

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL MEETING
Tuesday, April 2, 2019
TOWN HALL CHAMBERS
6:30 p.m.**

A Town Council Meeting of the Old Orchard Beach Town Council was held on Tuesday, April 2, 2019. Chair Thornton opened the meeting at 6:30 p.m.

The following were in attendance:

Chair Joseph Thornton
Vice Chair Shawn O'Neill
Councilor Kenneth Blow
Councilor Jay Kelley
Town Manager Larry Mead

Absent: Councilor Michael Tousignant
Assistant Town Manager V. Louise Reid (Minutes taken via On Line)

ACCEPTANCE OF MINUTES: Town Council Minutes of March 19, 2019.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Accept the Minutes as read.

VOTE: Unanimous.

GOOD AND WELFARE:

Adrian Johnson spoke about a new Spa being opening in Old Orchard providing many health services and indicated pleased to be part of the Old Orchard Beach Community. King Weinstein encouraged the Town to do something about the road and sidewalk conditions in the area of Washington Avenue and Atlantic Avenue. The Town Manager indicated that consideration during the budget process is being given to this and many other areas of our community needing attention in the areas of water drainage, sidewalks and roads.

PUBLIC HEARING BUSINESS LICENSES AND APPROVAL:

CHAIR: I open this Public Hearing at 6:38 p.m.

Cynthia Bossi (318-8-6-22), 146 West Grand Avenue, #22, one seasonal Condo Rental; Judy Reny (107-3-1-K54), 87 Kavanaugh Road, one year round Condo Rental; and Heather Clark (210-2-9), 1 Ryefield Drive, one year round rental.

CHAIR: I close this Public Hearing at 6:39 p.m.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Approve the Business Licenses as read.

VOTE: Unanimous.

PUBLIC HEARING AMUSEMENT PERMITS AND APPROVAL:

CHAIR: I open this Public Hearing at 6:39 p.m.

Portland Avenue Associates/King Weinstein dba/Grand Beach Inn/Number 7 (202-3-5), 198 East Grand Avenue, Acoustic, 1-2 persons, Karaoke – 6:00 p.m. – 9:30 p.m., Inside and Outside; and Jamie LaCasse dab/Sunset Bar & Grill (307-1-6), 4 Fernald Street, Live Music – 2:00 p.m. –10:00 p.m., Inside and Outside.

CHAIR: I close this Public Hearing at 6:39 p.m.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to approve the Amusement Permits as read.

VOTE: Unanimous.

TOWN MANAGER’S REPORT:

The Town Manager gave an update on the Evergreen Avenue project which included sewer, piles, manholes and signage replacement. Wright Pierce has completed design and engineering for replacement of sewer infrastructure for Evergreen Avenue and portions of 11th Street, as well as Fort Hill Ave. The projected estimate of cost is \$700,000. Because of the age and condition of the existing sewer pipe documented by camera inspection these locations were identified through the budget process as priorities for replacement. As part of the request for proposals pricing will also be request for sewer replacement on 8th and 9th Streets as a bid alternate. Staff is requesting that Council authorize the transfer of \$260,000 from the Storm Water capital account to the Sewer capital account. The current balance within the Storm Water account is \$751,790. This work would be done in 2019. He also noted that the Piping Plovers have arrived on the beach and alerted dog owners to take great effort to avoid any issues. He gave an update on the Department of Transportation is addressing the Halfway sidewalk and road issues and except will test during the Memorial Day weekend.

NEW BUSINESS:

7347 Discussion with Action: Amend the Town of Old Orchard Beach Code of Ordinances, Section 54-187, Restrictions and Prohibitions, amending parking on Imperial Street and Seavey Street by designating two-hour parking.

MOTION: Chair Thornton motioned and Councilor Blow seconded to Remove without Prejudice at the request of the Police Chief.

VOTE: Unanimous.

7348 Discussion with Action: Set a Public Hearing date of April 16th, 2019, to Amend the Town of Old Orchard Beach Code of Ordinances, Section 14-6, Animals on Beach, Public Streets and Sidewalks, by removing subsection (b), the prohibition of dogs on Old Orchard Street and the Square.

MOTION: Chair Thornton motioned and Councilor Blow seconded to Remove without Prejudice at the request of the Police Department.

VOTE: Unanimous.

7349 Discussion with Action: Approve the Special Event Permit for Renee Hall to hold a Wedding on the Beach in front of Surf 6, on Saturday, June 1st, 2019. Set-up starts at 6:30 a.m.; wedding from 3-4 p.m.; takedown from 5:30 to 6:30 p.m. Will include acoustic guitar music. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided to the Town at least two weeks prior to the event.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Approve the Special Event Permit as read.

VOTE: Unanimous.

7350 Discussion with Action: Approve the contract for 2020 with Animal Welfare Society Inc., in the amount of \$11,987.36, beginning July 1st, 2019, from Account Number 20131-50310-Service Contracts, subject to final approval of the FY20 Budget.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Approve the contract for 2020 with Animal Welfare Society Inc., in the amount of \$11,987.36, beginning July 1st, 2019, from Account Number 20131-50310-Service Contracts, subject to final approval of the FY20 Budget.

VOTE: Unanimous.

7351 Discussion with Action: Approve the Special Event Permit application for The Salvation Army to hold their 6th annual Freedom 5K Run/Walk on Monday, July 29th, 2019. Race starts at 7:30 a.m. and finished by 9:30 a.m. Race not to block the entrance to the Ballpark. Request to hang a

banner on Saco Avenue two weeks prior to the event. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided to the Town Clerk's Office at least one month prior to the event.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to approve the Special Event Permit as read.

VOTE: Unanimous.

7352 Discussion with Action: Accept the bid from, Watch-Guard for fourteen (14) Watch- Guard Body Cameras, in the amount of \$17,396, from Police CIP Account Number 52002-50909, with a balance of \$19,000.

MOTION: Councilor Kelley motioned and Councilor Blow seconded to Accept the bid from, Watch-Guard for fourteen (14) Watch- Guard Body Cameras, in the amount of \$17,396, from Police CIP Account Number 52002-50909, with a balance of \$19,000.

VOTE: Unanimous.

7353 Discussion with Action: Convey foreclosed property identified as 2 New Colony Dr #14,, Parcel Number 00103-00001-05-14 to owner of record Mary Moran, for the total amount of \$11,626.02 in outstanding taxes and accumulated interest, due on the effective date of conveyance, including FY2015, FY2016, FY2017, FY2018 & FY2019 taxes, including estimated tax amount for 2020, plus any legal costs incurred by the Town of Old Orchard Beach.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Convey foreclosed property identified as 2 New Colony Dr #14,, Parcel Number 00103-00001-05-14 to owner of record Mary Moran, for the total amount of \$11,626.02 in outstanding taxes and accumulated interest, due on the effective date of conveyance, including FY2015, FY2016, FY2017, FY2018 & FY2019 taxes, including estimated tax amount for 2020, plus any legal costs incurred by the Town of Old Orchard Beach.

VOTE: Unanimous.

7354 Discussion with Action: Approve the Liquor License Renewals for Portland Avenue Associates/King Weinstein dba/Grand Beach Inn/Rumorz (202-3-5), 198 East Grand Avenue, m-v-s in a Hotel, Food Optional, Class I-A; Festival Hospitality/King Weinstein dba/America's Best Value/Mt. Royal (307-4-1), 30 West Grand Avenue, m-v in a Hotel (Class I, II, III, IV); Jamie LaCasse dba/Sunset Bar & Grill (307-1-6), 4 Fernald Street - m-v-s in a

Restaurant (Class I, II, III, IV); and Guy Loranger dba/Big Daddy's Bar & Grill (307-3-4), 13 Old Orchard Street, m-v-s in a Restaurant (Class I, II, III, IV).

MOTION: Councilor Kelley motioned and Councilor Blow seconded to Approve License Renewals as read.

VOTE: Unanimous.

7355 Discussion with Action: Approve the Special Event Permit for Chris Crowe to hold a Soccer Tournament on the Beach between Pavia Avenue and Odessa Avenue on Saturday, May 18th, 2019, with a rain date of May 19th, 2019, from 3 p.m. to 8 p.m. Insurance, listing the Town as additionally insured, to be provided to the Town Clerk's Office at least two weeks prior to the event. Town Council approval pending approval from Maine Inland Fisheries and Wildlife, with any conditions that may be required in regards to federally protected piping plovers.

MOTION: Councilor Kelley motioned and Chair Thornton seconded to Approve the Special Event Permit as read.

VOTE: Unanimous.

7356 Discussion with Action: Approve the estimate from Poirier Guidelines for Striping all Town Roadways, including parking stalls, stop bars, etc., from Account Number 20151-50506 – Roadway Maintenance Non-Capital, with a balance of \$31,446.45.

MOTION: Chair Thornton motioned and Councilor Blow seconded to Approve the estimate from Poirier Guidelines for Striping all Town Roadways, including parking stalls, stop bars, etc., from Account Number 20151-50506 – Roadway Maintenance Non-Capital, with a balance of \$31,446.45.

VOTE: Unanimous.

ADJOURNMENT:

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Adjourn the meeting at 6:55 p.m.

VOTE: Unanimous.

A Workshop will follow the Town Council Meeting addressing budget items relative to Police Department and Parking Enforcement.

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 six (6) pages is a copy of the original Minutes of the Town Council Meeting of April 2, 2019.

V. Louise Reid

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL MEETING
Tuesday, April 2, 2019
TOWN HALL CHAMBERS
6:30 p.m.**

A Town Council Workshop of the Old Orchard Beach Town Council was held on Tuesday, April 2, 2019. Chair Thornton opened the meeting following the Town Council meeting.

The following were in attendance:

**Chair Joseph Thornton
Vice Chair Shawn O'Neill
Councilor Kenneth Blow
Councilor Jay Kelley
Town Manager Larry Mead
Chief Dana Kelley
Captain Elise Chard
Captain David Hemingway**

**Absent: Councilor Michael Tousignant
Assistant Town Manager V. Louise Reid (Minutes from Tape)**

The Town Council met this evening to discuss the budget of the Police Department and Parking Enforcement and CIP.

In the discussion of the budget it was noted that the Department Head Salary Expense would change by \$2,640 which is a 3% increase while seasonal Reserves Salary will change by 12% or \$30,000 – noting that the hourly rate will remain the same as FY19. Additional training is required in firearms, cruiser training and bonus for returning Reserves. The Full-Time Employees Expense of .45% or \$6,266 reflects step increased with the Contract expiring 6/30/19.

Part Time Employee Wage Expense increased \$21,450 or 300% where transferred wages from Seasonal Wages and increasing number of hours for clerical receptionist as well as a 3% hourly rate increase. Seasonal Employee Wage Expense decreased 100% or (\$15,000) as a result of transferring wages to part time.

It was noted that the Education Incentive Expense decreased (\$1,000) or (5.13%) whereas the Physical Fitness Incentive Expense decreased (\$5,000) or (57.89%) based on salary. There were no changes in Clothing Allowance, Conference Training Expense or Travel/Food and Lodging Expense.

The Dues/Membership/License Expense increased by \$1,200 or 34.29%; and the Service Contracts Expense increased 3.46% or \$13,500 as a result of Dispatch Contract increase of 3%. The Electricity Expense stayed the same but the cost of Water increased by \$100 or 14.29%. Phone/Cellular and Paging Expense increased by 20% or \$1,600 with the addition of two additional cell phones for a total of ten cell phones and also the addition of NTT phone hardware repair costs.

Networking and Internet Expense increased by \$1,650 or 6.88% which includes the new Spectrum account for the four Police Department camera internet connections at Ocean Park Road, Saco, West Grand Avenue and Ross Road. Heating fuel expense stayed the same and there was a (17.50%) decrease of (\$3,500) based on the request for Building Repair and Maintenance Expense. No increases were requested in Operating Equipment Repair, Vehicle Repair, Tires, Oil, Administrative Office Supplies but there was a decrease in Operating Supplies and Equipment in the amount of (\$350) or (-0.58%). Printing and Copying Expense remained the same.

There was a \$14,000 or 400% increase in Investigation Supplies Expense with the request for new cell phone scanning software. There were no changes in the youth officer Supplies Expense, the Tactical Supplies Expense, the Vehicle Fuel Expense, the K-9 Program and the Animal Impoundment Expense.

The Total Police Department Change was a 2.53% or \$67,056 increase showing the budget amount of \$2,713,019.

Discussion continues on Parking Enforcement.

PARKING ENFORCEMENT

Support Services Division

The support services division is responsible for all functions that support the Patrol and Criminal Investigation Divisions of the Police department. This Division includes the Court Officer, Reserve Officers and Parking Enforcement.

Line Item justifications

20132-50107 Part time Employee Wage Expense _____ \$19,350

This account funds the salary for one part time parking supervisor. Increase due to wage increase.

20132-50108 Seasonal Employee Wage Expense _____ \$52,000

This account funds wages for 12 seasonal parking enforcement personnel. Increase is based on a request to increase the hours and coverage that we currently provide for parking enforcement personnel, and an (8.7%) wage adjustment for all personnel. Wages increased to reflect the recent increase in the minimum wage.

20132-503109 Seasonal Overtime _____ \$1,000
Funds overtime for parking enforcement personnel.

20132-50230 Clothing allowance expense _____ \$750.00

This account funds clothing (hats, jackets, shirts, etc.) for parking enforcement personnel. Increase due to increase in cost of uniform shirts.

20132-50310 Service Contracts Expense _____ **_\$3,150.00**

This account funds our CALE parking pay and display server fees.

20132-50452 Operating Equipment Repair Expense _____ **\$2,500**

This account funds the cost of repairs and parts for parking meters, and CALE Parking Kiosks. Increase requested to cover cost of developing a parts inventory for repair of pay stations.

20132-50500 Admin/Office Supp. /Equip. Non Cap

20132-50501 Operational Supplies/Equip. Non Cap _____ **\$1,000**

This account funds batteries, and other supplies for parking meters, signage needed for Parking meters or Pay & Display kiosk operations.

20132-50502 Printing and copying expense _____ **\$ 4,500**

This account funds the printing of parking tickets, Cale pay station receipt paper, and envelopes needed for sending delinquent parking ticket notices. There is a \$2000 minimum purchase requirement for Cale receipt paper. We typically order, 10,000 parking tickets at a cost of approximately, \$2300.

20132-50510 Vehicle Fuel Expense _____ **\$ 1000**

This account funds fuel for the parking enforcement vehicle.

20132-50530 Bank Fees _____ **\$ 1,000**

This line covers the fee charged by, Biddeford and Saco savings Bank, for the counting of coins from parking meters and pay stations.

Increase to cover cost of additional patrols.

20132-50540 Debit Card Fees _____ **\$28,000**

This account funds the bank fees incurred by the town when someone uses a debit or credit card to pay For parking at one of our CALE Parking Kiosk. Increase based on the amount spent last season and anticipated increases in use this season.

The meeting closed at 8:10 p.m.

Additional comments made including the desire to hire 25 to 30 reserves this year with approximately 25 to 30 hours of training for the reserves. They increased firearms training by 32 hours or \$5,500. The returning Reserves will have 88 hours of Cruiser training and additional training of a cost of \$7,000. The sign in bonus started in FY 19 at about \$11,000. Another important factor discussed is the value of good Reserves enhances the recruitment of full time employees. The process of hiring starts in January and has done well so far.

Physical fitness tests are done twice per year. It was noted by Councilor Blow that there is a concern that with cutting back the Building Maintenance line that the building will not be maintained to the current level. It was assured that good maintenance will continue. The discussion of Cellebrite was discussed – it being an important investigative tool. Officer Jeff Regan is training in this programs which saves the Town \$3,500 in training costs. It was asked if there was an annual fee. Cellebrite is the leading training provider for cell phone forensics training for law enforcement, military, intelligence and private sector practitioners around the world.

Discussion continued about parking tickets and it was noted that there is approximately 10,000 tickets per season. They usually end up voiding approximately 1,400 annually and want to make an effort to decrease the number of voids.

There was a very positive reaction to the training program and the number of Recruits that are being hired. Discussion also involved the purchase of the 2017 pickup truck and the need for a golf cart type vehicle to enhance the pay stations collection. Not good for patrolling. The question was asked how long an electric vehicle would last before needed to be battery attached.

The Workshop ended at 8:15 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) pages is a copy of the original Workshop Minutes of the Town Council Workshop of April 2, 2019.

V. Louise Reid