



Town of Old Orchard Beach
Office of the Town Manager

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www.oobmaine.com/town-council

Regular Town Council Meeting Minutes

December 17th, 2024

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 30 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 12/17/2024.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	1/7/2025

Respectfully
Submitted,

Tim Fleury
Town Council
Secretary



Town Council - Meeting Agenda

December 17th, 2024 @ 6:30pm
Council Chambers - 1 Portland Avenue

www.oobmaine.com/town-council

**Members of the public wishing to view the meeting from home may tune into Local Access TV (Channel 3 or 1301 - check with your provider) or by clicking the Meeting Videos link on oobmaine.com.)*

PLEDGE OF ALLEGIANCE:

ROLL CALL: Tim Fleury called roll. The following were present:

Shawn O'Neill, Chair

Diana Asanza, Town Manager

Tim Fleury, Town Council Secretary

V. Louise Reid, Councilor

Connor Rague, Councilor

Michael Tousignant, Councilor

Vice Chairman Blow had an excused absence

ACKNOWLEDGEMENTS:

The Town would like to acknowledge the retirement of three very important staff members.

Town Manager Diana Asanza for Lisa Wilson

Fire Chief John Gilboy for Terry Nagle

Town Clerk Kim McLaughlin for Jeff Thompson

GOOD & WELFARE:

PRESENTATION:

RSU 23

John Suttie, Superintendent of RSU 23, - gave a brief presentation of the collaborative efforts between the RSU and the Town of Old Orchard Beach and future construction plans. **(presentation attached to end)**

Conservation Commission

Kimbark Smith - gave a quick dedication to Roger Smith and his efforts on the Conservation Commission for plover conservation.

ACCEPTANCE OF MINUTES:

Accept the minutes from the 12/3/2024 Regular Town Council Meeting.

Chair: Shawn O'Neill

Motion to accept: Councilor Rague

Second: Councilor Reid

Vote: 4-0

PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:

Miguel Reynolds, (313-1-5) 106 West Grand Avenue, three (3) year-round rentals.

John Forino, (202-3-4B), 207 East Grand Avenue Unit 4B, one (1) year-round short-term rental.

Steve Ward, (210-2-53-8), 16 Smithwheel Road Unit 8, one (1) year-round rental.

Curtis Fortier, (212-2-1-1), 15 Melvin Avenue Unit 201, one (1) year-round rental.

Chair: Shawn O’Neill

Chairman O’Neill opened the hearing at: 7:00 pm

Motion to accept: Councilor Tousignant

Second: Councilor Rague

Vote: 4-0

Chairman O’Neill closed the hearing at: 7:01 pm

PUBLIC HEARING – SPECIAL AMUSEMENT PERMITS & APPROVALS:

David Begin, Lazy Days Restaurant, (206-31-19), 4 First Street, live music, trivia, open mic, 3:00 pm to 10:00 pm, Sunday through Saturday, inside and outside.

Chair: Shawn O’Neill

Chairman O’Neill opened the hearing at: 7:01 pm

Motion to accept: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

Chairman O’Neill closed the hearing at: 7:02 pm

TOWN MANAGER REPORT

NEW BUSINESS:

AGENDA ITEM #8655

Discussion with Action: Council to communicate to Town Manager guidance regarding the FY26 Municipal Budget pursuant to Charter, Article VII, Sec 702.

Chair: Shawn O'Neill

Town Manager will introduce Jordan Miles for a brief presentation on the FY 25 year to date financials, prior to Council's budget guidance for FY 26.

Jordan Miles, Finance Director – gave a brief overview of the FY 25 financials to date.

Chairman O'Neill explained the basic process for Council guidance. Normally start with a 3% increase as a start.

Councilor Tousignant – doesn't worry about the cap but would like to truly see what the needs of the departments are and have them budget for that. He would like to see debate in the budget meetings and plan for the large items coming.

Town Manager Asanza – budget built on a zero base, line by line, for each department. Capital items will be the unknowns – Brought to Council by the second meeting in March.

AGENDA ITEM #8656

Discussion with Action: Confirm the Town Manager's appointment of David Pinkham as the Director of the Public Works Department, effective December 16, 2024.

Chair: Shawn O'Neill

Town Manager introduced the new Public Works Director.

Motion to appoint: Councilor Rague

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8657

Discussion with Action: Re-appoint Anita Anderson as Health Officer, term to expire 12/31/2027.

Chair: Shawn O'Neill

Motion to appoint: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8658

Discussion with Action: Shall the Town consider a request from Mezoian Development, LLC, to accept title and to accept and establish as town ways those developed portions of Summer Long Drive and Winter Berry Lane together with any storm water runoff systems located within the right of way of said Summer Long Drive and Winter Berry Lane, fire hydrants, street signs, drainage easement areas and sewer pipes located therein or appurtenant thereto, sidewalks, trees, street lights, lighting facilities, lampposts, and all of the rights appurtenant to the foregoing, as shown on a plan entitled “Final Plan, Sumter Landing, Ross Road, Old Orchard Beach, Maine”, for Mezoian Development, LLC, dated January 2020 as revised through 9/18/20, by BH2M, Inc. As described in the Warranty Deed from Mezoian Development, LLC to the Town of Old Orchard Beach, Maine, dated, _____.

Chair: Shawn O’Neill

Motion to table until the next meeting: Councilor Reid
Second: Councilor Rague
Vote: 4-0

AGENDA ITEM #8659

Discussion with Action: Approve the purchase of 7 V700 Body Worn Cameras, 7 Camera Batteries, and a body worn camera transfer station from Motorola Solutions in the amount of \$11,295.00 from account #30192 – 50798 Byrne Grant Fund with a balance of \$11,295.00.

Chair: Shawn O’Neill

The body cameras are being purchased utilizing grant funding through the Edward Byrne Memorial Justice Assistance Grant Program.

The Old Orchard Beach Police Department currently has 29 body worn cameras, and they have the need for an additional 7 cameras to replace older cameras and equip additional officers on patrol. The use of body cameras by the OOB police department promotes transparency by providing an objective record of police-civilian interactions, enhances safety of officers and civilians knowing their actions are being recorded, and provides valuable evidence in criminal cases. Body camera footage is also utilized for improved police training and police practices.

Motion to accept: Councilor Reid

Second: Councilor Rague

Vote: 4-0

AGENDA ITEM #8660

Discussion with Action: Extend the previous approval of use of the Town land located at the Ballpark by the Community Garden for a period of two (2) years from January 1st, 2025, to December 31st, 2026.

Chair: Shawn O'Neill

The use of Town land located at the Ballpark for participation of residents in a Community Garden has been extremely successful.

Motion to approve: Councilor Reid

Second: Councilor Rague

Vote: 4-0

AGENDA ITEM #8661

Discussion with Action: Accept the Community Connections grant award from the State of Maine Cabinet on Aging in the amount of \$10,200.00 to account # 32204-40239 CFC UMaine Grant. This grant was awarded to Old Orchard Beach Community Friendly Connections as an Age-Friendly Community and will support the medical rides program.

Chair: Shawn O'Neill

The Community Friendly Connection (also known as CFC) applied for this grant through the State of Maine Cabinet on Aging, and it will be used to support the Medical Rides program operated through CFC. This is a volunteer program where drivers provide rides to and from medical appointments for older adults and persons with mobility impairments. The grant funds will be used to continue the program by paying a small stipend to the program coordinator that schedules and manages all rides, provide gas cards for volunteers, and pay for the printing costs to promote the program.

Motion to accept: Councilor Rague

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8662

Discussion with Action: Approve the closure of Town Hall for the Christmas Holidays according to the Personnel Policy, on Tuesday, December 24th, and Wednesday, December 25th, 2024, with employees using personal or vacation time for half day on Tuesday, December 24th.

Chair: Shawn O'Neill

Motion to approve: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8663

Discussion with Action: Approve the cost of repairs for the Wurlitzer Theatre Pipe Organ located at the Loranger Middle School managed by the Pine Tree Organ Chapter of the American Theatre Organ Society, in an amount not to exceed \$20,000.00 from account number 20118-50350 Contingency Account with a balance of \$150,000.

Chair: Shawn O'Neill

The Wurlitzer pipe organ at the Loranger Middle School was inspected in September and it was recommended for a complete tonal finishing.

The process addresses every pipe in the organ, wind systems, tremolos and regulators, and how everything interacts to achieve artistic and lyrical results.

Councilor Tousignant gave a brief history of the recent projects on the organ. The organ was installed in 1967 from a theater in New York City. There is a long history in Old Orchard Beach and Councilor Tousignant would like to see it completed.

Councilor Tousignant abstained from the vote.

Motion to approve: Councilor Reid

Second: Councilor Rague

Vote: 3-0, Councilor Tousignant abstain.

AGENDA ITEM #8664

Discussion with Action: Award the bid to Doten's Construction of Freeport, Maine in an amount not to exceed \$950,000 for the West Grand Comfort Station Improvements from account number 22405-50747 ARPA Public Bathroom Improvements with a balance of \$667,015 and \$282,985 from the General Fund Undesignated Fund Balance with a balance of \$ 14,569,553.

Chair: Shawn O'Neill

The Town's engineer on the project Woodard & Curran reviewed the three bids received for this and the low bidder was Doten's Construction, Inc. (Doten) with a total base bid price of \$996,000, and a bid alternate price for the Translucent Entry Canopy in the amount of \$290,000.

Woodard & Curran has been working with Doten on cost savings measures based on the available budget, without compromising the goal of the project, and recommends awarding the base bid contract to Doten's Construction, Inc. for a not-to-exceed amount of \$950,000. Woodard & Curran is here to discuss where they are in discussions with Doten and the cost savings measures to finalize the project scope.

Neil Weinstein – questioned the cost of rebuilding the bathrooms based on its original construction cost. Town Manager Asanza gave a quick overview of the process to this point.

Brent Bridges – Woodard and Curran – Mr. Bridges gave an overview of the proposed upgrades and renovation of the comfort station as well as the bidding process.

Councilor Rague – when were the last renovations to the comfort station?

Town Manager Asanza – 30 years ago.

Chairman O’Neill – important to note that the taxpayers are paying \$282,985 and not the entire amount of the project.

Councilor Tousignant – would like to see it opened earlier and later in the seasons. There is more demand earlier and later in the season. Would like to see an enclosure in the off season to make it practical to heat while it is open in the colder months.

Neil Weinstein – doesn’t make sense to have insulation and heat in a building without doors – would like to see a second floor –

Motion to award: Councilor Rague

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8665

Discussion with Action: Approve the Resolution between the Town of Old Orchard Beach and the City of Saco for the Interstate 195 and Ocean Park Road improvement project to continue the collaborative work with Maine DOT, pursuing all available potential funding for project implementation.

Chair: Shawn O'Neill

This resolution formally accepts the Final Report on the Interstate 195 and Ocean Park Road Feasibility Study, prepared and presented by Gorrill Palmer at the public workshop on November 17, 2024, and requests MaineDOT to continue to work with the Town of Old Orchard Beach and the City of Saco on available funding opportunities for project implementation.

Neil Weinstein – plan makes no sense to him coming off the spur into Saco – believes the rotary will be worse for the traffic – Councilor Rague – gave a quick overview of the project so far – Chairman O'Neill – the roads in question are state roads and are dictated by the state – Mr. Weinstein gave his opinion on the proposed design and his opinion on what is a better design

Motion to approve: Councilor Rague

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8666

Discussion with Action: Approve the Workers Compensation and Employers Liability Insurance Policy to Apex Insurance Agency effective January 1, 2025, through January 1, 2026, in the amount of \$300,060 from account number 20119-50214 with a balance of \$365,117.80.

Chair: Shawn O'Neill

The Town requested proposals from three insurance companies on the annual workers' compensation policy. The Town received three bids from:

- Apex Insurance Agency: \$300,060
- MMA Risk Management: \$341,719
- Travelers Insurance Agency \$406,982

After reviewing the bids with the Finance and Human Resources Directors, it is recommended that Apex Insurance Agency be awarded the contract as the low bidder effective January 1, 2025, through January 1, 2026.

Councilor Rague – in the insurance business and offered to take a look at the current coverage.

Motion to approve: Councilor Tousignant

Second: Councilor Reid

Vote: 3-0, Councilor Rague abstained

AGENDA ITEM#8667

Discussion with Action: Approve the proposal from Wright Pierce in the amount of \$12,600.00 for the dry well inspections for the damages incurred during the January 2024 storms, as required by FEMA for Public Assistance, from account number 31131-50563 FEMA Disaster Recovery Grant Expenses.

Chair: Shawn O'Neill

The Town is working with Grant Rite Management Corporation to apply for FEMA grant funds due to damages incurred during the January 2024 storms. The Public Works department has identified thirteen dry wells that were damaged during these storms that are included in the Town's claim.

FEMA requires an engineer to inspect these structures and provide recommendations for repairs and/or replacement to include with the application. Wright Pierce has conducted similar work for the Town in the past.

Motion to approve: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

ADJOURNMENT

Chair: Shawn O'Neill

Chairman O'Neill – wish all a safe a happy holiday season. Councilor Reid – staff as well.

Motion to adjourn @: 7:46 pm: Councilor Reid

Second: Councilor Rague

Vote: 4-0

RSU 23 ANNUAL UPDATES:

A Review of Collaborative, Community Projects

December 2024

Presented By:

John Suttie, RSU 23 Superintendent



RSU 23 OLD ORCHARD BEACH SCHOOLS & MUNICIPAL PARTNERSHIP



Safety and Accessibility Upgrades



Personnel & Professional Development



Campus-Wide Recreational Upgrades

Safety and Accessibility Upgrades

Recent Projects:

- Generator Installation to Provide Back-Up Power to the High School, Emergency Shelter & Town Polling Center
 - **Community Partnerships:** RSU 23, 00B Fire Department, & Town Office
- Crossing Guard Shelter Rebuild
 - **Community Partnerships:** OOBHS Industrial Arts Program & OOB Public Works
- Campus Lighting & Striping
 - **Community Partnerships:** RSU 23, Town Clerks Office & Adult Education






Hiring Personnel & Professional Development

- **Community Partnerships:** OOB Police Department, OOB Fire Department & RSU 23
 - Hiring of a new School Resource Officer
 - Professional Development Collaboration with OOB PD and FD



EARLY RELEASE DAY PROFESSIONAL DEVELOPMENT SCHEDULE	
	
DATE : WEDNESDAY, OCTOBER 2	
SCHEDULE 11:40 AM - 12:00 PM PK-5 FACULTY TIME- STANDARD RESPONSE PROTOCOL OVERVIEW (PROTOCOL LINKED)	
WELLNESS BLOCK (INCLUDES TRANSITION TIME & LUNCH) 12:00-1:45 PM - WELLNESS ACTIVITIES RUN FROM 12:30-1:15PM	
<ul style="list-style-type: none"> • CARDIO KICKBOXING - EVOLUTION ATHLETIX GYM • RUN, WALK, JOG - RSU 23 TRACK • PERSONALIZED FITNESS - OOBHS WEIGHT & CARDIO ROOMS • PORTLAND POWER YOGA - JES GYMNASIUM • FALL MANDALA ART MAKING - JES ART ROOM • CHAIR MASSAGE (SIGN-UP REQUIRED & LINKED) OOBHS LIBRARY • RELAXATION ROOM - JES ROOM 10 • OLYMPICS TRAINING CAMP - LMS GYM 	
1:45-2:25 PM	HEALTH & SAFETY SESSION 1
<ol style="list-style-type: none"> 1. EMERGENCY PREPAREDNESS 101-YORK COUNTY EMA (HS LIBRARY) 2. STOP THE BLEED - OOB FIRE DEPARTMENT (HS CAFETERIA) 3. FIRE EXTINGUISHER 101 - OOB FIRE DEPARTMENT (HS STUDENT & STAFF PARKING) LOT) 4. AED BASICS - RSU 23 SCHOOL HEALTH TEAM (HS ROOM 108) 5. ACUTE EMERGENCY CARE (ANAPHYLAXIS, DIABETES & SEIZURES)-RSU 23 SCHOOL HEALTH TEAM (HS ROOM 106) 6. SUICIDE AWARENESS & PREVENTION - (HS ROOM 204) 7. INTERNET SAFETY & SOCIAL MEDIA AWARENESS (HS ROOM 202) 	
2:35-3:15 PM	HEALTH & SAFETY SESSION 2
<ol style="list-style-type: none"> 1. EMERGENCY PREPAREDNESS 101-YORK COUNTY EMA (HS LIBRARY) 2. STOP THE BLEED - OOB FIRE DEPARTMENT (HS CAFETERIA) 3. FIRE EXTINGUISHER 101 - OOB FIRE DEPARTMENT (HS STUDENT & STAFF PARKING) LOT) 4. AED BASICS - RSU 23 SCHOOL HEALTH TEAM (HS ROOM 108) 5. ACUTE EMERGENCY CARE (ANAPHYLAXIS, DIABETES, & SEIZURES)-RSU 23 SCHOOL HEALTH TEAM (HS ROOM 106) 6. SUICIDE AWARENESS & PREVENTION - (HS ROOM 204) 7. INTERNET SAFETY & SOCIAL MEDIA AWARENESS- (HS ROOM 202) 	
3:25-3:45 PM GRADES 6-12 FACULTY TIME- STANDARD RESPONSE PROTOCOL OVERVIEW (PROTOCOL LINKED)	
NOTES: *All staff must sign-up for Health & Safety Sessions 1 & 2 (Sign-up Linked) **	



Campus-Wide Recreational Upgrades

- **Community Partnerships:** RSU 23 & 00B Parks & Recreation
- RSU 23 Track Complex Rebuild (Track & Fencing)
- Pickleball & Tennis Courts



● Major School Construction- An Exciting Opportunity For Old Orchard Beach On the Horizon

- Major School Construction Project
- Applications due 8/30/24
- Department of Education Site Visit 12/19/24
- DOE Construction Priority List Published in Fall of 2025
 - Option 1
 - Consolidate and replace Jameson and Loranger to create a single school to house grades Pre-K through 8. The high school would remain but be renovated and expanded to meet the current needs. District offices would be incorporated into construction.
 - Option 2
 - Consolidate and replace Jameson, Loranger and the High school to create a single Pre-K through 12 school. District offices would be incorporated into construction.



Old Orchard Beach
MAINE





Questions?

