



GARDINER CITY COUNCIL AGENDA ITEM INFORMATION SHEET



Meeting Date		Department	
Agenda Item			
Est. Cost			
Background Information			
Requested Action			
City Manager and/or Finance Review			
Council Vote/ Action Taken			
Departmental Follow-Up			

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

Date Received in Office	11/16/25
Received by:	A. Landry
Office Amount Received	\$
Approved	Denied

**APPLICATION FOR A
LICENSE/BUSINESS/EVENT**

Business Name	Cobbossee Aerie #4330 FOE
Business Location	21 Eagle Drive Gardiner ME 04345
Business Mailing Address	PO Box 914
Owner Name	Janet Learned
Mailing Address (if different)	
Phone Number	(207) 582-1117
Business Number	
Email Address	foe4330@roadrunner.com
Type of Business	Non-Profit - Fraternal Order
Description of Business (attach paper if necessary)	Private Club
Business Hours	12pm - 10pm

Staff contacts for Licensing

Gardiner City Clerk Kathleen Cutler P: 207-582-2223 F: 207-582-6895 E: kcutler@gardinermaine.com	Code Enforcement Officer Kristopher McNeil P: 207-582-6892 C: 207-620-4853 E: kmcneill@gardinermaine.com
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City Hall Office Hours

Monday, Tuesday, Thursday: 8:00-4:00 Wednesday: 12:00 - 6:00 Friday: 8:00 - 12:00

Please send application and payment (payable to City of Gardiner) to: City Clerk's Office, 6 Church Street, Gardiner, ME

*	See Code Enforcement Officer after talking with the City Clerk
C	This License will need to go before council. Please ask the City Clerk for next meeting date.

Type of License Being Applied for:			(check all that apply)
*	DBA - Doing Business As (One-time Registration) -required	\$10	
* C	Adult Business	\$250	
* C	Automobile Recycling Business (5 year)	\$250	
	Beano/Bingo/Games of Chance/Pinball Machines (Annual)	\$10	X
* C	Food Truck / Mobile Food Vending Unit (Annual)	\$100	
* C	Food Truck / Mobile Food Vending Unit (3-Day)	\$20	
* C	Junkyard (<100 ft highway) (Annual)	\$200	
* C	Junkyard (>100 ft highway) (Annual)	\$50	
	LIQUOR		
* C	Liquor/Bottle Club (1-50 seats) (Annual)	\$75	
* C	Liquor/Bottle Club (51-100 seats)(Annual)	\$100	X
* C	Liquor/Bottle Club (101+ seats) (Annual)	\$150	
	Catering Off-Premises (liquor is served) (per event)	\$10	
* C	Outside Consumption Permit (Annual)	\$25	X
	Tavern Keeper (Annual)	\$25	
	Pawn (Annual)	\$50	
	Sales – special / pop-up / etc. (per event/sale)	\$25	
	Shooting Galleries/Pool Hall/Bowling Alley (Annual)	\$50	
	Solid Waste Collection (plus \$5 per additional truck)	\$25	
	Special Event - Exhibitions & Shows (Minor)	\$50	
	C Special Event - Exhibitions & Shows (Major)	\$100	
	C Entertainment/Special Amusement (Annual)	\$75	
* C	Mass Gathering	\$550	
*	Street Seller (Per Event)	\$20	
*	Street Seller (Annual)	\$50	
*	Street Seller - Farmers Market (Annual)	\$10	
	C Taxi / Vehicles for Hire	\$50	
	C Victualers License to Sell Food (Annual)	\$50	
	C Victualers License to Sell Food – Festival / per event	\$25	
	C Victualers License to Sell Food - Non-profit (Annual)	\$10	X

Please send application and payment (payable to City of Gardiner) to: City Clerk's Office, 6 Church Street, Gardiner, ME

Office use only:

Received in Clerk's Office by A Landes Date 10/6/25

Approved by:

CM ✓ Police ✓ Fire ✓ PW/B&G ✓ CEO ✓ ED ✓

Please see attached email verification.

City Council Approval (If necessary)

City Council hereby finds that:

1. The proposed License is consistent with the goal of promoting the use of City owned property for recreational, entertainment or charitable events; and
2. That the proposed License can be conducted in the location proposed without endangering the public safety or disturbing the peace and order of the City of Gardiner; subject to the attached list of conditions:

Dated this _____ day of _____, 20_____.

Municipal Officer of the City of Gardiner

SUPPLEMENTARY QUESTIONNAIRE FOR CLUB APPLICANTS

To be completed by On-Premises Licensees that operate as a Club

- A. Date Club was incorporated: August 1991
- B. Purpose of the Club:
- ☒ Social
- ☐ Recreational
- ☒ Fraternal
- C. When are regular meetings are held: 1st + 3rd Wednesday of each month
- D. Date of election of club officers: 3rd Wednesday of May each year
- E. Date elected officers are installed: 1st Wednesday of June each year
- F. Total Membership: 296
- G. Annual Dues: \$40
- H. Payable When? by May 31st each year
- I. Does the club cater to the public or to groups of non-members on the premises? no

- J. Excluding salaries, will any person, other than the Club, receive any of the financial profits from the sales of liquor?

no

- K. If a manager or steward is employed, complete the following:

Name: _____ Date of Birth: _____

Principal Officer Name	Title	Phone Number
David Grover	President	207-441-7593
Janet Learned	Secretary	207-458-8960
Patricia Gardner	Treasurer	207-582-1117
Bobbi Bernier	Trustee	207-446-9990
Joel Bernier	Trustee	207-446-9969
Alison Pierce	Trustee	207-837-9049



State of Maine

Bureau of Alcoholic
Beverages & Lottery
Operations

Application Copy

File Number: 102899

Job Type: Renewal Application

LICENSE #

CWC-06-101060

APPLICATION DATE RECEIVED

2025-10-02

LICENSE TYPE

On-Premises: Beer, Wine & Spirits

LICENSEE

Cobbossee Aerie #4330 - F.O.E.

AGENT NAME

EFFECTIVE DATE

2024-10-03

EXPIRES

2025-10-02

STATUS

Active

PREMISES NAME

Fraternal Order Of Eagles
Cobbossee Aerie #4330

NEW SECONDARY LICENSE(S)

None selected

PREMISES TYPE

Club without catering privileges

PREMISES NAME

Fraternal Order Of Eagles
Cobbossee Aerie #4330

OPERATOR

Cobbossee Aerie #4330 - F.O.E.

PHYSICAL ADDRESS

21 EAGLE DR GARDINER ME 04345-6231

MAILING ADDRESS

21 EAGLE DR GARDINER ME 04345-6231

CONTACT NAME

Michelle Neeley

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 582-1117

ALTERNATE PHONE

FAX

EMAIL

foe4330@roadrunner.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

Answer "No" if you are a Sole Proprietor.

Yes

19940325ND

2. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

No

3. Is the applicant/licensee an individual, partnership, or association?
(Not a corporation or LLC)

No

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

Yes

(document uploaded)

6. Is your license application for Vessel Corporation?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

No

8. Do you have a license from the Office of the State Fire Marshal?
Contact (207) 626-3870 to determine whether licensure is necessary.

Yes

11064

9. Will any law enforcement officer directly benefit financially from this license, if issued?

No

10 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

12 What is the full name and date of birth of the person managing this premises?

Bobbi-Jo Bernier 1/9/1973

13 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant(s) own the premises?

Yes

18 At which address are your business records located?

21 Eagle Drive
Gardiner, ME 04345

19 What will be your business hours? Please indicate each day's open and close times.

12pm-10pm Monday - Friday
9am-8pm Saturday
11am-7pm Sunday

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Laura E. Richards Elementary School 2 miles

21 Is your application for a Hotel or Bed & Breakfast?

No

22 What is the gross food income for the licensure period that will end on the expiration date?

\$27,310

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

\$173,895

24 Do you have a food menu?

Yes

(document uploaded)

25 How many seats do you have?

132

26 How many bathrooms do you have available to the public?

3

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Food Menu	MENU.docx	
Premises Floor Plan	floor plan.pdf	
Maine Health or Agriculture License	IMG_5016.jpg	
Maine Health or Agriculture License	IMG_5015 - Copy.jpg	
Club Questionnaire	2025-09-22_151030.pdf	
Club Questionnaire	Scan_0016.pdf	
Premises Floor Plan	Scan_0017.pdf	
Food Menu	Scan_0019.pdf	
Maine Health or Agriculture License	Scan_0020.pdf	
Supplemental Ownership Form	Scan_0021.pdf	

APPLICANT

Cobbossee Aerie #4330 - F.O.E.

DECLARATION

- ☒ I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

STATE OF MAINE
MAINE REVENUE SERVICES
RESALE CERTIFICATE



THIS CERTIFICATE IS VALID

JANUARY 01 2022 THRU DECEMBER 31 2026

Business Name and Location Address	Certificate Number	Business Type
COBBOSSEE AERIE #4330 FOE PO BOX 914 GARDINER ME 04345-0914	1006892	PREP FOOD

This is to certify that the above named business is authorized to purchase during the period of this certificate: (1) tangible personal property to be resold in the form of tangible personal property taxable service to be resold as the same taxable service. This certificate cannot be reassigned, transferred and can only be used by the above business or its authorized employee. This certificate is void if the business has ceased operating or if the certificate has been altered.

The above named business certifies that the following is being purchased in the ordinary course of business for resale as provided above.

Presented to: (Insert name of seller on photocopy) (date) Presented by: Authorized Signature (purchaser)

State of Maine

DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 18602

EATING PLACE TIER 3 86 Seats (in)

FRATERNAL ORDER OF EAGLES #4330

EXPIRES: 06/01

21 EAGLE DR

GARDINER ME 04345



ATTN JANET LEARNED

FOE COBBOSSEE AERIES #4330

FRATERNAL ORDER OF EAGLES #4330

PO BOX 914

21 EAGLE DRIVE

GARDINER ME 04345

NON TRANSFERABLE

Alyssa Landes

From: Rick Sieberg
Sent: Monday, October 6, 2025 2:21 PM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

Alyssa,

No problems for the FD.

Rick Sieberg
Fire Chief | City of Gardiner
6 Church Street
Gardiner, ME 04345
C: 207-620-0217
p: 207-582-4535
e: rick.sieberg@gardinermaine.com

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Monday, October 6, 2025 11:23 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: Cobbossee Aerie #4330 FOE Eagles

Attached you will find an application to renew a Victualers, Liquor, Outside Consumption, and Bingo/ Game of Change licenses for The Cobbossee Aerie #4330 FOE also known as the Eagles Club. This will go to council on November 5th as we have to run a legal ad 10 days prior.

Thank You!



Alyssa Landes
Deputy City Clerk ~Public Works Admin
6 Church Street
Gardiner, ME 04345
alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Stephen Aievoli
Sent: Monday, October 6, 2025 11:27 AM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: Re: Cobbossee Aerie #4330 FOE Eagles

No issue for WW

Steve Aievoli
Wastewater Superintendent
City of Gardiner
540 River Avenue
Gardiner, Maine 04345
207-582-1351 ext. 1

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Monday, October 6, 2025 11:23 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Denise Brown
Sent: Monday, October 6, 2025 11:29 AM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

No issue with ICM or FD

Denise M. Brown
Interim City Manager
& Finance/HR Director | City of Gardiner
6 Church Street
Gardiner, ME 04345
207-582-4200
dbrown@gardinermaine.com
www.gardinermaine.gov

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Gardiner, ME 04345
alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Melissa Lindley
Sent: Monday, October 6, 2025 11:43 AM
To: Stephen Aievoli; Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

No issues

Melissa Lindley

Economic Development Director
City of Gardiner
6 Church Street, Gardiner, ME 04345
office/cell: 207-582-6888
mlindley@gardinermaine.com
www.gardinermaine.gov

From: Stephen Aievoli <SAievoli@gardinermaine.com>
Sent: Monday, October 6, 2025 11:27 AM
To: Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: Re: Cobbossee Aerie #4330 FOE Eagles

No issue for WW

Steve Aievoli
Wastewater Superintendent
City of Gardiner
540 River Avenue
Gardiner, Maine 04345
207-582-1351 ext. 1

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Monday, October 6, 2025 11:23 AM
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Thank You!



Alyssa Landes

Alyssa Landes

From: Kristopher McNeill
Sent: Monday, October 6, 2025 12:14 PM
To: Melissa Lindley; Stephen Aievoli; Alyssa Landes; departmentheads
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

No issues

From: Melissa Lindley <MLindley@gardinermaine.com>
Sent: Monday, October 6, 2025 11:43 AM
To: Stephen Aievoli <SAievoli@gardinermaine.com>; Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

No issues

Melissa Lindley
Economic Development Director
City of Gardiner
6 Church Street, Gardiner, ME 04345
office/cell: 207-582-6888
mlindley@gardinermaine.com
www.gardinermaine.gov

From: Stephen Aievoli <SAievoli@gardinermaine.com>
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To: Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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Alyssa Landes

From: Todd Pilsbury
Sent: Monday, October 6, 2025 12:16 PM
To: Alyssa Landes
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

No issue with PD.

Chief Todd H. Pilsbury

City of Gardiner Police Department
(207)582-3211 (office)
(207)215-5430 (cell)

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Monday, October 6, 2025 11:23 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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Alyssa Landes

Deputy City Clerk ~Public Works Admin
6 Church Street
Gardiner, ME 04345
alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Dawn Thistle
Sent: Monday, October 6, 2025 3:44 PM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: Cobbossee Aerie #4330 FOE Eagles

All good with the library.

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Monday, October 6, 2025 11:23 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: Cobbossee Aerie #4330 FOE Eagles

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alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: John Cameron
Sent: Wednesday, October 15, 2025 5:04 PM
To: Alyssa Landes
Subject: Re: Cobbossee Aerie #4330 FOE Eagles

Good with pw
Sent from my iPhone

On Oct 15, 2025, at 4:04 PM, Alyssa Landes <ALandes@gardinermaine.com> wrote:

May I please get a response on this one too, also sent while on vacation.

<image001.png>

Alyssa Landes

Deputy City Clerk ~Public Works Admin

6 Church Street

Gardiner, ME 04345

alandes@gardinermaine.com

From: Alyssa Landes
Sent: Monday, October 6, 2025 11:23 AM
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Thank You!

<image001.png>

Alyssa Landes

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alandes@gardinermaine.com

(207)582-4200 Ext: 1101

<Cobbossee Aerie #4330 FOE Application.pdf>