



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	9/8/25
Received by:	Alankes
Office Amount Received	\$60.00
Approved	Denied

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

Business Name	The Cat's Familiar & Kitty Coven
Business Location	316-318 Water St, Gardiner
Business Mailing Address	Same
Owner Name	Bonnie Caspersen
Mailing Address (if different)	14 Elm St. Gardiner
Phone Number	215-6170
Business Number	Same
Email Address	the cats familiar @ yahoo.com
Type of Business	Cat Cafe
Description of Business (attach paper if necessary)	maine made gifts, take out food + drink
Business Hours	11am - 6pm + cat foster/adoption

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	☐
* 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	☐
* C	Liquor/Bottle Club (101+ seats) (Annual)	\$150	☐
C	Catering Off-Premises (liquor is served) (per event)	\$10	☐
* C	Outside Consumption Permit (Annual)	\$25	☐
C	Tavern Keeper (Annual)	\$25	☐
C	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	☐

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

Alandes

Date

9/8/25

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

Alyssa Landes

From: Denise Brown
Sent: Tuesday, September 9, 2025 8:36 AM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: DBA & Victualers License Application

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

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 9, 2025 8:29 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: DBA & Victualers License Application

Attached you will find a DBA and a Victualers license application for Cat Cafe.

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: Rick Sieberg
Sent: Tuesday, September 9, 2025 9:11 AM
To: Alyssa Landes
Subject: RE: DBA & Victualers License Application

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: Tuesday, September 9, 2025 8:29 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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alandes@gardinermaine.com
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Alyssa Landes

From: Melissa Lindley
Sent: Tuesday, September 9, 2025 9:18 AM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: DBA & Victualers License Application

No issues for economic development

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

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To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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alandes@gardinermaine.com
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Alyssa Landes

From: Stephen Aievoli
Sent: Tuesday, September 9, 2025 8:34 AM
To: Kristopher McNeill; Alyssa Landes; departmentheads
Subject: Re: DBA & Victualers License Application

No issue for WW

Steve Aievoli
Wastewater Superintendent
City of Gardiner
540 River Avenue
Gardiner, Maine 04345

From: Kristopher McNeill <kmcneill@gardinermaine.com>
Sent: Tuesday, September 9, 2025 8:33:25 AM
To: Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>
Subject: RE: DBA & Victualers License Application

No issues Alyssa

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 9, 2025 8:29 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: Kristopher McNeill
Sent: Tuesday, September 9, 2025 8:33 AM
To: Alyssa Landes; departmentheads
Subject: RE: DBA & Victualers License Application

No issues Alyssa

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 9, 2025 8:29 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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Alyssa Landes

From: Todd Pilsbury
Sent: Tuesday, September 9, 2025 8:33 AM
To: Alyssa Landes
Subject: RE: DBA & Victualers License Application

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>
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Alyssa Landes

From: John Cameron
Sent: Tuesday, September 9, 2025 8:33 AM
To: Alyssa Landes
Cc: departmentheads; Kristopher McNeill
Subject: Re: DBA & Victualers License Application

Good with pw
Sent from my iPhone

On Sep 9, 2025, at 8:29 AM, Alyssa Landes <ALandes@gardinermaine.com> wrote:

Attached you will find a DBA and a Victualers license application for Cat Cafe.

Thank you!

<image001.png>

Alyssa Landes

Deputy City Clerk ~Public Works Admin

6 Church Street

Gardiner, ME 04345

alandes@gardinermaine.com

(207)582-4200 Ext: 1101

<Cat Cafe DBA & Victualer License Application.pdf>