



**Town of Old Orchard Beach**  
*Office of the Town Manager*

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[www.oobmaine.com/town-council](http://www.oobmaine.com/town-council)

# **Regular Town Council Meeting Minutes**

*February 4th, 2025*

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 19 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 2/4/2025.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	2/18/2025

Respectfully  
Submitted,

Tim Fleury  
*Town Council*  
*Secretary*



## Town Council - Meeting Agenda

**February 4<sup>th</sup>, 2025 @ 6:30pm**  
**Council Chambers - 1 Portland Avenue**

*[www.oobmaine.com/town-council](http://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](http://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:**

Chief Elise Chard – swearing in of Anthony Ciampi

### **GOOD & WELFARE:**

## **PRESENTATION:**

Brent Bridges, Woodard and Curran, Veteran's Park Project update.

Mr. Bridges gave an update on the status of the Veteran's Memorial Park upgrades and the items modified to bring the project in line with the budget.

Councilor Tousignant – flagpole donated by American Legion, staying or being moved? – Brent Bridges – all flag poles moved – Councilor Tousignant – how does this set up for future events in park, Scottish Festival, Car Show etc.? – Brent Bridges – yes, electrical added to continue events – Larry Mead – chair of committee – electrical upgrades designed to enhance events in the park – Councilor Tousignant – would like to see American Legion pole removed carefully to be reused – Brent Bridges – new power panel on gazebo. – Chairman O'Neill – current gazebo donated by Rotary Club – support from Rotary Club to redo/redesign gazebo – Larry Mead – original design included a new gazebo – upgraded existing gazebo with Rotary support – Chairman O'Neill – went to last park committee meeting – good compromises made to get the park in budget with the committee and engineering firm – Larry Mead asked George Kerr to comment on lighting – GK – solicited donations to add lights, 5 lights committed so far – committee feels events are part of community and added upgraded electrical to continue those events – appreciates Council support from day one – Councilor Rague – start time? – Brent Bridges – close to finish by 4<sup>th</sup> of July – working schedule around events in park. – Councilor Tousignant – more lighting in park with new design? – Larry Mead – yes, new lighting to add light to reduce issues in park – lights added last year will stay in, new lighting is more pedestrian friendly – 14 ft at tops of lights – Councilor Tousignant – existing lights don't broadcast enough to light areas of park – would like to see more light in the park to take care of those areas – lights on back of library need to be brighter to deter issues –

hoodlums – concerned that there is not enough background lighting – GK – lights added are for aesthetics to clean up front area to get rid of issue there but agree more lights are needed out back – not in original scope of project – Councilor Tousignant – not here to criticize the design or anyone but would like to add more lights to deter issues – lights along back fence facing into park would be desirable, think about adding conduit now while park is being worked on –

**ACCEPTANCE OF MINUTES:**

**Accept the minutes of the 1/21/2025 Regular Town Council meeting.**

**Motion to accept: Councilor Reid**

**Second: Councilor Rague**

**Vote: 4-0**

Chair: Shawn O’Neill

**PUBLIC HEARING – ORDINANCE AMENDMENTS:**

Shall the Town amend the Code of Ordinances, Chapter 58, Utilities, Section 58-58, Reimbursement of costs to residents, by changing the total septic reimbursement from \$250 to \$325.

Chair: Shawn O’Neill

This was brought to the Town Manager’s attention because the average cost for annual septic maintenance has gone up to \$325.00, and the current ordinance caps the reimbursement at \$250.00. This ordinance change would

bring the reimbursement costs up to the current amount charged. The last time the ordinance was updated was in 2007.

**Chair O'Neill opened the hearing at: 7:15 pm**

Councilor Tousignant - \$325? - Town Manager Asanza - average cost

**Chair O'Neill closed the hearing at: 7:15 pm**

**PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:**

James and Sandra Fitzsimmons, (311-11-5), 48 Wesley Avenue, one (1) year-round short-term rental.

Leanai LLC, Whitney Ryan, (304-7-8), 6 East Grand Avenue, one (1) year-round rental.

Chair: Shawn O’Neill

**Chair O’Neill opened the hearing at: 7:16 pm**

**Motion to approve: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**

**Chair O’Neill closed the hearing at: 7:16 pm**

**PUBLIC HEARING – SPECIAL AMUSEMENT PERMITS & APPROVALS:**

Dominator Golf LLC, Domenic Pugliares, Dunegrass Golf Club, (105A-1-200), 65 Wild Dunes Way, weddings and private events, inside and outside, Sunday through Saturday, 4:00 pm to 10:00 pm (no change).

Chair: Shawn O’Neill

**Chair O’Neill opened the hearing at: 7:16 pm**

**Motion to approve: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

**Chair O’Neill closed the hearing at: 7:17 pm**

## **TOWN MANAGER REPORT**

Councilor Tousignant – expressed his concerns on the timeline of the West Grand comfort station upgrades.



**NEW BUSINESS:**

**AGENDA ITEM #8690**

**Discussion with Action:** Re-appoint Gary Luca as a regular member of the Design Review Committee, term to expire 12/31/2026.

Chair: Shawn O'Neill

**Motion to approve: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

**AGENDA ITEM #8691**

**Discussion with Action:** Appoint Marc Guimont as a regular member of the Comprehensive Plan Committee, term to expire 12/31/2027.

Chair: Shawn O'Neill

**Motion to approve: Councilor Reid**

**Second: Councilor Tousignant**

**Vote: 4-0**

**AGENDA ITEM #8692**

**Discussion with Action:** Appoint George Kerr as a regular member of the Comprehensive Plan Committee, term to expire 12/31/2025.

Chair: Shawn O'Neill

**Motion to approve: Councilor Reid**

**Second: Councilor Rague**

Councilor Rague – question on the term expiration date – Kim McLaughlin – explained term policy

Councilor Tousignant – comp plan completion date? – Town Manager Asanza – end of 2025

**Vote: 4-0**

**AGENDA ITEM #8693**

**Discussion with Action:** Approve the Pole Permit for Central Maine Power to place a pole on West Grand Avenue, 26' northeasterly of Bay Avenue.

Chair: Shawn O'Neill

**Motion to approve: Councilor Reid**

**Second: Councilor Rague**

**Vote: 4-0**

## **AGENDA ITEM #8694**

**Discussion with Action:** Amend the Parking Permit Policy to reflect the change from May 1st to the Friday before Memorial Day, to match the ordinance amended 9/3/2024; Chapter 54, Traffic and Vehicles, Section 114, Milliken Street Parking Lot; Section 115, Memorial Park Parking Lot; Section 142, Parking at expired meters and overtime parking; Section 160, Motorcycles; and Section 187, Restrictions and prohibitions, Town Hall.

Chair: Shawn O'Neill

This is a housecleaning item where the Parking Permit Policy is being changed to reflect the ordinance changes that were previously approved by Council September 3, 2024. The dates were changed from May 1<sup>st</sup> to the Friday before Memorial Day.

**Motion to approve: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

## AGENDA ITEM #8695

**Discussion with Action:** Approve a line item transfer of \$62,600 from 20197-50395 Debt Service Interest Expense with a balance of \$636,305.25 to account 20197-50330 Lease Purchase Debt Service with a balance of \$20,085.53

Chair: Shawn O'Neill

This item is being requested to fund the Public Works lease purchase agreement for the street sweeper replacement. Council asked the Town Manager and Public Works Director to research several options to ensure the most cost-effective option for the Town:

1. The standard lease purchase agreement - \$62,600 annually
2. 5-year lease agreement (turn equipment back in after 5 years) - \$76,611 annually
3. Outsourcing the Town's street sweeping responsibilities - based on the Town's needs third party contractors would not bid, because they could not meet the Town's street sweeping schedule successfully.

The lease purchase agreement at 5.19% with annual payments of \$62,600 is the best option for the Town. The following two agenda items relate to the purchase of the street sweeper.

**Motion to approve: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

## **AGENDA ITEM #8696**

**Discussion with Action:** Shall the Council approve Order # 2025-1, entitled, "Order to Authorize Lease Purchase of One (1) New Street Sweeper in the Principal Amount of \$283,500".

Chair: Shawn O'Neill

All leases over \$100,000 require bond counsel legal opinion in order for it to meet the tax-exempt qualifications, which requires a Council Order.

**Motion to approve: Councilor Tousignant**

**Second: Councilor Reid**

**Vote: 4-0**

## **AGENDA ITEM #8697**

**Discussion with Action:** Approve the quote from Allied Equipment, LLC for the purchase of a new 2025 Global M3 High Performance Mechanical Street Sweeper in the amount of \$283,500.00 to be funded by a tax-exempt lease purchase agreement through Androscoggin Bank, at 5.19% with annual payments for five (5) years in the amount of \$62,600.00 from account number 20197-50330 Lease Purchase Debt Service with a balance of \$82,685.53.

Chair: Shawn O'Neill

The Public Works department's street sweeper is not operational and needs \$70,000 in repairs. After reaching out to vendors, we received pricing on a street sweeper that met the Town's specification, is available now and will take the old street sweeper as a trade. Public Works will have the new street sweeper ahead of the spring clean up schedule.

**Motion to approve: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**



**AGENDA ITEM #8698**

**Discussion with Action:** Approve the proposal from Woodard & Curran for Value Engineering, Construction Inspection and Administration services for the Veteran's Memorial Park Improvements Project for a total amount not to exceed \$55,000 from the following accounts: \$4,500.00 from account number 20152-50300 Veterans Memorial Park Professional Engineering with a balance of \$4,500.00, and \$50,500 from account number 50002-50812 CIP Memorial Park Improvements with a balance of \$854,125.44.

Chair: Shawn O'Neill

The Town has been using Woodard and Curran for design and engineering services for the Veteran's Memorial Park improvements project and would like for them to continue overseeing the construction administration of the park.

**Motion to approve: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

## AGENDA ITEM #8699

**Discussion with Action:** Approve the bid from RJ Grondin and Sons, Gorham, ME for the Veteran's Memorial Park Improvements for a total amount not to exceed \$1,100,000.00 from account number 50002-50812 CIP – Memorial Park Improvements with a balance of \$854,125.44, and the balance of \$296,374.56 to be appropriated in the FY 26 CIP - Memorial Park Improvements account number 50002-50812

Chair: Shawn O'Neill

The Town sought bids for the Veteran's Memorial Park Improvements project. One (1) bid was received from R.J. Grondin and Sons of Gorham and evaluated. The quoted price came in above the budgeted amount, and Woodard and Curran, the engineers for this project, have been working with the bidder on bid reduction options. These options were discussed earlier in the presentation and presented to the Memorial Park Committee last week. The Town Council and the Park Committee have been working on get this project to this point for over 5 years.

The Council discussed adding the light budget back into the project to add lights now – Councilor Tousignant asked GK if he would be approachable to adding the rear lights based on fund raising efforts – Councilor Tousignant – feels there's a need for lighting on the pathways regardless – GK – is good with raising funds regardless for the Town to expend as needed – Chairman O'Neill – new FY26 appropriation would be \$377,174.56 if \$80,800 for lighting was added back in –

**Motion to approve amended amounts of \$1,180,800.00 and \$377,174.56:**

**Councilor Tousignant**

**Second: Councilor Reid**

**Vote: 4-0**

**Motion to approve as written: Councilor Tousignant**

**Second: Councilor Reid**

**Vote: 4-0**

**ADJOURNMENT**

Chair: Shawn O'Neill

**Motion to adjourn @ 7:47 pm: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**