, it has been provided with the application; $\_$ No, it will be provided at least 30 days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESYESNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

### SPECIAL EVENT PERMIT AGREEMENT

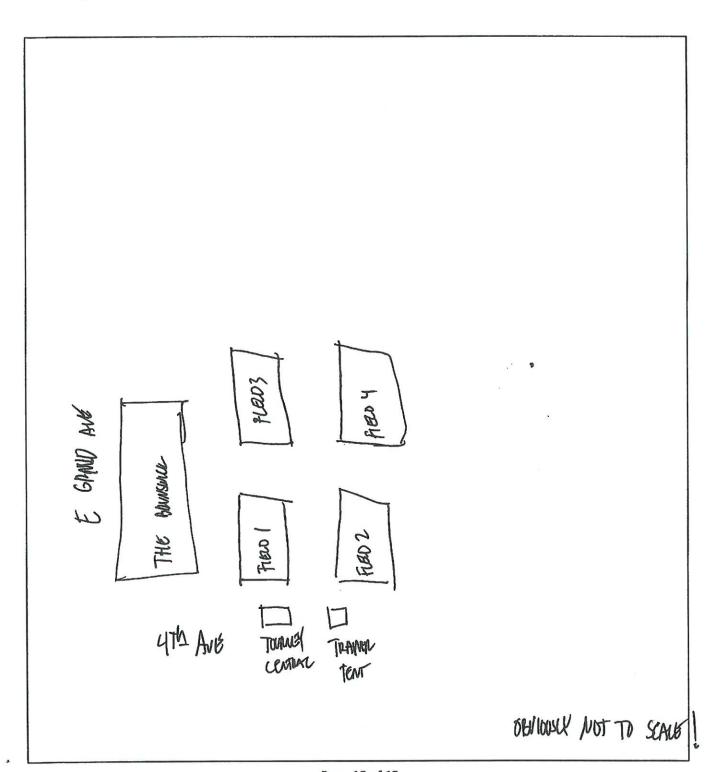
l, _ (Pr	FLAMPO T YOW ON behalf of MAINE OCTIMATE int Applicant Contact Name) (Print Organization/Group Name)
**	
Agi	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

1	
	it Agreement terms and conditions and I agree to be bound by said
terms and conditions. I certify that the information	I provided is accurate to the best of my knowledge.
Signature:	Date: 0444 17,24
(authorized representative)	U ,
Print name: RAM T YOUN	JL
Print Organization Name (if applicable):	MAWE UCTIMATE

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator) In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers



MISCELLANEOUS PAYMENT RECPT#: 621261

TOWN OF OLD ORCHARD BEACH

1 PORTLAND AVE.

OLD ORCHARD BEACH, ME 04064

DATE: 03/15/24 TIME: 08:00:55 CLERK: jeff DEPT:

CUSTOMER#:

COMMENT: SPEC EVENT DAY TWO

CHG: TCREC TOWN CLERK RECE 50.00

AMOUNT PAID: 50.00

PAID BY: MAINE ULTIMATE

PAYMENT METH: CHECK

5425

REFERENCE:

AMT TENDERED: 50.00
AMT APPLIED: 50.00

CHANGE:

.00

#### Kim McLaughlin

From: Richard Young <rich@maineultimate.org>
Sent: Tuesday, February 27, 2024 4:19 PM

To: Kim McLaughlin

Subject: Re: Special Event Permit

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#### Richard Young

Cell: (207) 807-8727

Pronouns: he, him, his What's This?

www.MaineUltimate.org

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To: Kim McLaughlin < kmclaughlin@oobmaine.com >

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I will also have Ethan cut another check in the amount of \$50.
Thanks
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Ok thanks.
I'll pull together the other information.

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Sent from my electronic leash			
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Yes, you would need to fill out another application. Also, it is \$50 per day, including set-up and takedown. We would need a second \$50 for Friday night. I would then have to send it out through the staff, again, because there is another event on Saturday and we have to make sure they wouldn't conflict.			
Kim			
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Please find attached the approved Special Event Permit for the Beach Ultimate Frisbee Tournament on September 13<sup>th</sup>. The insurance, listing the Town of Old Orchard Beach as additionally insured, is due at least one month prior to the event.

Thank you.

Kim McLaughlin

Town Clerk

Old Orchard Beach

From: Ethan Taylor-Pierce < ethan@maineultimate.org >

Sent: Wednesday, January 31, 2024 8:27 AM

To: Kim McLaughlin < kmclaughlin@oobmaine.com >

Cc: Richard Young < rich@maineultimate.org >

Subject: Re: Special Event Permit

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Hi Kim,
Thank you! The check has been mailed and should arrive by 2/7.
Thanks again,
Ethan
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In the Memo line, you can write Special Event Permit.

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**Ethan Taylor-Pierce** 

#### Maine Ultimate

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Maine Ultimate

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www.MaineUltimate.org

--

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www.MaineUltimate.org

On Tue, Feb 27, 2024 at 4:11 PM Kim McLaughlin < kmclaughlin@oobmaine.com > wrote:

In reading the application, what is going on on Friday from 2-6 p.m. because I don't see anything in the Set-up date column.

Kim

From: Richard Young <<u>rich@maineultimate.org</u>>
Sent: Tuesday, February 27, 2024 3:06 PM

To: Kim McLaughlin < kmclaughlin@oobmaine.com >

Subject: Re: Special Event Permit

#### \*\*\*EXTERNAL\*\*\*

This e-mail originated from outside of the Town of Old Orchard Beach E-mail System. **Do Not** click links or open attachments unless you recognize the sender address and know the content is safe. If in doubt, please use an alternate method to the individual who claims to be sending the email.

Kim,
Please find the correct application for the Ultimate Beach event that I would like to hold on Saturday September 14th.
I am also wondering if you would be able to help me out with contact information for the Brunswick.
I will also have Ethan cut another check in the amount of \$50.
Thanks
Rich
Richard Young
Cell: (207) 807-8727
Pronouns: he, him, his What's This?
www.MaineUltimate.org
On Thu, Feb 22, 2024 at 2:00 PM Richard Young < <a href="maineultimate.org">rich@maineultimate.org</a> wrote:
Ok thanks.
I'll pull together the other information.
Rich

Sent from my electronic leash

On Feb 21, 2024, at 12:52 PM, Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a>> wrote:

Richard,

Yes, you would need to fill out another application. Also, it is \$50 per day, including set-up and takedown. We would need a second \$50 for Friday night. I would then have to send it out through the staff, again, because there is another event on Saturday and we have to make sure they wouldn't conflict.

Kim

From: Richard Young <<u>rich@maineultimate.org</u>>
Sent: Wednesday, February 21, 2024 11:39 AM
To: Kim McLaughlin <<u>kmclaughlin@oobmaine.com</u>>

Subject: Re: Special Event Permit

#### \*\*\*EXTERNAL\*\*\*

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Kim,

Sorry about this! I think I didn't fill the application out correctly. I have Friday afternoon for setup and wanted Saturday from 9-5 for the event. I am assuming I need to fill out the application again? I'd be more than happy to meet with the council and various department heads if needed.

Rich

#### **Richard Young**

Cell: (207) 807-8727

Pronouns: he, him, his What's This?

www.MaineUltimate.org

On Wed, Feb 21, 2024 at 9:29 AM Kim McLaughlin < kmclaughlin@oobmaine.com > wrote:

Please find attached the approved Special Event Permit for the Beach Ultimate Frisbee Tournament on September 13<sup>th</sup>. The insurance, listing the Town of Old Orchard Beach as additionally insured, is due at least one month prior to the event.

Thank you.

Kim McLaughlin

Town Clerk

Old Orchard Beach

From: Ethan Taylor-Pierce <ethan@maineultimate.org>

Sent: Wednesday, January 31, 2024 8:27 AM

**To:** Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> <a href="mailto:Cc: Richard Young < rich@maineultimate.org">cc: Richard Young < rich@maineultimate.org</a>

Subject: Re: Special Event Permit

#### \*\*\*EXTERNAL\*\*\*

This e-mail originated from outside of the Town of Old Orchard Beach E-mail System. **Do Not** click links or open attachments unless you recognize the sender address and know the content is safe.

If in doubt, please use an alternate method to the individual who claims to be sending the email.
Hi Kim,
Thank you! The check has been mailed and should arrive by 2/7.
Thanks again,
Ethan
On Mon, Jan 29, 2024 at 2:15 PM Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> > wrote:
Ethan,
In the Memo line, you can write Special Event Permit.
Thank you.
Kim
From: Ethan Taylor-Pierce <ethan@maineultimate.org> Sent: Monday, January 29, 2024 2:06 PM To: Kim McLaughlin <kmclaughlin@oobmaine.com> Cc: Richard Young <rich@maineultimate.org> Subject: Re: Special Event Permit</rich@maineultimate.org></kmclaughlin@oobmaine.com></ethan@maineultimate.org>

### \*\*\*EXTERNAL\*\*\*

This e-mail originated from outside of the Town of Old Orchard Beach E-mail System. **Do Not** click links or open attachments unless you recognize the sender address and

If in doubt, please use an alternate method to the individual who claims to be sending the email.
Hi Kim,
I can get a check out for this ASAP. It should arrive in a week. Is there something I should reference on the check so that payment can be tied to Rich's application?
Thanks!
Ethan
On Mon, Jan 29, 2024 at 12:37 PM Richard Young < <a href="maintenantemories">rich@maineultimate.org</a> wrote: Kim,
Thanks for the racing back out. I have cc'd Ethan Taylor Pierce on this email, as he is our finance director. He will be able to get the application fee out to you.
Regarding insurance, that shouldn't be a problem adding the town.
I'll also reach out to Tylet at Parks and Rec to discuss a possible youth clinic to coincide with the event.
Rich
Richard Young
Cell: (207) 807-8727
Pronouns: he, him, his What's This?

know the content is safe.

www.MaineUltimate.org

On Mon, Jan 29, 2024 at 12:29 PM Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> wrote:

Rich,

I have passed the application through the Department Heads and they felt it could be done. Now, I just need the \$50 application fee and I can place it on the next Town Council agenda for approval. Then when the event gets closer, I will need insurance that lists the Town as additionally insured.

Thank you. The check will be made payable to the Town of Old Orchard Beach. You can send it to: Town Clerk's Office, 1 Portland Avenue, Old Orchard Beach, ME 04064.

Kim

### **Ethan Taylor-Pierce**

Maine Ultimate

Pronouns: he, him, his What's This?

www.MaineUltimate.org

### **Ethan Taylor-Pierce**

Maine Ultimate

Pronouns: he, him, his What's This?

**Discussion with Action:** Approve the Special Event Permit application for Maine Ultimate to hold their Beach Ultimate Frisbee Tournament on Friday, September 13<sup>th</sup>, 2024 from 2 p.m. to 6 p.m. on the beach in front of the Brunswick. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided at least one month prior to the event

THIS SPECIAL EVENT PERMIT IS APPROVED BY THE OLD ORCHARD BEACH TOWN COUNCIL THIS 20<sup>th</sup> DAY OF FEBRUARY, 2024.

Councilor Connor Rague

Councilor V. Louise Reid

Councilor Michael Tousignant

# **APPLICATION INFORMATION**

PLE	ASE SUBMIT A COMPLETE APPLICATION A MINIMUM OF 30 CALENDAR DAYS PRIOR TO THE EVENT.
1.	Name of applicant RICHARD YOUNG JR
	Address of applicant 9 Christy Rd Pofflavo ME 04103  City State Zip
	Phone number of applicant (201) 807-8727 Fax ()
	Cell phone (267) 367 8727 E-mail rich @ mainer / timate . org
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)  MANE ULTIMATE
	Website address (if an Organization, Firm or Corporation) WWW · MAINEUCI IMATE . DP-6
	Type of Event:    Festival/Fair   Race/Walk/Bike Ride   Concert   Parade/March   Other - Please specify   Fact U   MATE
2.	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
	4v4 Beach Ultimore u about 100 participants.
	Will you be using tents?NO
	If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.
	Ve will be supplying our own tento 10x20 10x10 10x10

	Will you be using staging?	YES _	× NO	,	
	If yes, the following items will b ☐ Amplified Music ☐ Bleach ☐ Loud Speaker(s) ☐ Microp	er(s)	☐ Dance Floor		ā, <sub>sa</sub>
	Other:		i		
	Note: If any of the above items Plan/Map. Use of the above ite	The state of the s	- 11		
3.	Chairperson and/or responsible (Include information how this p				event).
	Name RICHARD YOUNG		Work I	Phone (207) 807 8	3727
	Address 91 Christy Ad		POITLAND	ME	04103
	Cell phone (201) 807 8727		Fax ()_	State	Zip
	E-mail rich @ mainer to	made ora			
4.	SET-UP Date for Event	7	y of Week	from	to
	Date of Event Sty 13	_ Day of Wee	ek THOM	from 2p	to 6p
	Date of Event	_ Day of Wee	ek	from	to
	Date of Event	_ Day of Wee	ek	from	to
	Date of Event	_ Day of Wee	ek	from	to
	TAKE-DOWN date	_ Day of Wee	ek	from	to
	RAIN DATE(s) (if rain date listed, insurance mu	st list rain da	Times		
5.	Location of the Event Berun	AREA N	LEAR THE	BPWSWLW. be used, or parad	e route)
6.	The estimated number of partic	ipants in the	event	ė	
	<u> </u>	500-1	.000;	+000	
		Pa	ge 3 of 12		
			1		

	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? ( yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	Will the sale of food and/or beverages occur at the event? If yes, describe the commodities to be sold.  ☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items ☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors
	Will there be merchandise sold at the event?NO
	Description of merchandise Possible T-Shirts
10.	Is the event a Charitable event?YESX_NO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESNO
	If this event a Regional School Unit #23 event?YesNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
11.	If the event is charitable, name the beneficiary of the proceeds from the event:
12.	List any Event Sponsors:
	Will admission be charged for the event?YESNO Will participants be charged for parking?YESNO

T3	. Has this event been held previou	isly in Old Orchard Beach?	
	YES (if yes, please list date	es):	
	_ ← <sub>NO</sub>		
14	peace? Describe your plans for se if necessary). Security plan will n they have final say in appropriate	ecurity at your event, including crowd control (attach add eed final approval by the Old Orchard Beach Police Depa number and type of security personnel required. Must increase of security is required. Costs associated with security organizer.	itional shee rtment and nclude at
	Please describe your security plan vehicles, equipment, and Emerge	n (including your plans for controlling ingress/egress of all ncy Medical Services) :	l persons,
	SECT POUCING PLAYING OCTIL	NATE PRISES PAON 9-6 Ell duy lug	
	* 32	rovided by:Off-Duty Police Officers; Private Secu	ırity;
	Times:	How many?	<u>.</u>
	If you have already made contact number:	with someone about security, provide the contact name	and
	Name:	Phone Number:	
	details for personal property safe	eft overnight. If equipment will be left on-site overnight, ty and security of site: (Note that the event organizer is soroperty. The Town assumes no responsibility for items one)	olely
	Cones on benefit	JENTS PLACED IN SECURE SPOT	

-	5MALL (	A S	SUSTEM	ton	Mass	. \$	ANNO V	NG MEN	75
- V	Vhere will the ev	ent a	ttendees/	participant	s park? _	vouc	PAPIC	will	ENCOURAGE
	CAP MOLING								
٧	Vill a shuttle serv	ice b	e provided	from park	ing areas	to the	event site?	YE	s <u> </u>
H	f yes, please des	cribe	shuttle pla	ın, and nan	ne of com	pany p	rovided se	rvice:	
-									
١	Will you require :	specia	al parking (	RV's, traile	rs, trucks	)?	YES	1	_NO
ŀ	C								
	r yes, give detail:	s:							
	Describe your pl and disposal of to and supplier of c	ans for ash gontain	or waste di enerated l ners that w disposal a	isposal at yo by your eve vill be used re the sole	our event ent? Pleas . (Attach a responsib	. Wha e supp additio bility of	t arrangem ly details o nal sheets the event	f number: if necessa organizer	you made for remos s and type of contain ry) Costs c. Disposal in Town
	Describe your pl and disposal of to and supplier of c associated with v	ans for ash g ontain vaste is NO	or waste di enerated l ners that w disposal a	isposal at yo by your eve vill be used re the sole	our event ent? Pleas . (Attach a responsib s of dispo	. Wha e supp additio bility of sal, and	t arrangem ly details o nal sheets the event	f number: if necessa organizer	s and type of contain ry) Costs
. a a a a t	Describe your pland disposal of to and supplier of c associated with wards	ans forash gontain vaste is NO	or waste di generated I ners that w disposal a DT an acce	isposal at yoby your every will be used re the sole pted mean	our event ent? Pleas . (Attach a responsib s of dispo	. Whate supper addition of the supper	t arrangem ly details o nal sheets the event d is prohibi	f number: if necessa organizer	s and type of contain ry) Costs
- a a t	Describe your pland disposal of to and supplier of cassociated with variable receptacles	ans for ash gontain vaste is NO	or waste di generated I ners that w disposal a OT an acce	isposal at yoby your ever vill be used re the sole pted mean WASTE	our event ent? Pleas . (Attach a responsib s of dispo	. Whate supper district of the supper	t arrangem ly details o nal sheets the event d is prohibi	f numbers if necessa organizer ted.	s and type of contain ry) Costs c. Disposal in Town
- - - 	Describe your pland disposal of to and supplier of cassociated with variash receptacles  WE PAPINE  Is the use of barr  If yes, number no	ans forash gontain vaste is NO	or waste digenerated la disposal a DT an acce	isposal at yoby your every ill be used re the sole pted mean was well with the way well as the way we want to be with the way we	our eventent? Pleas. (Attach a responsible of dispo	. Whate suppeddition of the suppeddity of sal, and well with the suppeddition of the s	t arrangem ly details o nal sheets the event d is prohibi	f numbers if necessa organizer ted.	s and type of contain ry) Costs c. Disposal in Town
- 3. 3 4 -	Describe your pland disposal of the and supplier of classociated with variable receptacles.  WE PAPWER  Is the use of barrows the second supplier of classociated with variable receptacles.  WE PAPWER  Is the use of barrows the second supplier of classociated with variable receptacles.	ans for ash gontain vaste is NO icade	or waste digenerated la disposal a DT an acce s necessar land locat cover street	isposal at yoby your every ill be used re the sole pted mean was well with the way well as the way we want to be with the way we	our eventent? Pleas . (Attach a responsite of disponsite o	. Whate suppeddition of the suppeddity of sal, and well with the suppeddition of the s	t arrangem ly details o nal sheets the event d is prohibi	f numbers if necessa organizer ted.	s and type of contain ry) Costs r. Disposal in Town

	Is any other public works assistance needed?
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtra Parking?
	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no portable; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue on noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department the date specified on the date of the event. The Fire Department will ssue a permit based on class as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 Cash deposit is required for all fires to be returned to the applicant it area is cleaned to the satisfaction of the public works department and/or fire department.  YES NO
	If yes, explain:
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage be used, and description of verbiage being posted on signage.  4 field signs that have field pumber and MV lag. Thanker Sign, TourneyCon.
	Sign. All have MU logo
	Will this event be posting a banner on public property?YESNO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no mor than two weeks prior to the event):
	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being se the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):YESNO
	Page 7 of 12

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20.	Will the event involve professional fireworks?YESNO  Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YESNO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 <sup>st</sup> through August 31 <sup>st</sup> of each year. Will this event occur on the beach?YESNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

	If the event is located partly or wh	olly within	a mapped	E	ssential H	labitat the	applicant will need to coording	nate
	with municipal staff to submit a "R	equest for	Project Ev	va	luation" t	o MDIFW.	MDIFW will evaluate the fina	1
	project proposal per review standa	rds establis	shed for E	SS	ential Ha	bitats and	determine if the project woul	d
	significantly alter the habitat or vio	late protec	tion guid	eli	nes.			
			_					
	The applicant is encouraged to ob		-					
	involvement of MDIFW will help to					onflicts, fa	cilitate cooperation between	ali
	parties, and enable quick turnarou	inds on pro	ject eval	ua	tions.			
				1				
22	Certificate of Insurance and Add	itional Inc	ured End		rcement	nage mu	t he provided to the Town	_£
25.	Old Orchard Beach Town Clerk's			1			AND CONTROL OF A C	
	cost and expense furnish a police							
	least \$500,000. The Town of Ol			1				
	Yes, it has been provide	ed with th	ne applic	at	ion;	X No, i	t will be provided at least 3	0
	days prior to the event.							
24.	Is the applicant requesting the	use of the	RSU #23	S	chool pro	perty (sc	hools, parking lots, playing	
	fields)?YES	¥	NO. If y	es	, has the	applican	received approval from RS	U
	#23 or the date the applicant w	II receive a	approval	?				
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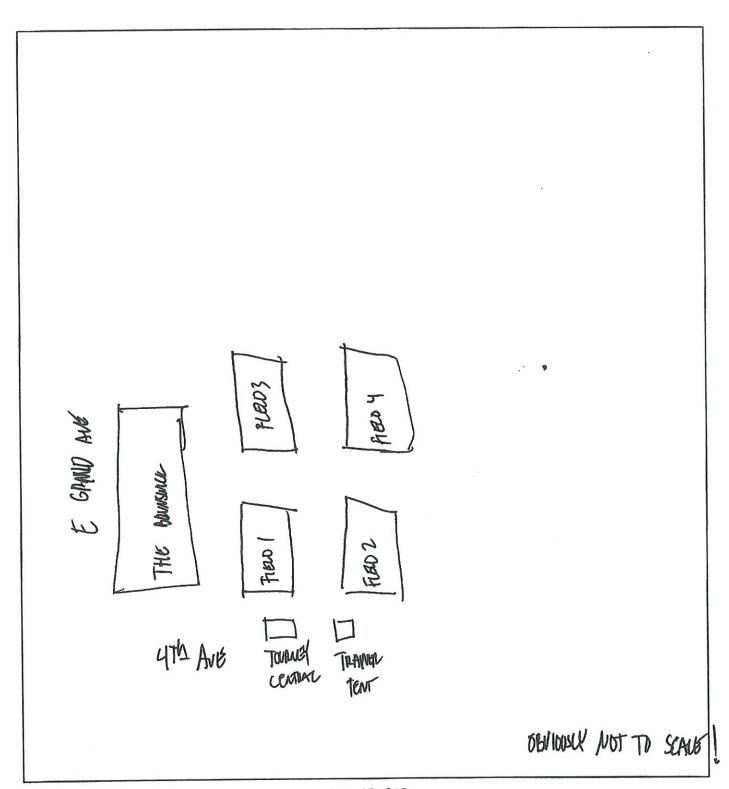
## SPECIAL EVENT PERMIT AGREEMENT

l.	PLAND TYOUNG JA ON behalf of MAINE OCTIMATE
(Pr	int Applicant Contact Name) (Print Organization/Group Name)
Agı	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of service provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents invitees or other sponsor in connection with said event.

	10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
	and specialists of the event.
	11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
	12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
	13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
	14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
	15. Consumer Fireworks are illegal in Old Orchard Beach.
I have r terms a	ead and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said and conditions. I certify that the information I provided is accurate to the best of my knowledge.
	Signature:
	Print name: / HAMA WAS JL
	Print Organization Name (if applicable): MAWE VITIMATE
	1 11

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers



From:	Richard Young <rich@maineultimate.org></rich@maineultimate.org>
Sent:	Wednesday, January 17, 2024 2:20 PM
То:	Kim McLaughlin
Subject:	Re: Beach Ultimate
Attachments:	20240117_Town of Old Orchard Beach Special Event Permit applicat.pdf
***EXTERNAL***	
This e-mail originated	from outside of the Town of Old Orchard Beach E-mail System. <b>Do Not</b> click links or
open attachments un	less you recognize the sender address and know the content is safe.
	an alternate method to the individual who claims to be sending the email.
	application form. I have filled it out to the best of my knowledge. Insurance will be easy, I just dresses of everyone requiring insurance.
police and found that the	o scale. Years ago, when I first pitched the idea, we walked with public works and the chief of the area in front of the Brunswick would work best, as that had the most available beach space. If o forward, I'd like to collaborate with the Brunswick as our food and beverage business of e other ideas!
Please do not reach out	if you have any other questions.
Rich	
Richard Young	
Cell: (207) 807-8727	
Pronouns: he, him, his	
www.MaineUltimate.or	g en
On Thu, Jan 11, 2024 at	8:56 AM Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> > wrote:
Richard,	
	h my department heads and they feel it is possible to do it on either the 7 <sup>th</sup> or the 14 <sup>th</sup> . If you ecial Event Permit application and just e-mail it to me with the details required in the permit, I'll
Thank you.	
Kim McLaughlin	

**Town Clerk** 

Old Orchard Beach

From: Kim McLaughlin

Sent: Friday, December 8, 2023 12:32 PM
To: 'Richard Young' < rich@maineultimate.org >

Subject: RE: Beach Ultimate

Looking at the video it looks similar to a frisbee tournament. Would that be right in describing it?

Kim

From: Richard Young <<u>rich@maineultimate.org</u>>
Sent: Friday, December 8, 2023 12:21 PM

To: Kim McLaughlin < kmclaughlin@oobmaine.com >

Subject: Re: Beach Ultimate

#### \*\*\*EXTERNAL\*\*\*

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Kim,

I would be looking to host a 4v4 beach ultimate hat tournament. I hope to attract adults from Maine, NH, VT, MA and possibly the Canadian Maritimes.

Video of Beach Ultimate

I hope this is what you are looking for.

Please let me know if you have any other questions.		
Rich		
Richard Young		
Cell: (207) 807-8727		
Pronouns: he, him, his What's This?		
www.MaineUltimate.org		
On Fri, Dec 8, 2023 at 11:43 AM Kim McLaughlin <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> > wrote:  Rich,		
Can you tell me what type of event this will be.		
Thank you.		
Kim		
From: Richard Young < <u>rich@maineultimate.org</u> > Sent: Friday, December 8, 2023 11:26 AM To: Kim McLaughlin < <u>kmclaughlin@oobmaine.com</u> > Subject: Beach Ultimate		

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Kim,

Thanks for taking my call this morning regarding a possible beach ultimate tournament.

Years ago, I met with the town council, fire and police and public works about the possibility of hosting an ultimate beach tournament in front of the Brunswick. We also met with the owners of the Brunswick and were going to use them as the official tournament hotel. Unfortunately, I was unable to make it happen on my end.

Fast forward 15 or so years and I am wondering if the town of Old Orchard would be interested in partnering for a 1 day beach hat tournament. A hat tournament is where your name is literally placed in a hat and we randomly draw names for each team.

Ideally, we would need space for 4 fields and could attract about 100 players. We would play 4v4 with coed teams. Field space would be in the confines of the actual playable sand.

According to the tide charts:

Saturday Sept 7th, high tide is 2:27a

Saturday Sept 14th, high tide is 8:18a

I am also working with the Parks and Rec Dept for some other programming and we could offer a youth "learn to play" event in conjunction with the tournament.

Please do not hesitate to reach out if you have any other questions.

Rich

### **Richard Young**

Cell: (207) 807-8727

Pronouns: he, him, his What's This?

#### www.MaineUltimate.org

MISCELLANEOUS PAYMENT RECPT#: 615922

TOWN OF OLD ORCHARD BEACH

1 PORTLAND AVE.

OLD ORCHARD BEACH, ME 04064

DATE: 02/09/24 TIME: 07:30:44 CLERK: jeff DEPT:

CUSTOMER#:

COMMENT: SPEC EVENT PERMIT

CHG: TCREC TOWN CLERK RECE 50.00

AMOUNT PAID: 50.00

PAID BY: MAINE ULTIMATE PAYMENT METH: CHECK

5422

REFERENCE:

AMT TENDERED: 50.00 AMT APPLIED: 50.00

CHANGE:

.00

From:

Kim McLaughlin

Sent:

Friday, January 19, 2024 10:09 AM

To:

BSOOB Transit; Chris White; David Hemingway; Diana Asanza; Elise Chard; Jason

Webber; Jeffrey Hinderliter; John Gilboy; Kim Howard; Lisa Wilson; Michael Hersey; Mike

Lee; Perian Carpenter; Terry Nagle; Tim Fleury

Subject:

Special Event Application Beach Ultimate 09 13 24

Attachments:

Special Event Permit application Richard Young Jr Beach Ultimate 09 13 24.pdf

Back on December 8<sup>th</sup>, I forwarded to all of you an e-mail from Richard Young to host the Beach Ultimate on our beach in September, 2024. Everyone that responded was in agreement that it could possibly work. I have asked him to fill out the Special Event Permit application, so everyone could review the full request and respond whether this is still doable or not.

Thank you.

Kim McLaughlin Town Clerk Old Orchard Beach

From:

Elise Chard

Sent:

Friday, January 19, 2024 12:13 PM

To:

Kim McLaughlin; BSOOB Transit; Chris White; David Hemingway; Diana Asanza; Jason

Webber; Jeffrey Hinderliter; John Gilboy; Kim Howard; Lisa Wilson; Michael Hersey; Mike

Lee; Perian Carpenter; Terry Nagle; Tim Fleury

Subject:

RE: Special Event Application Beach Ultimate 09 13 24

I do not see any issues with this as it is after our busy season ends.

Elise

# Chief Elise Chard

Old Orchard Beach Police Department 16 E Emerson Cummings Blvd. Old Orchard Beach, Maine 04064 (207) 937-5801 Direct (207) 934-4911 Non Emergency (207) 937-5899 Fax



Stay Connected:









From: Kim McLaughlin < kmclaughlin@oobmaine.com>

Sent: Friday, January 19, 2024 10:09 AM

To: BSOOB Transit <cpendleton@bsoobtransit.org>; Chris White <cwhite@oobmaine.com>; David Hemingway <dhemingway@oobmaine.com>; Diana Asanza <dasanza@oobmaine.com>; Elise Chard <echard@oobmaine.com>; Jason Webber <jwebber@oobmaine.com>; Jeffrey Hinderliter <jhinderliter@oobmaine.com>; John Gilboy <jgilboy@oobmaine.com>; Kim Howard <kimh@oldorchardbeachmaine.com>; Lisa Wilson <lwilson@oobmaine.com>; Michael Hersey <mhersey@oobmaine.com>; Mike Lee <leem@amtrak.com>; Perian Carpenter <pcarpenter@shuttlebus-zoom.com>; Terry Nagle <tturcotte@psafety.oobmaine.com>; Tim Fleury <TFleury@oobmaine.com>

Subject: Special Event Application Beach Ultimate 09 13 24

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Thank you.

Kim McLaughlin Town Clerk Old Orchard Beach

From:

Jeffrey Hinderliter

Sent:

Friday, January 19, 2024 12:15 PM

To:

Kim McLaughlin

Subject:

RE: Special Event Application Beach Ultimate 09 13 24

No problem with planning- Jeffrey

From: Kim McLaughlin < kmclaughlin@oobmaine.com>

Sent: Friday, January 19, 2024 10:09 AM

To: BSOOB Transit <cpendleton@bsoobtransit.org>; Chris White <cwhite@oobmaine.com>; David Hemingway <dhemingway@oobmaine.com>; Diana Asanza <dasanza@oobmaine.com>; Elise Chard <echard@oobmaine.com>; Jason Webber <jwebber@oobmaine.com>; Jeffrey Hinderliter <jhinderliter@oobmaine.com>; John Gilboy <jgilboy@oobmaine.com>; Kim Howard <kimh@oldorchardbeachmaine.com>; Lisa Wilson <lwilson@oobmaine.com>; Michael Hersey <mhersey@oobmaine.com>; Mike Lee <leem@amtrak.com>; Perian Carpenter <pcarpenter@shuttlebus-zoom.com>; Terry Nagle <tturcotte@psafety.oobmaine.com>; Tim Fleury <TFleury@oobmaine.com>

Subject: Special Event Application Beach Ultimate 09 13 24

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Thank you.

Kim McLaughlin Town Clerk Old Orchard Beach

From: John Gilboy

**Sent:** Friday, January 19, 2024 12:18 PM

To: Kim McLaughlin

Subject: RE: Special Event Application Beach Ultimate 09 13 24

Kim

I don't see any issues. I'm all set. John

### Chief John Gilboy

Town of Old Orchard Beach Fire Department 136 Saco Avenue Old Orchard Beach, Maine 04064 (207) 934-7790 jgilboy@oobmaine.com



Stay Connected:









NOTICE: Under Maine's Freedom of Access ("Right to Know") Law, documents - including emails - in the possession of public officials about Town business are considered public records. This means if anyone asks to see it, we are required to provide it. There are very few exceptions. We welcome citizen comments and want to hear from our constituents, but please keep in mind that what you write in an email is not private and will be made available to any interested party.

From: Kim McLaughlin < kmclaughlin@oobmaine.com>

Sent: Friday, January 19, 2024 10:09 AM

To: BSOOB Transit <cpendleton@bsoobtransit.org>; Chris White <cwhite@oobmaine.com>; David Hemingway <dhemingway@oobmaine.com>; Diana Asanza <dasanza@oobmaine.com>; Elise Chard <echard@oobmaine.com>; Jason Webber <jwebber@oobmaine.com>; Jeffrey Hinderliter <jhinderliter@oobmaine.com>; John Gilboy <jgilboy@oobmaine.com>; Kim Howard <kimh@oldorchardbeachmaine.com>; Lisa Wilson <lwilson@oobmaine.com>; Michael Hersey <mhersey@oobmaine.com>; Mike Lee <leem@amtrak.com>; Perian Carpenter <pcarpenter@shuttlebus-zoom.com>; Terry Nagle <tturcotte@psafety.oobmaine.com>; Tim Fleury <TFleury@oobmaine.com>

Subject: Special Event Application Beach Ultimate 09 13 24

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Thank you.

Kim McLaughlin Town Clerk Old Orchard Beach

From:

John Gilboy

Sent:

Friday, January 5, 2024 3:49 PM

To: Subject:

Kim McLaughlin RE: Beach Ultimate

Kim

I think it will be ok to have both.

john

### Chief John Gilboy

Town of Old Orchard Beach Fire Department 136 Saco Avenue Old Orchard Beach, Maine 04064 (207) 934-7790 jgilboy@oobmaine.com



Stay Connected:









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From: Kim McLaughlin < kmclaughlin@oobmaine.com>

Sent: Friday, January 5, 2024 3:39 PM

To: Kim Howard < kimh@oldorchardbeachmaine.com>

Cc: Jason Webber <jwebber@oobmaine.com>; Tim Fleury <TFleury@oobmaine.com>; Diana Asanza

<dasanza@oobmaine.com>; Chris White <cwhite@oobmaine.com>; Elise Chard <echard@oobmaine.com>; David

Hemingway <dhemingway@oobmaine.com>; John Gilboy <jgilboy@oobmaine.com>

Subject: RE: Beach Ultimate

I've heard from Kim Howard and Chief Chard. Should I tell the applicant to fill out the Special Event Permit application?

Thank you.

From: Kim Howard < kimh@oldorchardbeachmaine.com >

Sent: Wednesday, December 13, 2023 9:10 AM

To: Kim McLaughlin < kmclaughlin@oobmaine.com >

Cc: Jason Webber < <u>iwebber@oobmaine.com</u>>; Tim Fleury < <u>TFleury@oobmaine.com</u>>; Diana Asanza

<<u>dasanza@oobmaine.com</u>>; Chris White <<u>cwhite@oobmaine.com</u>>; Elise Chard <<u>echard@oobmaine.com</u>>; David

Hemingway <<u>dhemingway@oobmaine.com</u>>; John Gilboy <<u>jgilboy@oobmaine.com</u>>

Subject: Re: Beach Ultimate

#### \*\*\*EXTERNAL\*\*\*

This e-mail originated from outside of the Town of Old Orchard Beach E-mail System. **Do Not** click links or open attachments unless you recognize the sender address and know the content is safe. If in doubt, please use an alternate method to the individual who claims to be sending the email.

Dear Kim,

Thanks for sending this along. This Tournament doesn't seem like it would interfere with the Car Show as it will be held on the beach.

My concern is with parking, though, as the Car Show participants and the spectators will park all around Veteran's Memorial Park. Not sure how that will impact things for the Hat Tournament participants.

Chief Chard and Chief Gilboy, do you see the parking as something that may be a concern for both events?

Thanks!

Kim Howard

Kim Howard - Executive Director
Old Orchard Beach Chamber of Commerce
(207) 934-2500
oldorchardbeachmaine.com



On Dec 8, 2023, at 2:34 PM, Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> wrote:

Rich Young contacted me about having an Ultimate Hat Tournament on the beach next September. It is similar to a frisbee tournament, and uses about a football field in size. You can see the link below. I told him before we went any further, that I would need input from department heads on the possibility of something that would use this much beach space. It would be the week after Labor Day or the following week, which is the Car Show weekend.

I'd like everyone's thoughts after you read below.

Thank you.

Kim

From: Richard Young <<u>rich@maineultimate.org</u>>
Sent: Friday, December 8, 2023 12:21 PM

To: Kim McLaughlin < kmclaughlin@oobmaine.com >

Subject: Re: Beach Ultimate

#### \*\*\*EXTERNAL\*\*\*

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Kim,

I would be looking to host a 4v4 beach ultimate hat tournament. I hope to attract adults from Maine, NH, VT, MA and possibly the Canadian Maritimes.

#### Video of Beach Ultimate

I hope this is what you are looking for.

Please let me know if you have any other questions.

Rich

### Richard Young

Cell: (207) 807-8727

Pronouns: he, him, his What's This?

www.MaineUltimate.org

On Fri, Dec 8, 2023 at 11:43 AM Kim McLaughlin < <a href="mailto:kmclaughlin@oobmaine.com">kmclaughlin@oobmaine.com</a> wrote:

Rich,

Can you tell me what type of event this will be.

Thank you.

Kim

From: Richard Young < rich@maineultimate.org > Sent: Friday, December 8, 2023 11:26 AM

To: Kim McLaughlin < kmclaughlin@oobmaine.com >

Subject: Beach Ultimate

#### \*\*\*EXTERNAL\*\*\*

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Kim,

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Years ago, I met with the town council, fire and police and public works about the possibility of hosting an ultimate beach tournament in front of the Brunswick. We also met with the owners of the Brunswick and were going to use them as the official tournament hotel. Unfortunately, I was unable to make it happen on my end.

Fast forward 15 or so years and I am wondering if the town of Old Orchard would be interested in partnering for a 1 day beach hat tournament. A hat tournament is where your name is literally placed in a hat and we randomly draw names for each team.

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According to the tide charts: Saturday Sept 7th, high tide is 2:27a Saturday Sept 14th, high tide is 8:18a

I am also working with the Parks and Rec Dept for some other programming and we could offer a youth "learn to play" event in conjunction with the tournament.

Please do not hesitate to reach out if you have any other questions.

Rich

### **Richard Young**

Cell: (207) 807-8727

Pronouns: he, him, his What's This?

www.MaineUltimate.org

From: Sent: To: Subject:	Richard Young <rich@maineultimate.org> Monday, January 29, 2024 12:38 PM Kim McLaughlin; Ethan Taylor-Pierce Re: Special Event Permit</rich@maineultimate.org>	
open attachments unless you	tside of the Town of Old Orchard Beach E-mail System. <b>Do Not</b> click links or recognize the sender address and know the content is safe. nate method to the individual who claims to be sending the email.	
Kim,		
Thanks for the racing back out. I have cc'd Ethan Taylor Pierce on this email, as he is our finance director. He will be able to get the application fee out to you.		
Regarding insurance, that shouldn't be a problem adding the town.		
I'll also reach out to Tylet at Parks and Rec to discuss a possible youth clinic to coincide with the event.		
Rich		
Richard Young		

Cell: (207) 807-8727

Pronouns: he, him, his What's This?

www.MaineUltimate.org

On Mon, Jan 29, 2024 at 12:29 PM Kim McLaughlin < kmclaughlin@oobmaine.com > wrote:

Rich,

I have passed the application through the Department Heads and they felt it could be done. Now, I just need the \$50 application fee and I can place it on the next Town Council agenda for approval. Then when the event gets closer, I will need insurance that lists the Town as additionally insured.

Thank you. The check will be made payable to the Town of Old Orchard Beach. You can send it to: Town Clerk's Office, 1 Portland Avenue, Old Orchard Beach, ME 04064.

Kim

From: Ethan Taylor-Pierce <ethan@maineultimate.org>

Sent: Monday, January 29, 2024 2:06 PM

To: Kim McLaughlin Cc: Richard Young

**Subject:** Re: Special Event Permit

#### \*\*\*EXTERNAL\*\*\*

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Hi Kim,

I can get a check out for this ASAP. It should arrive in a week. Is there something I should reference on the check so that payment can be tied to Rich's application?

Thanks! Ethan

On Mon, Jan 29, 2024 at 12:37 PM Richard Young < <a href="maineultimate.org">rich@maineultimate.org</a> wrote: Kim,

Thanks for the racing back out. I have cc'd Ethan Taylor Pierce on this email, as he is our finance director. He will be able to get the application fee out to you.

Regarding insurance, that shouldn't be a problem adding the town.

I'll also reach out to Tylet at Parks and Rec to discuss a possible youth clinic to coincide with the event.

Rich

### Richard Young

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Kim

### **Ethan Taylor-Pierce**

Maine Ultimate

Pronouns: he, him, his What's This?

www.MaineUltimate.org

### **AGENDA ITEM #8136**

<b>Discussion with Action:</b> Renew the Liquor license for JBTS Inc, Joseph's by the
Sea, (310-3-3), 55 West Grand Avenue, m-s-v in a Class I restaurant.

Chair: Shawn O'Neill

### **ADJOURNMENT**

Chair: Shawn O'Neill