

**TOWN COUNCIL BUDGET WORKSHOP  
Old Orchard Beach High School  
Achievement Center  
Tuesday, April 27, 2010**

**A Town Council Workshop of the Old Orchard Beach Town Council was held on Tuesday, April 27, 2010 at the Old Orchard Beach High School Achievement Center. The Chair opened the workshop at 7:10 p.m.**

**The following were in attendance:**

**Chair Sharri MacDonald  
Councilor Robin Dayton  
Councilor Laura Bolduc  
Town Manager Jack Turcotte  
Assistant Town Manager V. Louise Reid  
Public Works Director Bill Robertson  
Andrea Berlin, Conservation Chair  
Finance Director Jill Eastman**

**Absent:                   Councilor Shawn O'Neill  
                              Vice Chair Michael Tousignant**

**The following budget considerations are being addressed this evening:**

**20101 – Town Council  
20102 – Manager/Administration  
20103 – Legal Services  
20115 – Town Hall Maintenance  
  
20173 - Conservation Commission  
  
20151 – Public Works  
20163 – Solid Waste  
20164 – Comfort Station**

**The Town of Old Orchard Beach has a Council-Manager form of government since 1950. The Town Manager is the Chief Executive Officer of the Town and is accountable to the Town Council.**

**The Town Manager updated the Council on the RSU budget issue that was raised at the last workshop. There was discussion also on the impact of finding an additional \$600,000 dollars. It was recommended that new budget sheets be presented showing the reflection of this finding. Councilor Dayton reminded the Council it is \$400,000 dollars this year, FY2010 real dollars that already exist because that is what the**

citizens were taxed on; it is the \$600,000 dollars in the FY2011 budget that we are about to be taxed on if the number is not corrected. She asked that given the revelation what is the plan to make the FY2011 budget reflect the actual budget numbers the RSU has projected? She asked what is the overall impact of finding an additional \$600,000 dollars? Councilor Dayton also asked when we would get the final FY10 numbers versus what is in the budget and the Finance Director indicated it would be at the time of the Audit which is September or October. One of the other areas discussed was the Advertising budget which was felt it could be reduced if the charter is changed in the policy about posting and advertising agendas.

Regarding the Town Council budget the recommendation to reduce the Charter Commission by \$15,000 was discussed. In addition move the SMRPC membership dues of \$2,968 to the Planning Department where it really belongs. Discussion on the Annual report included the \$4,000 which had been appropriated when it actually cost \$2,469.40. The Assistant Town Manager indicated she has one more year on that bid from Xpress.

Councilor Bolduc suggested that the second position in the Manager's office (which at this time is the Assistant Town Manager) be reduced to a part time position. The Town Manager indicated that he could not function without an individual serving as the second individual in the office.

In the discussion of legal funding, Councilor Bolduc again indicated that she has suggested several times that we go out to bid for legal services. There was discussion from Neal Weinstein who was in the audience regarding our present legal counsel to which the Town Manager recommended that conversation be tempered. Councilor Bolduc asked for a breakdown by category of the current years legal bills. This should be provided at the next meeting.

During the discussion of Town Hall maintenance the question was raised if it was necessary to have a full time position in the maintenance area. Again the Town Manager indicated that in his past experience sourcing this out has not been the best way to go and that upkeep of the building and the perception of order for the public are vital.

In the discussion of the Conservation Commission it was noted that there is a working relationship between the Conservation Commission and the Public Works Department and that there are ongoing discussions for Public Works to take over some areas of care of Memorial Park.

The Public Works Director gave a report on the status of streets, sidewalks, parking lots, sewers and stormwater, parks, green space and beaches, transfer station, solid waste and recycling, fleet and facility management and contract construction work and technical support. There was a report on the status of projects with PACTS (Portland Area Comprehensive Transportation Committee.) The winter maintenance program consumes almost half of the Public Works operating budget.

Fortunately this was not a bad winter, however the storm flooding this spring has been expensive in manpower and funding. FEMA reimbursements have been helpful and tracking and documenting information is of importance.

During the evening there was discussion on parks, beaches and the restrooms. A plan for as little overtime as possible was also discussed. Parks, the organized park areas have been transferred back to the Department of Public Works and a strategic plan is being developed. In the past and continuing is close coordination with the Conservation Commission. We have integrated our maintenance operations with the mowing/lawn care coming to DPW and will now include garden/flower beds/tree pruning and planting. DPW will continue to cover any extensive vandalism, parking lot and restroom maintenance, management of the trash barrels, and park benches.

Recommendation as made to separate Standby out of the Overtime Wages. This will change the budget numbers by adding \$22,000 to Standby and Reducing overtime by \$22,000 with no actual change in the bottom line. There was discussion on fencing of the dunes and the Public Works Director was asked to come up with reductions to have a 0% increase. It was also indicated that the Council would prefer to have the Comfort Station combined with the Public Works budget. Some discussion continued on Extreme Clean's contract.

Questions were asked about how many vehicles were had by the Public Works Department to which the Public Works Director indicated there is a pickup with plow and sander, one-ton dump truck with plow and sander; pickup with plow and sander, 6 yd. dump with plow and sander; large dump with plow and sander, large dump with plow and sander, 16 yd. dump with plow and sander and a one-ton dump truck with plow and sander. He also indicated that the plow eleven routes. There are some specialty trucks including 18 yd. dump only, no plow and sander, used to haul snow, debris, etc.; vac truck (cleans sewer lines); crew cab pickup for sewer work, has sewer tools, parts, etc.; flatbed with brine tank in winter, haul materials during summer; 6 yd dump truck with plow and sander, backup for breakdowns; ½ ton pickup used for sign replacement, has sign parts, tool, etc.; salvage truck.

The Town Manager indicated that there were ongoing discussions related to the MERC contract and solid waste. Again the issue of salary increases for those in the Union was raised. The Pay as you Throw concept for trash pick up was discussed at length. In addition the costs related to engineering and Wright Pierce was also discussed. The importance of permitting and reporting is recognized. The securing and administration of appropriate permits, approvals and reporting from other government agencies such as the Department of Environmental Protection, Inland Fishers and Wildlife, Maine Department of Transportation and Federal Highways are also heavy involvements by the Public Works Director. The Pavement Management Program has continued to evolve over the last four years. Capital projects were discussed but more will be discussed with the Capital budget for the

**Town are discussed in May. The need for coordination with Federal agencies is strongly supported by the FEMA funding which came back during the recent flooding.**

**Discussion on the town hall building maintenance it was noted that the building needs painting or siding and the need to consider this cost in budget preparation.**

**The Town Council Budget Workshop ended at 9:10 p.m.**

**Respectfully Submitted,**

**V. Louise Reid  
Town Council Secretary**

**I, V. Louise Reid, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of four (4) is a true copy of the original Minutes of the Town Council Workshop of April 27, 2010.  
V. Louise Reid**