



**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 18th, 2025*

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 15 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 2/18/2025.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	3/4/2025

Respectfully  
Submitted,

Tim Fleury  
*Town Council*  
*Secretary*



## Town Council - Meeting Agenda

**Tuesday, February 18<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 members were present:**

**Kenny Blow, Vice Chairman**

**Diana Asanza, Town Manager**

**Tim Fleury, Town Council Secretary**

**V. Louise Reid, Councilor**

**Connor Rague, Councilor**

**Michael Tousignant, Councilor**

**Chairman O'Neill had an excused absence**

### **ACKNOWLEDGEMENTS:**

**Councilor Rague** - read an acknowledgement for Jerome Plante

### **GOOD & WELFARE:**

### **PRESENTATION:**

**ACCEPTANCE OF MINUTES:**

**Accept the minutes of the 2/4/2025 Regular Town Council Meeting.**

Chair: Shawn O'Neill

**Motion to accept: Councilor Rague**

**Second: Councilor Reid**

**Vote:4-0**

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

Odena Nominee Trust, Mohammad Hakim, (316-3-2), 3 Odena Avenue, one (1) year-round short-term rental.

Reno's Righteous Rentals, Heather Lind, (315-13-13-2), 8 Seaview Avenue Unit 8, one (1) year-round short-term rental.

Irfan Chand, (211-1-14-2, 211-1-14-4), 57 Old Salt Road Units 2 and 4, two (2) year-round rentals.

Brian Zhang, (210-1-20-44), 39 Smithwheel Road Unit 44, one (1) year-round rental.

Jennifer Lowey, (107-2-4), 63 Smithwheel Road, one (1) year-round short-term rental.

Bobcat Peak Properties, Janis Glazer and Keely Stockman, (304-6-2-103), 72 East Grand Avenue Unit 103, one (1) year-round short-term rental.

Amanda Fournier, (208-1-9-16), 7 Trinity Way, one (1) year-round short-term rental.

Chair: Shawn O'Neill

**Vice Chairman Blow opened the hearing at 6:33pm**

**Motion to accept: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**

**Vice Chairman Blow closed the hearing at 6:35pm**

# TOWN MANAGER REPORT

**NEW BUSINESS:**

**AGENDA ITEM #8700**

**Discussion with Action: Discussion with Action:** Amend the Remote Participation Policy adopted July 20<sup>th</sup>, 2021, to include all Boards, Commissions, Committees and sub-committees.

Chair: Shawn O'Neill

This amendment allows all boards to participate remotely, ensuring a quorum can be met and preventing the need to cancel meetings.

**Motion to accept: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

## **AGENDA ITEM #8701**

**Discussion with Action:** Appoint George Kerr as a regular member of the Comprehensive Plan Committee, term to expire 12/31/2025; appoint George Kerr as the Business Member to the Business License Administrative Board, term to expire 12/31/2026.

Chair: Shawn O'Neill

**Motion to accept: Councilor Reid**  
**Second: Councilor Tousignant**  
**Vote: 4-0**

**AGENDA ITEM #8702**

**Discussion with Action:** Appoint Arius Caron as a Deputy Code Enforcement Officer, Deputy Plumbing Inspector, and Deputy Electrical Inspector, term to expire 07/01/2025.

Chair: Shawn O'Neill

**Motion to accept: Councilor Tousignant**

**Second: Councilor Reid**

**Vote: 4-0**

**Kim McLaughlin, Town Clerk, swore in Arius Caron.**



## **AGENDA ITEM #8703**

**Discussion with Action:** Approve the quote from Mansur Construction for the demolition and removal of the Ballpark press boxes in the amount of \$11,000 from account #51002-50911, CIP Ballpark Improvements/Repairs with a balance of \$481,391.87.

Chair: Shawn O'Neill

The Recreation Department has been actively searching for a contractor to complete the project within the budget. They had one reply from Mansur Construction but the contractor was unavailable at the time. However, that changed, and the contractor contacted the Rec Department and informed them of their availability to complete the work. This project is part of the FY 25 CIP budget.

**Motion to accept: Councilor Rague**

**Second: Councilor Tousignant**

**Vote: 4-0**

**AGENDA ITEM #8704**

**Discussion with Action:** Award the Ballpark Paving Project to Thyng Paving in the amount of \$191,475.00, from account #51002-50911, CIP Ballpark Improvements/Repairs with a balance of \$481,391.87.

Chair: Shawn O'Neill

The Town went out to bid for the Ballpark paving project which was approved as part of the FY 24 and FY 25 capital budget. Three bids were received and after review of each Thyng paving was low bid. The estimated start of the project will be May 5<sup>th</sup> weather dependent and be completed in two weeks.

**Motion to accept: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**

## AGENDA ITEM #8705

**Discussion with Action:** Approve the quote from AR Control Serices LLC for the removal and replacement of two (2) flapper gates and one (1) canal gate on the tide gate in the amount of \$72,867 with \$70,000 from account #53002-50929 CIP Wastewater Repairs with a balance of \$70,000 and \$2,867 from account #20161-50501 Wastewater Operating Supplies/Equipment with a balance of \$21,745.17.

Chair: Shawn O'Neill

This project was approved as part of the FY 25 capital budget. The Tide Gate flappers were installed around 2010 and all three flappers are worn 3-6 "at the bottom and no longer provide a positive seal.

**Motion to accept: Councilor Reid**

**Second: Councilor Rague**

**Vote: 4-0**

Councilor Tousignant – Is the road completed? Town Manager Asanza – yes  
Councilor Tousignant time frame? Town Manager Asanza – need permits to work in tidal waters. Councilor Tousignant – concern on timeframe if in middle of summer.

**AGENDA ITEM #8706**

**Discussion with Action:** Approve the quote from Allied Equipment, LLC for Armor Edge Carbide blades and arm wing bottom in the amount of \$6,049.36 from account # 20151-50452 Public Works Operating Equipment with a balance of \$99,477.41.

Chair: Shawn O'Neill

This purchase is part of the Public Works FY 25 operating budget, and it is to replace 9 plow blades and 3 arm wing bottoms for plow trucks.

**Motion to accept: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**

## **AGENDA ITEM #8707**

**Discussion with Action:** Award the Personal Property Revaluation RFP to Real Estates Consultants, Inc. (RRC) for the personal property revaluation in the amount of \$27,625 from account #20106-50300, Assessing Professional Engineering/Services with a balance of \$34,700.00.

Chair: Shawn O'Neill

This is part of the FY 25 operating budget. An RFP was issued for personal property revaluation on all business and commercial personal properties. Two bids were received from Real Estate Consultants and KRT Appraisal. Low bid is recommended to Real Estate Consultants at \$27,625.00.

**Motion to accept: Councilor Tousignant**

**Second: Councilor Reid**

**Vote: 4-0**

Councilor Rague – How often do we reassess these? Karen Fortier – every year businesses fill out evaluations and send in to assessing – never been done before – affords transparency and sets a good baseline – RRC bring expertise and professionalism – Councilor Tousignant – how much do we collect roughly every year? – How much do we take in every year based on what we're spending on this? – Karen Fortier approximately \$180,000 every year – not for owners of park models and travel trailers, only campgrounds that own travel trailer and park models and rent them out – anything that is not real estate that is used for business – Vice Chair Blow – assigning value for items not reported? – Karen Fortier – onsite inspections on items used for business – Vice Chair Blow – what if businesses don't allow assessors on property? – Karen Fortier – use expertise and experience to estimate based on business – Councilor Rague – is it beneficial for businesses to let assessors in – Karen Fortier – allows fair and equitable assessment – Councilor Rague -appeal process? – Karen Fortier – only if assessors or contractors are allowed on property

## **AGENDA ITEM #8708**

**Discussion with Action:** Approve the quote from Isimulate, LLC for the purchase of an Atlas ALS Simulation Manikin in the amount of \$18,585.00 funded by the EMA Stabilization Grant award account number 30195-50329 with a balance of \$42,943.38

Chair: Shawn O'Neill

The purchase of the ALS simulation adult manikin is funded by the EMS Stabilization Grant the Fire Department received. This is replacing a 10-year-old manikin where the repair costs were substantial, and grant funds were available for this purpose.

**Motion to accept: Councilor Tousignant**

**Second: Councilor Reid**

**Vote: 4-0**

**AGENDA ITEM #8709**

**Discussion with Action:** Approve the quote from Fire Tech and Safety of NE, Inc., for the purchase of a Super Vac Positive Pressure Ventilation Fan in the amount of \$5,858.00 from account number 20138-50501 Fire Department Operating Supplies/Equipment with a balance of \$16,426.47.

Chair: Shawn O'Neill

This is part of the Fire Department FY 25 operating budget.

**Motion to accept: Councilor Reid**

**Second: Councilor Rague**

**Vote: 4-0**

**ADJOURNMENT**

Chair: Shawn O'Neill

**Motion to adjourn at 6:55pm: Councilor Rague**

**Second: Councilor Reid**

**Vote: 4-0**