CHAPTER 14. VENDORS LICENSES

14.1 Definitions

Except as hereinafter provided, the term “Vendors” as used in this Chapter shall mean and include any person, whether principal or agent, who proposes to set up a temporary sales site, such as a sales table, kiosk or lunch wagon-style vehicle. A vendor is one whose business is of a temporary and completely portable nature. Vendors shall be defined as the following:

1. Short term - A vendor doing business in Rangeley for a maximum 3 days.
2. Seasonal - A vendor who doing business in Rangeley for the season, for more than 3 days or less than 5 months.
3. Organizational - A vendor who operates under an organization holding an event that has applied with the town for a permit for said event.
   a. For Profit - a business that is intended to return a profit to the owners.
   b. Non-profit - as defined by the IRS as conducting business exclusively for the benefit of the public.

14.2 Non-Profit Agencies

Non-profit organizations shall apply for a waiver of the licensing fee for all Organizational vendors functions. Proof of non-profit status must be provided and a list of all Vendors must be included.

14.3 Requirements:

All vendors shall meet the following requirements:

1. The vendor’s operating site must be completely vacated at the end of each business day. All vendors must remove any signs, tables, or other miscellaneous items associated with the business by the end of the day.
2. Vendors require a license to operate and must follow the specific requirements set forth by the Town regarding where and when they may operate.
3. Vendors must observe all Town ordinances that apply to any operating business, such as the public display of license, parking, signs, and hours of operation.
4. Vendors must make an application in writing to the Board of Selectmen accompanied by photograph(s) or any applicable documentation of the vending unit or setup.

5. Vendors must have a certificate of insurance on file with the Town, meeting the minimum requirements as established by the Town.

6. An existing business who permits a vendor to operate on the business property must obtain an amendment to its conditional use permit.

7. Vendors must comply with all State and local requirements.

Article 14.4 License and Fees.

Every vendor desiring to do business in the Town of Rangeley shall file a completed application for a license for that purpose with the Board of Selectmen. Vendors’ license fees will be set by the Board of Selectmen and will be reviewed by the Board of Selectmen annually.

New Applications: An applicant for a new license may submit the license application and fee to the Board of Selectmen at any time during the year. Applications must be presented to the Town Clerk at least 30 days prior to event. New applications will be posted for a public hearing to be held at the next available meeting of the Board of Selectmen. An applicant for a new license must attend the public hearing. Upon approval of an application by the Board of Selectmen, the Town Clerk shall issue a vendor’s license. Any license, which is in effect for less than the full licensing period, shall include the dates for which the license is valid.

License Renewals: Renewal applications and license fees shall be submitted to the Town Clerk at least 30 days prior to the expiration date. Renewal applications shall be posted for review at a meeting of the Board of Selectmen. Upon approval by the Board of Selectmen, the Town Clerk shall issue a vendor’s license in conformity with this Ordinance.

Article 14.5 Violations and Penalties

A vendor, who sells, carries for sale, or offers for sale any goods, wares, merchandise, food, or other products, except as permitted by this Chapter or who fails to comply with any conditions imposed by the license shall forfeit their vendor’s license.

Violations of this chapter are also punishable by a civil penalty. The maximum penalty per violation shall be $100.00. Each day the violation continues constitutes a separate violation. Vendors who violate this Chapter shall be liable for court costs and reasonable attorney fees incurred by the Town.
When a violation of this Chapter is found, the Police Department shall issue a written notice of the violation to the responsible party or parties and shall also notify the Town Manager who will notify the Board of Selectmen of the violation. If the notice does not result in the correction of the violation, the Board of Selectmen is directed to institute any and all actions and proceedings, either legal or equitable, including seeking injunctive relief and the imposition of civil penalties that may be appropriate or necessary to enforce the provisions of this Chapter in the name of the Town of Rangeley.

Revised June 16, 2016 at Annual Town Meeting