

STANDARD LEASE CONVERSION APPLICATION: NON-DISCHARGE

This application is to convert an existing experimental lease to a standard lease. The site currently exists, and the conversion process prohibits the applicant from making changes to what is currently authorized. Since changes cannot be made during this process, please refer to the experimental lease decision for a description of the site and what is currently authorized. Lease decisions are available at the link below. The holder will be required to hold a scoping session on this conversion request. Members of the public are encouraged to review this application prior to the scoping session, so they can provide feedback to the applicant. The applicant will eventually be required to submit a final application to the Department, which will be subject to a comment period and possible public hearing.

Additional information about the leasing process including copies of lease decisions is available at: <https://www.maine.gov/dmr/aquaculture>

1. APPLICANT INFORMATION**A. CONTACT PERSON**

Name of Lease Holder(s):	
Contact Person:	
Email:	
Telephone:	

B. MAILING ADDRESS

Street Address:	
City:	
State:	
Zip Code:	

C. PHYSICAL ADDRESS

☐ Same as mailing address

Street Address:	
City:	
State:	
Zip Code:	

D. PAYMENT METHOD

<input type="checkbox"/> Check	<input type="checkbox"/> Credit Card
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E. APPLICATION TYPE

<input type="checkbox"/> Draft Application	<input type="checkbox"/> Final Application
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F. PRE-APPLICATION MEETING

Date the meeting was held:	
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G. SCOPING SESSION

Date scoping session held:	
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2. PROPOSAL INFORMATION**A. LEASE INFORMATION**

Experimental Lease Site ID:	
Town where site is located:	
Lease Term Requested:	

B. INTERTIDAL SITE

Is any portion of the lease site above mean low water?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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3. WATER QUALITY

A. GROWING AREA CLASSIFICATION

Growing Area Designation	
Growing Area Classification	<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Restricted <input type="checkbox"/> Conditionally Restricted <input type="checkbox"/> Prohibited
If you are proposing to grow molluscan shellfish in waters classified as anything other than open/approved, you must contact: DMRPublicHealthDiv@maine.gov	

B. BIRD DETERRENTS

To comply with the National Shellfish Sanitation Program (NSSP) Model Ordinance (MO), DMR is requiring that applications for the suspended culture of shellfish include a description of mitigation or deterrent measures to minimize the potential pollution impacts of birds at the proposed site. Use the space below to list your mitigation or deterrent measures:

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4. OPERATIONS

A. OTHER AQUACULTURE SITES

1. Limited Purpose Aquaculture (LPA) License(s)

Are there any LPA licenses within the boundaries of the site?	
If yes, provide the LPA site ID(s)	
Are there any LPA sites within 1,000 feet of the boundaries of the site?	
If yes, provide the LPA site ID(s)	

2. Experimental Aquaculture Lease(s)

Is there any other experimental lease within 1,000 feet of the boundaries of the site?	
If yes, provide the experimental lease site ID	

3. Standard Aquaculture Lease(s)

Is there a standard lease within 1,000 feet of the boundaries of the site?	
If yes, provide the standard lease site ID	

B. TECHNICAL CAPABILITY

Does the holder(s) of this site hold any other existing aquaculture sites?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please complete the table below for each aquaculture site held. Please attach additional entries as necessary.			
Name of Holder	Type of Site	Site ID	Acreage (if a lease) <i>Do not provide a size for LPA sites.</i>
	<input type="checkbox"/> Experimental <input type="checkbox"/> Standard <input type="checkbox"/> LPA		
	<input type="checkbox"/> Experimental <input type="checkbox"/> Standard <input type="checkbox"/> LPA		
	<input type="checkbox"/> Experimental <input type="checkbox"/> Standard <input type="checkbox"/> LPA		
	<input type="checkbox"/> Experimental <input type="checkbox"/> Standard <input type="checkbox"/> LPA		
	<input type="checkbox"/> Experimental <input type="checkbox"/> Standard <input type="checkbox"/> LPA		
	<input type="checkbox"/> Experimental <input type="checkbox"/> Standard <input type="checkbox"/> LPA		

List your skills and experiences working on the water:

C. COMPLIANCE HISTORY

Have you been convicted of violating any state or federal marine resource laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been adjudicated to be responsible for violating any state or federal marine resource laws?	<input type="checkbox"/> Yes <input type="checkbox"/> No

D. FINANCIAL ESTIMATES

Use the space below to provide requested cost estimates of the aquaculture activities, if approved, as they relate to this proposal.	
Annual Lease Rent	
Annual DMR Licensing Fees	
Annual cost to maintain the bond or commitment amount for the escrow account	
Annual Equipment Costs	
Annual Maintenance Costs	

5. RIPARIAN OWNER NOTIFICATION

Is the site within 1,000 feet of shorefront land (which extends to mean low water or 1,650 feet from shore, whichever is less, according to NOAA charts).	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If yes, please submit the following:

☐ Include a completed riparian landowner list. If the site is in more than one municipality, you need to submit separate lists for each town/city.

☐ Make sure the list is certified by the municipality. The person certifying the list on behalf of the municipality should review the tax records and is typically the town clerk, tax assessor, or other individual familiar with these records.

☐ Include a tax map that displays the: town name, parcels numbered clearly, legible scale, and boundaries of the proposed lease site.

RIPARIAN LANDOWNER LIST

Using municipal tax records, complete the table below for all riparian shorefront parcels within 1,000 feet of the proposed lease site. **It is the applicant's responsibility to assemble the information for the municipality to certify.** The municipality only certifies that the information is correct according to the town's tax records. Once you have completed the form, ask the municipality to complete the certification section below. Attach additional pages as necessary.

Name of Municipality:	
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Tax Map Number	Lot Number	Name of Landowner(s)	Mailing Address (based on municipal tax records)

Town Certification

By signing below, I am certifying on behalf of the municipality listed above that the names and addresses of the property owners, including the map and lot numbers, are those listed in the records of this municipality and are current as of this date.

Printed Name:	
Signature:	
Position:	<input type="checkbox"/> Town Clerk <input type="checkbox"/> Town Assessor <input type="checkbox"/> Other town official. Please specify:
Date:	

6. OTHER ATTACHMENTS

FINANCIAL INSTITUTION LETTERS

☐ In accordance with regulation, you must include a letter from a financial institution indicating you have an account in good standing. Each lease holder must provide a letter.

INTERTIDAL SITES

If any portion of the site is above mean low water, you need to provide the following under 1 and 2:

1. Landowner Written Permission:

All upland owners whose intertidal lands will be used for aquaculture need to give the applicant written permission to use intertidal lands. You need to submit this written permission with your application. DMR will not accept the application without the required permission.

The written permission must include the following:

- ☐ The map and lot number of the parcel to which the permission applies, which needs to match what is listed on the riparian landowner list.
- ☐ The letter must include the names(s) of the landowner(s). If the parcel is held by multiple people, each individual needs to provide permission. It can be included in the same letter, but it needs to be clear that all owners of the parcel consent.
- ☐ The letter must clearly state that the parcel owner is giving the applicant(s) **permission to use their intertidal lands** for the proposed aquaculture activities. General letters of support from the parcel owner do not satisfy this requirement.
- ☐ If the intertidal land is owned by the applicant(s) then an 'Applicant Statement' must be included with the submission. The submission needs to include the map and lot number of the parcel owned.

2. Municipal Permission:

Does the municipality have a shellfish conservation program in accordance with 12 M.R.S.A. section 6671?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If you selected “no” then part 2 is not required.

If you selected “yes” then you also need to submit the following with your application:

The **municipal officers** need to consent to using the intertidal area. Consent means that a majority of the municipal officers voted to grant permission to use the intertidal area. The vote needs to occur during a public meeting.

After the meeting, you will need to submit one of the following:

A copy of the final meeting minutes that includes the text of the motion and the results of the vote, which demonstrates that a majority of municipal officers gave consent to the applicant(s) to use the intertidal area. Draft copies of meeting minutes will not be accepted.

OR

A letter from the municipality that summarizes the meeting when the vote was taken. The letter needs to include:

☐ The date of the meeting.

☐ Text of the motion.

☐ The vote of each municipal officer (they need to be individually named).


☐ Name and title of the individual submitting the letter on behalf of the town.

7. ACKNOWLEDGEMENT AND SIGNATURE PAGE

Every listed lease holder needs to complete and include a copy of this form with the submission. If the holder is a company, this needs to be completed and signed by a person authorized to make such certifications and submissions on behalf of the company.

Please read and check each box confirming understanding.

- ☐ I have read DMR's aquaculture laws and regulations and will comply with those provisions.
- ☐ I understand that lease proposals are evaluated in consideration of applicable decision criteria and processed in accordance with relevant law and rules. Applying for a lease is not a guarantee that this site will be granted or otherwise granted as originally authorized. If the application is denied, I am responsible for removing all gear, including moorings, in accordance with the law.
- ☐ I understand that lease application fees are non-refundable.
- ☐ I understand that falsifying any information in this application will result in termination of the application or other enforcement action.
- ☐ I understand that it is my responsibility to submit a copy of this application to the U.S. Army Corps of Engineers (USACE) and that their review process is separate from DMR's. If I have questions about the USACE process or review, I will contact that agency.
- ☐ I read the lease application instructions. I will follow the instructions and provide any requested information in a timely manner.
- ☐ I understand that I cannot make any changes to what was originally authorized except that I may be required by the DMR to modify aspects of operations related to light, noise, or visual impacts to comply with associated mitigation requirements.

Printed Name	
Signature	
Date	



MAINE DEPARTMENT OF MARINE RESOURCES

Aquaculture Division, 21 State House Station, Augusta, ME 04333-0021 (207) 624-6567

CORPORATE APPLICANT FORM

For Standard and Experimental Aquaculture Lease Applications

Corporations or partnerships that apply for aquaculture leases in the State of Maine must complete this form. Corporations must submit information as requested under A. Corporate Applicant. Partnerships must submit information as requested under B. Partnership Applicant.

A. Corporate Applicant

Note: You must attach a copy of the Articles of Incorporation (Inc.) or Certificate of Formation (LLC) to your application.

1. Name of Corporation: University of New England

2. Date of incorporation: November 13, 1934 State of incorporation: Maine

3. List the names, addresses, and titles of all officers:

Name	Address	Title
James Herbert	11 Hills Beach Rd. Biddeford, ME 04005	President
James Irwin	11 Hills Beach Rd. Biddeford, ME 04005	Senior Vice President Finance and Admin.

Please use additional sheets if necessary and attach to the application.

4. List the names and addresses of all directors/members:

Name	Address
see attached	

Please use additional sheets if necessary and attach to the application.

5. Has the corporation, or any stockholder, director, or officer applied for an aquaculture lease for Maine lands in the past? ☒ Yes ☐ No

If you selected “yes,” please indicate who applied for the lease and the status of the application or lease. University of New England, SacoRIX experimental lease originally granted 10/1/2019. Application to convert same to standard lease.

6. List the names and addresses of all stockholders who own or control at least 5% of the outstanding stock and the percentage of outstanding stock currently owned or controlled by each stockholder.

Name	Address	Percentage of Owned Stock

Please use additional sheets if necessary and attach to the application.

7. List the names and addresses of stockholders, directors, or officers owning an interest, either directly or beneficially, in any other Maine aquaculture leases, as well as the quantity of acreage from existing aquaculture leases attributed to each such person based on the percentage of owned stock listed in question 6. If none, write, “None.”

Name	Address	Lease Acronym	Acreage
NONE			

Please use additional sheets if necessary and attach to the application.

8. Has the corporation or any officer, director, member, or shareholder listed in item 5 above ever been arrested, indicted, convicted of, or adjudicated to be responsible for any violation of any marine resources or environmental protection law, whether state or federal?

☐ Yes ☒ No

If you selected “yes”, please provide details.

B. Partnership Applicant

Note: You must attach a copy of either the Certificate of Limited Partnership or documentation of the formation of a General Partnership to your application.

1. Name of Partnership: _____

2. Date of formation: _____ State of partnership: _____

3. List the names, addresses, and ownership shares of all partners:

Name	Address	Ownership Shares

Please use additional sheets if necessary and attach to the application.

4. Has the partnership, or any partner applied for an aquaculture lease for Maine lands in the past? ☐ Yes ☐ No

If you selected “yes,” please indicate who applied for the lease and the status of the application or lease.

5. List the names and addresses of any partner owning an interest, either directly or beneficially, in any other Maine aquaculture leases, as well as the quantity of acreage from existing aquaculture leases attributed to each such person, based on their ownership shares from question 3.

Name	Address	Lease Acronym	Acreage

Please use additional sheets if necessary and attach to the application.

6. Has the partnership or any partner been arrested, indicted or convicted of or adjudicated to be responsible for any violation of marine resources or environmental protection law, whether State or Federal?

☐ Yes ☐ No

If you selected "yes", please provide details.

University of New England, Voting Trustees as of June 5, 2025					
First Name	Last Name	Street Address	City/Town	State	Zip
Jim	Brady	80 Exchange Street, Suite 400	Portland	ME	04101
Todd	Cesca	11 Oak Bluff Road	Kennebunk	ME	04043
Calen	Colby	1 Manor Way	Cape Elizabeth	ME	04107
David	Engle	33 Label Avenue	Portland	ME	04103
Regen	Gallagher (Chair)	36 Lynn Drive	Caribou	ME	04736
Jean	Ginn Marvin	81 Nonantum Way	Scarborough	ME	04074
Fran	Girard	380 Warren Ave	Portland	ME	04103
James	Herbert (President)	1 Hills Beach Road	Biddeford	ME	04005
Suzanne	Iovanna	3 Mooring Rd	Marblehead, MA	MA	01945
Skip	Irving	PO Box 351	Biddeford Pool	ME	04006
Story	Landis (Vice Chair)	PO Box 143	South Freeport	ME	04078
Robert	Leonard, Jr.	75 North Cliff Drive	Narragansett	RI	02882
Mark	Malone	5 Moulton Street	Portland	ME	04101
Dan	McCormack	2 Lancaster Lane	Scarborough	ME	04074
Dimitri	Michaud	16 Towne Street	Kennebunkport	ME	04046
Julie	Mostov	3 Washington Square Village, Apt. 6H	New York	NY	10012
Ford	Reiche	54 Bartol Island Road	Freeport	ME	04032
Richard	Roderick	7 Tanager Lane	Cape Elizabeth	ME	04107
Aleister	Saunders	3250 Chestnut St, MacAlister Hall, Rm 3010	Philadelphia	PA	19104
Justin	Schair	P.O. Box 402	Portland	ME	04112
Stephen	Shannon	158 Oak Ridge Road	Biddeford	Me	04005
Kate	Snyder	31 Kennwood Street	Portland	ME	04102
Cheri	Walker (Treasurer)	15 Charlotte Drive	Falmouth	ME	04105
Larry	Wold	10 Redpoll Drive	Falmouth	ME	04105

18340014ND 1810000249124

FILED 11 28 1934

ARTI 4

State of Maine

Certificate of Organization of a Corporation, under Chapter Seventy of the Revised Statutes, and Amendments thereto.

The undersigned, officers of a corporation duly organized at the office of Joseph H. Pagin
in the ~~several~~ City of Biddisford, State of Maine, on the thirteenth day of
November, A.D. 1934, hereby certify as follows:

The name of said corporation is Franciscan Fathers of Maine.

The purposes of said corporation are the establishment and maintenance of institutions
for education of youth in such arts and sciences as the said corporation shall,
from time to time, direct; the maintenance of a place of study and recuperation
for the religious engaged in the education of youth in such institutions as the
said corporation may establish; the establishment and maintenance of institutions
for the education of youth to the priesthood and for headquarters for Fathers to
engage in predication of Catholic truth and religion; to purchase and otherwise
acquire, own and hold unlimitedly such real and personal property of every kind
and description within and without the state of Maine, and in any part of the
world, suitable, necessary, useful or advisable in connection with any or all
of the objects hereinbefore or hereinafter set forth, and to convey, sell, assign,
transfer, lease, mortgage, pledge, exchange or otherwise dispose of any of such
property.

Said corporation is located in the ~~town of~~ City of Biddeford, County of York, State of Maine.

The number of officers ^{is} ~~seven~~ ^{seven} and their names are as follows:

President Arthur M. Decary

Vice-President Joseph Mercier

~~Secretary~~ Clerk Joseph R. Paquin

Treasurer Zenon B. Decary

~~Directors or Trustees~~ Arthur M. Decary, Antonio Bendron, Zenon B. Decary, Valerian

Belanger, Leopold Chavalier, Joseph U. Fara and Joseph R. Paquin.

Witness our hands this thirteenth day of November, A.D. 1934.

ARTHUR M. DECARY President

ZENON B. DECARY Treasurer

ARTHUR M. DECARY

ZENON B. DECARY

VALERIAN BELANGER

ANTONIO BENDRON

LEOPOLD CHAVALLIER

JOSEPH U. FARA

JOSEPH R. PAQUIN

Directors
or
Trustees

(This Certificate must be filed in the Office of the Secretary of State within 60 days of date of organization)

STATE OF MAINE

York, ss. November 13, A.D. 1934.

Then personally appeared the within named Arthur M. Decary, Zenon B. Decary, Valerien Belanger, Antonio Gendron, Leopold Chevalier, Joseph U. Pare and Joseph E. Paquin.

and severally made oath to the foregoing certificate by them signed, that the same is true.

Before me,

DANIEL E. CROWLEY

Justice of the Peace

STATE OF MAINE

ATTORNEY GENERAL'S OFFICE November 21, A.D. 1934

I hereby certify that I have examined the foregoing certificate, and the same is properly drawn and signed, and is conformable to the constitution and laws of the State.

Sanford L. Fogg

DEPUTY ATTORNEY GENERAL

COPY

(Name of Corporation)

FRANCIS J. JENNINGS OF MAINE

Yank, 1934

Registry of Deeds

Received November 26, 1934

at 9 h. 52 m. A.M.

Recorded in Vol. 18 Page 181

Attest:

GEORGE H. RIDLEY, Register

A true copy of record.

Attest:

CHARLES M. RIDLEY, Register

STATE OF MAINE

Office of Secretary of State

August 1934

Received and filed this day.

Attest:

JOHN S. BRADLEY, Secretary of State

Recorded in Vol. 6 Page 5

19340014ND 1910000248121

FILED 12 19 1973 LNME 2

I, REBECCA K. LOVE, secretary of the Board of Trustees of Saint Francis College hereby certify that the following is a true abstract of a vote taken by the Board of Trustees on November 10, 1973.

"VOTED: that the name of the corporation be changed from the 'Franciscan Fathers of Maine' to 'Saint Francis College'."

A true copy

ATTEST:

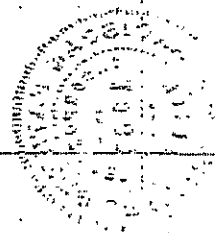
Rebecca K. Love
Rebecca K. Love

Dated: December 14, 1973 at Biddeford, Maine

Francis J. Feltz of Maine

Change of Name

6 - 5



STATE OF MAINE
Office of Secretary of State

August, December, 19, 10 73

Received and filed this day

ATTEST:

Wm. H. Newberry

Deputy Secretary of State

Recorded in Vol. 72 Page 55-56

NONPROFIT CORPORATION

19340014ND 1910000249120

FILED 05 04 1978 LNME

STATE OF MAINE

ARTICLES OF AMENDMENT
OF

SAINT FRANCIS COLLEGE

This Space For Use By
Secretary of State
MAINE
SECRETARY OF STATE
FILED

May 4, 1978

David Hays
AGING

Fee Paid	\$5.00
C. B.	613
Date	5-10-78

Pursuant to 13-B M.R.S.A. §§802 and 803, the undersigned corporation executes and delivers for filing the following Articles of Amendment:

FIRST: The amendment so adopted is

THAT the Board of Trustees endorse and adopt the Corporate Name of University of New England and further that President Ketchum be directed to take whatever steps are necessary to have the above name approved and recorded with the Corporation Division of the Secretary of State in Augusta, Maine.

Motion Made: Dr. Charles Sauter Second: Mr. Peter L. Lynch

Action: Motion passed unanimously.

This is a true copy of the vote taken at the April 14, 1978

meeting of the Board of Trustees of Saint Francis College.

SECOND: The amendment to the Articles of Incorporation of the corporation set out above was adopted on April 14, 1978, in the following manner: ("X" one box only)

- ☐ a. By the members at a meeting on _____, 19____, at which a quorum was present and such amendment received at least a majority of the votes which members were entitled to cast.
- ☐ b. If the Articles of Incorporation require more than a majority vote, by the members at a meeting on _____, 19____, and such amendment received at least the percentage of votes of the members required by the Articles of Incorporation.
- ☐ c. By the written consent of all members entitled to vote with respect thereto, dated _____, 19____, without resolution of the board of directors.
- ☒ d. There being no members, or no members entitled to vote thereon, the amendment was adopted by a majority vote of the board of ~~directors~~ in office at a meeting held on April 14, 1978.
Trustees

FORM NO. MNPCA-9

THIRD: The address of the registered office of the corporation in the State of Maine is 605 Pool Road,
Biddeford, Maine 04005
(street, city and zip code)

Dated: May 2, 1978

Legibly print or type name
and capacity of all signers
13-B MRSA §104.

I certify that I have custody of the minutes showing the
above action by the members.

Raymond R. Coniff
(signature of clerk, secretary or assistant secretary)

Saint Francis College
(name of corporation)
By Jack S. Ketchum
(signature)
Jack S. Ketchum, President
(type or print name and capacity)
By Raymond R. Coniff
(signature)
Raymond R. Coniff, Secretary
(type or print name and capacity)

*The name of the corporation should be typed, and the document must be signed (1) by the clerk or secretary or (2) by the president or a vice-president and by the secretary or an assistant secretary, or such other officer as the bylaws may designate as a 2nd certifying officer or (3) if there are no such officers, then by a majority of the directors or by such directors as may be designated by a majority of directors then in office or (4) if there are no such directors, then by the members or such of them as may be designated by the members at a lawful meeting.



Wednesday, August 13, 2025

University of New England
11 Hills Beach Road
Biddeford, ME 04005

To whom it may concern,

Please accept this letter as confirmation that the University of New England maintains bank accounts with M & T Bank. These accounts are in good standing and have been open since 10/19/2012.

If there is any way I can be of further assistance, please do not hesitate to call me directly at 603-714-8524.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Ferrucci". The signature is fluid and cursive, with a horizontal line extending from the end.

Todd Ferrucci
Senior Vice President
603-222-5915
tferrucci@mtb.com