

**TOWN OF OLD ORCHARD BEACH  
TOWN COUNCIL WORKSHOP  
Town Council Chamber**

**Tuesday, July 28, 2009  
7:00 p.m.**

**A Town Council Workshop was held on Tuesday, July 28, 2009 at 7:00 p.m. at Town Hall to discuss 1) PETS Committee; 2) Rescue Billing Policy and Police Station Building Update.**

**Present:**

- Chair Sharri MacDonald**
- Vice Chair Robin Dayton**
- Councilor Mike Tousignant**
- Councilor Shawn O'Neill**
- Town Manager Steve Gunty**
- Assistant Town Manager V. Louise Reid**
- Chief Dana Kelley**
- Animal Control Officer William Watson**
- Chief John Glass**
- Deputy Chief Keith Babin**
- Lt. Timothy Deluca**

**Also in attendance were members of the PETS Committee and individuals representing the Felines Program in Old Orchard Beach including Arlene Dolgon, Charles Jenkins, Pat Holland, Mary Dolan, Bruce Savoy, Nancy Tate, Cheryl Gendell, Roxanne Frenette, and others.**

**The purpose of the first part of the Workshop was to consider the opportunity for the PETS Committee and others to work with the Animal Control Officer in the continued desire to give the best possible care to our PETS community. The general consensus of the discussion was that there was a need for perhaps a different structure to provide the communication ties that are necessary for the continued success of any program. Comments were made and encouragement given to the care of felines and the lack of that type of program support at this point. Everyone agreed that all animals should be the concern of each member of the Committee and plans and procedures set up to assure that proper actions are taken. The decision was made that Chief Kelley would tour the Kennel to determine the work that needs to be done to bring this up to the best possible appearance level as well as the inside kennel requirements for the animals. The PETS Committee stated several times that they want to support the work at the Kennel but not take operational responsibility for it – it is the responsibility of the Animal Control Officer. The question of the access to the kennel is something to be addressed by Chief Kelley with the main consideration being the protection of not only the animals but those who enter the kennel itself in the care of the animals. The question of the mowing and the need for a fence and other physical requirements will also be addressed by the Chief of Police and the Animal Control Officer. Several times appreciation was expressed by those attending for the care that is given to animals that are at the kennel as a result of either being picked up or having strayed from their owners. The enormous need of the feline population in Old Orchard was stressed several times and the financial obligation**

that comes with this as well needs to be a consideration. The question of the job description of the Animal Control Officer was addressed and it is quite evident in the Charter that this is a personnel issue under the authority of the Administration. There was discussion on funding issues which was felt needed to be addressed. The Chair expressed to all who attended her appreciation for the obvious desire to work together in the care and keeping of our canine and feline (and other) friends. A follow up meeting will be held when some of the structure is determined and plans put into the works.

The second part of the Workshop was to consider the Rescue Billing Policy and also discuss plans for the referendum item on the building of a new Police Facility. It appears there was a rescue billing reserve fund set up sometime in the 1980's but we could not find any record as to how it was administered. The policy, first adopted in 1997, suggests that the Rescue Reserve Fund was already in existence at the time. One of the concerns expressed between the Council members was the issue that in the past several years money from the rescue fund has been used for other areas which were not covered by the policy and the policy needs to be brought to current agreement which will be on the August 4<sup>th</sup> agenda. One of the changes would include the fact that funds deposited in the Rescue Billing Fund after August 4, 2009 and any interest and earnings thereon may also be used for the funding of the construction of a new public safety facility. The question was also discussed whether the funding should come from here or should it be through general obligation bonds. As far as what is presently in the account, according to the Finance Director, as of June 30, 2009 there is approximately \$302,076.52 in the account.

The next part of the Workshop was a presentation by Chief Kelly on the new building layout and plans for the various areas of the new building learning from our past shortcomings. The question of why this did not go out to bid was referenced with the fact the working with John Charette of Port City Architecture, this is the company that we used back several years ago when there was discussion of the possibility of renovating the current public safety building. John Chartett at comes to a previous Council meeting and made a presentation at that time. Chief Kelley indicated that he and Deputy Chief Babin had gone and met with the Falmouth Police Chief and discussed his new building and he informed us that they had worked with Port City so we decided to have a discussion with them as well. Looking at the Falmouth Police Department it was thought that we could work off the blue prints provided a few years ago and cut down on some of the costs involved with having these done over by someone else and going out to bid. It should also be noted that Port City is building the Sanford Police Department which are some of the newest ones being built in Southern Maine.

In discussion about the plans for the new building the Chief explained that safety and privacy issues were of great concern and were addressed in the plans that were presented. There are interview rooms which will provide privacy for all those concerned and office space for staff. Questions were raised on the need for updates to the Fire Department as well and it was agreed that funding will need to be considered in this area as well. Discussion of the dispatch operations remaining in the old public safety building were addressed and again financial implications were the basis for this decision. It was recommended by Council that more physical contact with people coming to the Police Department would enhance the image of the department. Again, that needs to be balanced with the safety issue. A more open window opportunity in the area of the front of the Police Department so that employees are visible and approachable was also a recommendation of the Council.

The Chief distributed a group of designs indicating the various functional rooms within the department. The soft costs for furniture and equipment could be reduced by the use of the

**office equipment and furniture that is already in use at the Sub Station. For the most part the Council was very pleased with the layout of the operation and the work that had been done in the planning. More substantive funding documentation should be available at the August 18<sup>th</sup> meeting of the Council.**

**ADJOURNMENT**

**MOTION: Councilor Tousignant motioned and Councilor Dayton seconded to adjourn.**

**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 three (3) pages is a true copy of the original Minutes of the Town Council Meeting of July 28, 2009.**

**V. Louise Reid**