



JANET T. MILLS
GOVERNOR

DEPARTMENT OF LABOR
BUREAU OF LABOR STANDARDS
45 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0045

LAURA A. FORTMAN
COMMISSIONER

WAGE & HOUR DIVISION

DR. JASON MOYER-LEE
DIRECTOR

July 16, 2024

JLL Enterprises, LLC
and
Lenay & John Cavanaugh
2 Partridge Lane
Gray, ME 04039-9442

RE: Violations of Title 26 MRS. Inspection #488127

Dear Lenay & John Cavanaugh,

When our inspector investigated a complaint of unpaid wages against you and your business initiated in March 2024, the following violations of Maine Labor Law were found:

Timely and Full Payment of Wages

Section 621-A, entitled “Timely and Full Payment of Wages”,¹ (materially) states:

1. Minimum frequency and full payment. At regular intervals not to exceed 16 days, every employer must pay in full all wages earned by each employee, except members of the family of the employer and salaried employees. Each payment must include all wages earned to within 8 days of the payment date. Payments that fall on a day when the business is regularly closed must be paid no later than the following business day. An employee who is absent from work at a time fixed for payment must be paid as if the employee was not absent. ...

2. Regular payment required. Wages must be paid on an established day or date at regular intervals made known to the employee. The interval may not be increased without written notice to the employee at least 30 days in advance of the increase.

In this case, the employer failed to pay employee [REDACTED] in full on the established pay date on 2 separate occasions. These violations are set out in Table 1, below.

Table 1: Timely and Full Payment of Wages Violations

¹ <https://legislature.maine.gov/statutes/26/title26sec621-A.html>

Week Ending Date	Established Pay Date	Days Worked	Total Hours Worked	Rate of Pay	Wages Owed
2/3/2024	2/9/2024	Mon, Tues, Wed, Thurs, Fri	40 (8hrs per day)	\$900 per week	\$900
2/10/2024	2/16/2024	Mon, Tues, Wed, Thurs, Fri	40 (8hrs per day)	\$900 per week	\$900
Total			80 hours		\$1,800

Violations: 2

Unfair Agreements

Section 629, entitled “Unfair agreements”,² (materially) states:

A person, firm or corporation may not require or permit any person as a condition of securing or retaining employment to work without monetary compensation or when having an agreement, oral, written or implied, that a part of such compensation should be returned to the person, firm or corporation for any reason other than for the payment of a loan, debt or advance made to the person, or for the payment of any merchandise purchased from the employer or for sick or accident benefits, or life or group insurance premiums, excluding compensation insurance, that an employee has agreed to pay, or for rent, light or water expense of a company-owned house or building. This section does not apply to work performed in agriculture or in or about a private home.

In this case, the employers required or permitted employee [REDACTED] to work without monetary compensation on 10 separate days between 01/28/2024 and 02/10/2024.

Violations: 10

Records

Section 622 of Title 26³ (materially) states:

Every employer shall keep a true record showing the date and amount paid to each employee pursuant to section 621-A. Every employer shall keep a daily record of the time worked by each such employee... Records required to be kept by this section must be accessible to any representative of the department at any reasonable hour. ...

² <https://legislature.maine.gov/statutes/26/title26sec629.html>

³ <https://legislature.maine.gov/statutes/26/title26sec622.html>

Records statutes, such as Section 622, are a critical element of labor standards because records help employers ensure they have met their legal obligations to pay workers what they are owed, and they provide the Division with a source of evidence when evaluating an employer's compliance with other statutes.

On 04/30/2024 the Division requested time records and payroll records for the following period: 01/01/2021 to 03/31/2024 with a due date of 05/10/2024. As of 05/15/2024 the employer has not provided access to the records. In this case, the Division identified 10 instances in which the employer did not provide daily time records for work performed between 01/28/2024 and 02/10/2024.

Violations: 10

Penalties

When assessing the fines in this case, the Division relies on Section 53 of Title 26,⁴ which (materially) states:

...[T]he director may assess a forfeiture against any employer, officer, agent or other person who violates any provision of chapter 7, subchapters I to IV for each violation of those subchapters. The forfeiture may not exceed \$1,000 or the amount provided in law or rule as a penalty for the specific violation, whichever is less. ... The director shall adopt rules to govern the administration of the civil money forfeiture provisions. The rules must include a right of appeal by the employer and a range of monetary assessments with consideration given to the size of the employer's business, the good faith of the employer, the gravity of the violation and the history of previous violations. ...

The Rules referred to above are entitled: *Chapter 9: Rules Governing Administrative Civil Money Penalties for Labor Law Violations*.⁵ Pursuant to these rules, fines start at the minimum penalty or the lowest amount in the penalty range for a particular violation, and then must be increased for the severity of the violation, when the employer has a history of violations, and if the violations are “willful”. The fines decrease, on the other hand, when the employer demonstrates “good faith” or has 100 or fewer employees.

Employer size is the only relevant criterion to the imposition of fines in this case. It is unclear how many employees the employer has in this case. As such, we have treated the employer as in the smallest employer category. This means that, pursuant to Section III(B)(2), the penalty amount in all violations will be reduced by 33.3%. Therefore, to calculate the penalty amount the Division imposes for the violations in this case, the Division starts with the minimum penalty provided by the statute in question and then reduces the amount by 33.3%.

⁴ <https://legislature.maine.gov/statutes/26/title26sec53.html>

⁵

<https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.maine.gov%2Fsos%2Fccec%2Frules%2F12%2F170%2F170c009.docx&wdOrigin=BROWSELINK>.

Timely and Full Payment of Wages; Records; Unfair Agreements

The violations for timely and full payment of wages (Section 621-A), records (Section 622), and unfair agreements (Section 629) are all subject to the penalty range set out at Section 626-A, which (materially) states: “Whoever violates any of the provisions of...sections 621-A to 623 or section 626, 628, 628□A, 629...is subject to a forfeiture of not less than \$100 nor more than \$500 for each violation.”⁶

As \$100 is the lowest amount in the range, the Chapter 9 Rules require us to use this number as our starting point. The \$100 figure is then multiplied by the 22 violations in this category, resulting in an initial fine of \$2,200. The 33.3% reduction is then applied, resulting in a **total penalty amount of \$1,467.40 for the violations in this category.**

Appeals and Settlements

The total penalty for the above violation(s) is \$1,467.40. Please make checks payable to “Treasurer, State of Maine” and mail to the address at the top of this letter.

Pursuant to Section 53 of Title 26, you have the right to appeal this citation. The Bureau’s appeals process is set out in Section IV of the Chapter 9 Rules.

If you choose to file an appeal of any violation or penalty, you must do so within fifteen (15) business days of receipt of this notice. The appeal must be submitted in writing to the Deputy Director of the Bureau, at the address listed above. If you file an appeal, be specific as to which violation(s) or penalties you wish to appeal. If a request for a formal appeal is received timely, a hearing will be scheduled. The Deputy Director will assign the appeal to a qualified hearing officer. The hearing will be at the headquarters of the Bureau or at a place mutually agreeable to the parties. The hearing may be held telephonically or by remote video, at the discretion of the hearing officer. All proposed penalties will be stayed until after the formal appeal is heard.

If no response is received within the designated timeframe, you accept all citations and any penalties assessed. The notice will become a final order and payment will be due at that time.

We strongly recommend that any correspondence be sent by certified mail. Failure to correct violations may result in additional penalties for each violation that is not corrected.

You may approach the Bureau to negotiate a settlement to waive the violations or penalties at any time during this process. However, settlement negotiations will not affect the deadline to appeal.

If you have questions regarding this notice, you may contact the Bureau of Labor Standards, Wage & Hour Division at (207) 623-7925.

⁶ <https://legislature.maine.gov/statutes/26/title26sec626-A.html>

Respectfully,

A handwritten signature in black ink that reads "Scott R. Cotnoir". The signature is written in a cursive, slightly slanted style.

Scott Cotnoir, Director
Wage and Hour Division
Inspection #488127