

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL MEETING
Tuesday, April 3, 2018
TOWN HALL CHAMBERS
6:30 p.m.**

A Town Council Meeting of the Old Orchard Beach Town Council was held on Tuesday, April 3, 2018. Chair Thornton opened the meeting at 6:30 p.m.

The following were in attendance:

Chair Joseph Thornton
Councilor Kenneth Blow
Councilor Jay Kelley
Councilor Michael Tousignant
Town Manager Larry Mead
Assistant Town Manager V. Louise Reid

Absent: Vice Chair Shawn O'Neill

ACKNOWLEDGEMENT:

ASSISTANT TOWN MANAGER: The beautiful pictures behind you this evening are reflective of "The Week of the Young Child." This is an annual celebration hosted by the National Association for the Education of Young Children celebrating early learning, young children, their teachers and families. The purpose of the Week of the Young Child is to focus public attention on the needs of young children and their families and to recognize the early childhood programs and services that meet those needs. First established in 1971, it recognizes that early childhood years (birth through age 8) lay the foundation for the children's success in school and later life. It is a time to plan how we as citizens of a community, of a state, and of a nation will better meet the needs of all young children and their families. It is collaboratively supported by the York County Early Childhood Coalition and many organizations and people concerned with the well-being of our children. By partnering with local businesses we demonstrate collectively our belief that celebration and investment in our young children is important to our present and to the future.

COUNCILOR TOUSIGNANT: Just a reminder of the spring dance supported by the Alumni Association scheduled for Saturday, April 7th; and the Community Dinner at the American Legion scheduled for Sunday, April 8th at 1:00 sponsored by OOB365.

GOOD & WELFARE:

PRESENTATION:

**2018 DR. BILL ECKHART YOUNG
PROFESSIONAL OF THE YEAR AWARD
to
TYLER STEWART – Recreation Department
by Jason Webber – Recreation Director**

It is my pleasure, as Recreation Director of the Town Old Orchard Beach, to honor this very special award recipient. The 2018 Dr. Bill Eckhart Young Professional of the Year is awarded to a person that excels in his place of employment, within his community, and one who positively influences the quality of life for the residents, and is a credible advocate for the youth of OOB. Tyler Stewart was born and raised in Kennebunk Maine. That is where his story starts in Recreation. Tyler volunteered his time as a Kennebunk Youth Football Coach, as well as working in the Teen Center and soon after became a Board Member of the Kennebunk Recreation Board, which he currently holds the position as Chair. February 2013, Tyler came to OOB as a part-time Programmer. It was apparent within a very short time that his value to the Recreation Department had to be in a full-time status. Tyler has played a key role in advancing the growth and overall philosophy of our youth sports. Tyler is always willing to go the extra mile to ensure that each season goes smoothly, with the highest standards in mind. Tyler has created new enrichment programs within our Department; helps coordinate special events; drives our Rec Bus; serves as a Summer Camp Counselor and After-care Supervisor. Tyler's leadership does not stop in our Department. He coordinates the Statewide pitch hit-and-run. He is President of the Southern Maine Sportsmanship Football League; Past- President, and current Board Member of OOB Little League; Scoreboard Operator at the High School basketball games; Volunteer Coach at many levels; Certified Youth Sports Administrator; and currently working on his Certified Parks and Recreation Professional Certification. In the busy environment in which we find ourselves, Tyler has the ability to set realistic timetables to keep projects on track, as well as effectively tracking the progress of these projects. He has a unique ability to appreciate the people around him and collectively listens and gathers input from both sides, which creates an environment that includes everyone. I asked a few people: What does Tyler mean to OOB? Larry Mead: Town Manager said: "Tyler Stewart is a great employee. He has wonderful rapport with program participants of all ages. He steps up whenever asked, doing what is needed, staying positive and getting the job done." Dean Plante said - "Tyler is one of the important bridges between the Recreation Department and Schools. He is a big reason we have such a cooperative relationship." Kids at Gull Care: "Fun, Cool, Coach" were many of the first words they used. Chris Fish: Recreation Parent - "Since coming to OOB Tyler has truly embraced our community. He strives to ensure all of our Recreation programming is inclusive, beneficial and fun for all of the children involved. He goes to enormous lengths to make sure events are well organized and is able to react to issues that do arise with professional competition. He is a huge asset to our community." Recognizing the passion and determination are some of the reasons this award was named after Dr Bill Eckart, I nominated Tyler for having the same passion and professional zeal that carries on the goals of Dr. Eckhart. So we took this opportunity to put together a few slides to highlight some of the traits that Tyler possesses. With all joking aside: Tyler is a talented young man who dedicates himself to his profession and to those he serves, but the greatest attribute is his involvement with the youth of OOB. He not only has the patience, but sets a great example and serves as a mentor for many of them. Please join me in congratulation as we present the 2018 Dr. Bill Eckhart Young Professional of the Year Award to Tyler Stewart.

PRESENTATION & INTRODUCTION:

Cynthia Chadwick-Granger

Commissioner – York County District #3

Commissioner introduced herself and requested the support of the residents and the municipal Government and looked forward to the opportunity of working with Old Orchard Beach. Her background is in the real estate business and as a business owner.

ACCEPTANCE OF MINUTES:

Accept the Town Council Minutes of March 20, 2018.

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

VOTE: Unanimous.

PUBLIC HEARING: Amending Ordinance - Old Orchard Street and Temple Avenue Shall We Amend the Town of Old Orchard Beach Code of Ordinances, Section 54-187, Restrictions and Prohibitions, amending Old Orchard Street and Temple Avenue by adding handicap parking spots?

CHAIR: I open this Public Hearing at 6:40 p.m.

**NOTICE OF PUBLIC HEARING MUNICIPAL OFFICERS OF THE TOWN OF
OLD ORCHARD BEACH**

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on April 3, 2018 at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, amending Section 54-187, Restrictions and Prohibitions, Old Orchard Street and Temple Avenue, by adopting the underscored language, as follows:

Old Orchard Street. Two-hour parking only shall be allowed on both sides of Old Orchard Street. There shall be one handicap parking space between Milliken Street and the railroad tracks on the left side (facing the ocean.)

Temple Avenue. No vehicle shall remain parked on Temple Avenue between West Grand Avenue and Seaside Avenue for a period of time longer than one hour. There shall be one handicap parking space located on the left side (facing the ocean) between Seaside Avenue and West Grand Avenue. There shall be one handicap parking space between Seaside

Avenue and the ocean, on the right side (facing the ocean).

Parallel parking shall be allowed on the left side (facing the ocean) of Temple Avenue from Seaside Avenue to the seawall; diagonal parking shall be allowed on the right side (facing the ocean) of Temple Avenue from Seaside Avenue to the seawall, except that three consecutive parking spaces shall be designated by the chief of police and shall have a two-hour limit from 7:00 a.m. to 7:00 p.m. No vehicle shall be parked on the right side (facing the Ocean) of Temple Ave. from Free St. to West Grand Ave. and two handicap spaces will be located in front of the Temple on Temple Ave.

CHAIR: I close the Public Hearing at 6:43 p.m.

PUBLIC HEARING: BUSINESS LICENSES AND APPROVAL:

CHAIR: I open this Public Hearing at 6:45 p.m.

Sunsations of Marco Island, Inc./Shloma Laria (205-4-1), 20 Old Orchard Street, Retail; Cascade Health Inc./Wayne & Teresa Plummer dba/Snap Fitness (205-15-1-B), 2 Cascade Road, Personal Service – Gym; The Groves at Old Orchard LLC/Kevin Hammond (206-28-7), 37 Summit Street, three (3) year-round rentals; Sharon Pratt (210-1-15-4), 25 Smithwheel Road, #4, one year round rental; Biarritz Motel, Inc. (304-6-2), 70-72 East Grand Avenue, four (4) year-round rentals; and Sherrie & Troy Nadeau (308-3-4), 9 Myrtle Avenue, one (1) year round rental.

CHAIR: I close this Public Hearing at 6:47 p.m.

MOTION: Councilor Blow motioned and Councilor Tousignant seconded to Approve the business licenses as read.

VOTE: Unanimous.

7131 Discussion with Action: Reenact the Emergency Ordinance establishing a Moratorium on Medical Marijuana Retail Storefronts, approved February 6, 2018 and expiring April 7, 2018, and extend for an additional sixty-one (61) days to expire June 7, 2018.

BACKGROUND:

The Town Council recently passed an ordinance prohibiting retail sale of legalized adult-use marijuana in Old Orchard Beach in light of the continuing uncertainty created by the failure of the State Legislature to enact rules and regulations that would provide clarity to municipalities regarding regulation and enforcement. Subsequently there has been interest expressed here in Old Orchard Beach and in other Maine municipalities in establishing storefront retail business for medical marijuana. This type of activity is not directly addressed by State law and is not explicitly covered by the Town's medical marijuana ordinance. In light of the continuing ambiguity in state law regarding medical marijuana storefronts and the Town Council's desire to curtail retail marijuana sales pending comprehensive state regulation and enforcement, the proposed moratorium on medical marijuana storefronts would allow the Town Council to consider appropriate local land use regulations pertaining to medical marijuana storefronts.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Reenact the Emergency Ordinance establishing a Moratorium on Medical Marijuana Retail Storefronts, approved February 6, 2018 and expiring April 7th, 2018, and extend for an additional sixty-one (61) days to expire June 7th, 2018.

VOTE: Unanimous.

TO: Old Orchard Beach Town Council
Larry Mead, Town Manager
Louise Reid, Assistant Town Manager
FROM: Jeffrey Hinderliter, Town Planner
SUBJECT: Proposed Medical Marijuana Ordinance
DATE: 12 March 2015

The purpose of this memo is to provide information in regards to the proposed Medical Marijuana Ordinance. This information includes: 1. Key points of Ordinance amendments as currently proposed; 2. Planning Board recommendations; 3. Key points discussed at the Council Public Hearing; 4. Adjustments to the Ordinance as currently proposed.

1. Key Points of Ordinance Amendments as Currently Proposed.

- The purpose of the proposed Ordinance amendments is to create local zoning controls to regulate Medical Marijuana as a land use, restricting where growing and processing operations are allowed, requiring a public approval process, and implementing performance standards for growing/processing operations and dispensaries. Also, the Ordinance amendments establish a business licensing requirement to monitor ongoing consistency with the Maine Medical Use of Marijuana Program.
- Chapter 78 (Zoning) amendments include:
 - A. Allowing Medical Marijuana Production Facilities and Medical Marijuana Registered Dispensaries to be established as a Conditional Use only within the General Business 1 (GB1) Zoning District.
 - B. Planning Board approval process including abutter notice, site walks and public hearings.
 - C. The applicant must secure State authorization pursuant to applicable State Statutes and Rules of the Maine Use of Medical Marijuana Program before the PB approves a proposal
 - D. Performance Standards specifically designed to regulate Medical Marijuana Uses These standards include, but are not limited to security, outside appearance, odor control, and proximity limits (by distance).
- Chapter 18 (Business Licenses) amendments include:
 - A. Staff and Council approval of a Medical Marijuana Business License before a Medical Marijuana Registered Dispensary or Medical Marijuana Production Facility can conduct business.
 - B. State authorization before issuance or renewal of a License.
 - C. Securing Planning Board approval before consideration of a License.
 - D. Old Orchard Beach Police Department, Fire Department and Code Enforcement Officer inspection of the premises at initial and subsequent licensing.
- Appendix A (License Fees) amendments include:
 - A. Establishing a License Fee for Medical Marijuana Uses.

2. Planning Board Recommendations.

- At the 11 December 2014 Planning Board meeting, the Board recommended the Council adopt the Ordinance as currently proposed and include the following changes:
 - A. Allow Medical Marijuana Production Facility's to be established as a Conditional Use within the General Business 2 (GB2) and Planned Mixed Use Development (PMUD). Note- This is in addition to the GB1 District.
 - B. Add Severability language to Sec. 78-1277.
 - C. Ensure proposed Ordinance definitions do not conflict with the definitions in the Medical Marijuana-related State Statutes.
 - D. Consider adding language to allow Research and Development as a Conditional Use.

3. Council Public Hearing (3 March 2015).

- Below are key points discussed at the 3 March Public Hearing that could result in amendments to the Ordinance as currently proposed:
 - A. Increase the Proximity Limit (Sec. 78-1277 (d) (3)) and Proximity Location to other Uses (Sec. 78-1277 (d) (4)) distances to 500 feet.
 - B. Create language to provide stronger regulations in regards to Security, Outside Appearance and Odors.
 - C. Creation of new Performance Standards that regulate traffic, solid waste storage /disposal and water quality
 - D. Whether to allow or not allow Medical Marijuana Production Facility's in the PMUD and GB2 Districts, as recommended by the PB but not within the Ordinance as currently proposed.
 - E. Include Research and Development, subject to amendments to State Statutes, as an allowable use.

4. Adjustments to the Ordinance as Currently Proposed.

- If the Council chooses to amend the language in the Ordinance as it's currently proposed (as it was presented to the public at the Planning Board and Council Public Hearings), the primary standard that controls this is found within Sec. 410 (Public Hearing on Ordinances) of the Old Orchard Beach Town Charter. Sec. 410 of the Charter, in part, states:

“If an ordinance is amended so as to change substantially its meaning or effect, the Council may not adopt it until the ordinance or its amended sections have been subjected to all the procedure hereinbefore required for a newly introduced ordinance. The above procedure may be waived only as provided in Section 410.1 dealing with emergency ordinances.”

In my opinion, the interpretation of “change substantially its meaning or effect” is of primary importance if the Council decides to amend the Ordinance language as currently proposed. To break it down further, I believe change substantially is equally important to interpret. There is no precise definition of this subjective term, but it is generally explained as a change which is significant and has a noticeable impact on the current situation (or, for our purposes, the proposed Ordinance language as currently written). It is a change which is important in terms of degree, amount, or extent.

So, if the Council decides to include PB recommendations, adjust the language to address Public Hearing comments, etc., the Council will need to determine if these adjustments significantly change what the Ordinance, as currently proposed, will regulate. If the Council decides the adjustments substantially change the Ordinance meaning or effect, than I believe The Council must reconsider the Ordinance, including the new language, and hold another Public Hearing.

**Emergency Ordinance Establishing a Moratorium on Medical Marijuana Storefronts,
Pursuant to Charter Section 410.1**

WHEREAS, the Town's medical marijuana ordinance does not specifically address retail sales; and

WHEREAS, other Maine communities have experienced initiatives to establish retail sales of medical marijuana, including medical marijuana storefronts; and

WHEREAS, the Planning Department has received notice of interest in locating a medical marijuana storefront in Old Orchard Beach; and

WHEREAS, the Maine Legislature is currently considering modifications to State law regulating medical marijuana that would address ambiguities and unintended consequences within the existing statute; and

WHEREAS, it is in the best interest of the Town to consider the development of regulations pertaining to retail medical marijuana sales; and

WHEREAS, the unregulated development of the retail sale of medical marijuana raises a number of concerns related to public safety and welfare, including, but not limited to, potential adverse effects on neighborhoods, and potential adverse effects on the Town's tourism industry; and

WHEREAS, the Town's existing ordinances are inadequate to prevent the potential for serious public harm from the establishment and operation of retail medical marijuana activities; and

WHEREAS, during the period of this moratorium the Town will work on developing appropriate land use regulations concerning retail medical marijuana activities; and

WHEREAS, the Town Council concludes that these circumstances constitute a public emergency within the meaning of Section 410.1 of the Old Orchard Beach Town Charter.

NOW THEREFORE, pursuant to the authority granted to it by 30-A M.R.S.A. § 4356, be it hereby ordained by the Town Council of the Town of Old Orchard Beach, Maine, in Town Council assembled, as follows:

1. DEFINITIONS.

As used in this Ordinance the following terms have the following meanings:

A "medical marijuana storefront" is defined as an establishment which resembles a retail storefront in terms of signage, hours of operation and accessibility to patrons, and which is operated by one or more Primary Caregivers as defined by 22 M.R.S.A. § 2422(8-A), Medical Marijuana Caregivers as defined in the Zoning Ordinance, or any other individuals or entities for the sale, distribution or administration of medical marijuana and medical marijuana products to Qualifying Patients as defined by 22 M.R.S.A. § 2422(9) or any other individuals.

2. ESTABLISHMENT AND OPERATION OF MEDICAL MARIJUANA STOREFRONTS PROHIBITED.

During the time this Ordinance is in effect no person shall establish or operate a medical marijuana storefront.

3. APPLICATIONS NOT TO BE ACCEPTED OR ACTED UPON.

During the time this Ordinance is in effect, no official, officer, board, body, agency, agent or employee of the Town of Old Orchard Beach shall accept, process or act upon any application, including but not limited to a building permit, certificate of occupancy, site plan review, conditional use, or any other approval, relating to the establishment of a medical marijuana storefront.

4. ENFORCEMENT, VIOLATION AND PENALTIES.

This Ordinance shall be enforced by the Code Enforcement Officer of the Town of Old Orchard Beach. Any person who violates Section 2 of this ordinance shall be subject to civil penalties and other remedies as provided in 30-A M.R.S.A. § 4452.

5. EFFECTIVE DATE.

This Ordinance takes effect immediately upon adoption and shall expire on the 61st day thereafter, unless earlier extended, repealed or modified by the Old Orchard Beach Town Council.

6. APPLICABILITY.

Notwithstanding anything to the contrary in 1 M.R.S.A. § 302 or any other law, this Ordinance shall apply to any proposal to establish or operate a medical marijuana storefront, whether or not an application or proceeding to establish said use would be deemed a pending proceeding under 1 M.R.S.A. § 302 prior to the enactment of this Ordinance.

7. SEVERABILITY.

Should any section or provision of this Ordinance be declared by any court to be invalid, such a decision shall not invalidate any other section or provision.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Reenact the Emergency Ordinance establishing a Moratorium on Medical Marijuana Retail Storefronts, approved February 6, 2018 and expiring April 7, 2018 and extend and additional sixty-one (61) days to expire June 7, 2018.

VOTE: Unanimous.

7132 Discussion with Action: Amend the Town of Old Orchard Beach Code of Ordinances, Section 54-187, Restrictions and Prohibitions, amending Washington Avenue and adding Washington Avenue Extension.

BACKGROUND:

After receiving a complaint about illegally parked vehicles on Washington Avenue, Chief Dana Kelley reviewed Section 54-187 of our Parking Ordinance as it relates to Washington Avenue. The area of concern is located between the intersection of Sixth Street and Washington Avenue Extension. The current Ordinance prohibits parking on the northwesterly side and also states that the upper section of Washington Avenue

between Washington Avenue Extension, and Sixth Street, is made a one-way street in the direction of and intersecting with Fifth Street. The way this section of the Ordinance is written is incorrect and a little confusing. It should read: "the upper portion of Washington Avenue is made a one-way Street in the direction of and intersecting with Sixth Street not Fifth Street." It is not currently posted as one-way and Chief Kelley did not recall that it ever was. After looking at the area, the Chief felt that the section being designated as one-way, in any way improves on traffic flow or congestion. It could be that this section of Washington Avenue was designated as one-way to better accommodate some of the additional traffic generated during the summer Campground Meetings but he does not believe that it is necessary or of any added benefit to do so going forward. In order to clarify and clean up the language for this section of Washington Avenue, the Chief is recommending that we eliminate the one-way designation and because it is a narrow Street prohibit parking on either side of this section of Washington Avenue.

MOTION: Councilor Kelley motioned and Councilor Blow seconded to Set the Public Hearing Date of March 20, 2018 to Amend the Town of Old Orchard Beach Code of Ordinances, Section 54-187, Restrictions and Prohibitions, amending Washington Avenue and adding Washington Avenue Extension.

VOTE: Unanimous.

BACKGROUND:

NOTICE OF PUBLIC HEARING

MUNICIPAL OFFICERS OF THE TOWN OF OLD ORCHARD BEACH

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on March 20, 2018 at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, amending Section 54-187, Restrictions and Prohibitions, Washington Avenue, by deleting the strikethrough language and adopting the underscored language, as follows:

Washington Avenue. No vehicle shall be parked on the northwesterly side (right side going toward Union) of Washington Avenue from Saco Avenue to Washington Avenue extension. No vehicle shall be parked on either side of Washington Avenue from Washington Avenue extension to Sixth Street. Loading and unloading only will be allowed at designated business locations. No left-hand turn shall be allowed at the intersection of Washington Avenue and Saco Avenue from Washington Avenue.

Washington Avenue Extension. No vehicle shall be parked on the northwesterly side (right side going toward Union) of Washington Avenue extension from Highland Avenue to Union Avenue. Washington Avenue. No vehicle shall be parked on the northwesterly side (right side going toward Union) of Washington Avenue from Saco Avenue to Union Avenue. Loading and unloading only will be allowed at designated business locations.

The upper portion of Washington Avenue is made a one-way street in the direction of and intersecting with Fifth Street. No left hand turn shall be allowed at the intersection of Washington Avenue and Saco Avenue from Washington Avenue.

7133 Discussion with Action: Approve the contract for 2019 with Animal Welfare Society, Inc., in the amount of \$11,987.36 annually, beginning July 1, 2018, from Account Number 20131-50310- Service Contracts, subject to final approval of the FY19 budget.

MOTION: Councilor Blow motioned and Councilor Kelley seconded to Approve the contract for 2019 with Animal Welfare Society, Inc., in the amount of \$11,987.36 annually, beginning July 1, 2018, from Account Number 20131-50310- Service Contracts, subject to final approval of the FY19 budget.

VOTE: Unanimous.

7134 Discussion with Action: Approve the Liquor License Renewals for JTG Hospitality, Inc. dba/Ballpark Beer (207-3-6X), 7 Ballpark Way, m (malt) in an Outdoor Stadium; and Festival Hospitality, LLC dba/ America's Best Value Inn – Mt. Royal (307-4-1), 30 West Grand Avenue, m-v in a Hotel.

MOTION: Councilor Tousignant motioned and Councilor Blow seconded to Approve the Liquor License Renewals for JTG Hospitality, Inc. dba/Ballpark Beer (207-3-6X), 7 Ballpark Way, m (malt) in an Outdoor Stadium; and Feste V A I Ho spatial t y, L L C dba/ America's Best Value Inn – Mt. Royal (307-4-1), 30 West Grand Avenue, m-v in a Hotel.

VOTE: Unanimous.

ADJOURNMENT:

MOTION: Councilor Tousignant motioned and Councilor Blow seconded to adjourn the Town Council Meeting at 6:58 p.m.

VOTE: Unanimous.

A BUDGET WORKSHOP WILL FOLLOW THE TOWN COUNCIL MEETING: Fire Department, Lifeguard and CIP.

WEDNESDAY, APRIL 4, 2018 – 6:30 P.M. – BUDGET WORKSHOP Waste Water Department and CIP

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 ten (10) pages is a copy of the original Minutes of the Town Council Meeting of April 3, 2018.

V. Louise Reid

**TOWN OF OLD ORCHARD BEACH
TOWN COUNCIL WORKSHOP
Tuesday, APRIL 3, 2018
TOWN HALL CHAMBERS
6:30 p.m.**

A Town Council Workshop was held on Tuesday, April 3, 2018, following the Town Council Meeting. Chair Thornton opened the Workshop at 7:08 p.m.

The following were in attendance:

Chair Joseph Thornton
Councilor Kenneth Blow
Councilor Jay Kelley
Councilor Michael Tousignant
Town Manager Larry Mead
Assistant Town Manager V. Louise Reid
Fire Chief Edward Dube
Deputy Fire Chief Richard
Finance Director Diana Asanza

Absent: Vice Chair Shawn O'Neill

This is the first of a series of budget workshop in consideration of the FY19 budget. The presentations to the Town Council will permit the department heads to explain their plans, the tracking and control of spending as well as supporting their funding requests.

Below are the justifications for the presentation of the Lifeguards and the Fire Department budget requests.

The discussion of the Lifeguard Budget included a request for repair costs for the Lifeguard Truck for the FY17 and Fy18 to date. That would be useful for the CIP revisits. Also requested was an inventory of turn-out gear with the expiration dates for each. It would be helpful also to provide additional pricing for the facility rehab.

Discussion included Account 50111 – Overtime wags which increased \$2,000 (50%). When lifeguard staff leaves prior to the end of the summer shifts must be covered by overtime hours. This has been occurring with greater frequency.

Discussion included Account 50251 – Training Expense which increased \$500. The State is requiring lifeguards to be recertified at a cost of \$185 each. This past summer the State came down hard on lifeguard training and now want more training to take place. The cost has increased and also there are Jet Ski safety courses at \$1,200; and ATV classes at \$400.

There is a need to send a few life guards to class in order to become instructor qualified. Down the road it will save the Town money. The cost for class is almost \$500 for just lifeguarding. Other required training includes First Aid, CPR and all State mandated recertification.

Also the request to cover the Town reimbursing new guards for the cost of their certification which is around \$380 each. Account 50251 increased from \$1,500 to \$3,450. The Department Heads recommendation for the Lifeguard Budget was \$162,810 and the Town Manager's recommendation is \$153,810; a difference of \$9,000 reflected in the Seasonal and Overtime Wage categories. It increased by \$2,000 because lifeguards go back to school in August and shirts are covered with overtime.

Account 20137-50252 – Change to training increase to #3,450 because of additional recertification for ten lifeguards.

Request was made for the repair costs for the 1998 Lifeguard Truck.

LIFEGUARD

20137-50108 – Seasonal Employee Wage	\$134,000
20137-50111 – Overtime Wage Expense	\$6,000
20137-50230 – Clothing Allowance Expense	\$4,000
20137-50251-Conferences/Training	\$1500
20137-50402 Phone/Cellular/Paging	\$310
20137-50452- Operating equipment	\$4,000
20137-50501 Operating Supplies/Equipment	\$4,000

OLD ORCHARD BEACH SURF RESCUE

FY: 18-19 LIFEGUARD BUDGET PROPOSAL

- Increase Seasonal Employee Wages: Dept. 20137 Line 50108, to \$142,500.00.
- Increase Overtime: Dept. 20137 Line 50111, to \$6,500.00.
- Leave Clothing Allowance: Dept. 20137 Line 50230, at \$4,000.00.
- Increase Conferences/Training: Dept. 20137 Line 50251, to \$1,500.00.
- Leave Operating Equipment Repair: Dept. 20137 Line 50452, at \$4,000.00.
- Leave Operating Supplies/Equipment: Dept. 20137 Line 50501, at \$4,000.00.

5 Year Capital Outlook

2018-2019

- 1) Purchase and outfit a new Surf Rescue, estimated cost at this time \$32,500.00 to \$35,000.00.

2018-2020

- 1) Build a steel building to house all surf rescue gear and equipment, as well as vehicles. This building would also be used for the storage of fire department equipment in which the current station can no longer house. Rough estimate \$35,000 - \$40,000.

2020-2021

- 1) Purchase and outfit a new ATV, rough estimate \$10,000.00.

Line Items

Increase Seasonal Employee Wages: Dept. 20137 Line 50108, to \$142,500.00.

- 1) This will help in the recruitment of new lifeguards, by making the starting pay higher.
 - a. Now at \$11.00 per hour, will go up to \$11.50 per hour
 - b. There are less and less people becoming lifeguards, causing the number of guards available for hire to decrease. It is more important than ever to make sure that Old Orchard Beach stay on top of the pay scale.
- 2) This raise would amount to a 6% raise for all of the lifeguard staff \$.50 per hour.
 - a. 1st yr \$11.50
 - b. 2nd yr \$12.00
 - c. 3rd yr \$12.50
- 3) This will also give current lifeguards with experience and knowledge of the beach, an incentive to return year after year.
 - a. Returning guards efforts need to be rewarded, so they don't choose to go to other places for more money.
 - b. Busiest beach in Maine and we pay less than a lot of beaches down in southern Maine and coastal New Hampshire.
 - c. A large number of guards are teachers and if the pay is not there for the summer they have no problem doing something less demanding for more pay.
- 4) Last year guards were awarded a raise per the town manager for the second year in a row, however the line was not raised.
 - a. Not sure what the end result will be on the wages line come July.
 - b. The last couple of years the town was short guards, if we end up being at full staff can the line stay on budget.
- 5) With the new minimum wage law going to into effect, this will keep things on track to meet the amount decided upon by the state.

Notes:

Increase Overtime: Dept. 20137 Line 50111, to \$6,500.00.

- 1) This was a new line that was created in 2015, since it was put in place we have gone over by roughly \$2,000.00 - \$3,000.00 each year.
 - a. By raising it to \$6,500.00 we will then have a more solid number in place for the budgeting process.

- 2) The larger amount of overtime is a result of a couple of things
 - a. Low staffing for the summer season which in turn forces the hiring of overtime to fill the open posts, as a result of not having enough guards. We are currently running roughly 7 guards short and this number climbs each year.
 - b. Lack of staffing at the end of the summer, when students and teachers go back to school.
 - c. Large storms that come up the coast, causing very unstable conditions in the water and on the beach which require higher staffing levels.
 - d. Also late calls where we are looking for a lost child, on a medical emergency or possible dealing with another emergency situation.

Notes:

Leave Operating Equipment Repair: Dept. 20137 Line 50452, at \$4,000.00

I think that we can get by this season and reevaluate next year due to the following items:

- 1) This line currently looks good as we head into the 2018 summer. We will be replacing 2 of the towers that need to be replaced, in doing so we will be staying on track with the tower replacement plan.
 - a. The cost of lumber is going up slowly so we will need to watch this line in the up and coming years.
- 2) Towers are very crucial with the increased number of people we are seeing on the beach. Along with these beach goers there is a large number of umbrellas and it is almost impossible to see up and down the beach without towers.

Notes:

Line to raise if there is another line that is being looked at.

Leave Operating Supplies/Equipment: Dept. 20137 Line 50501, at \$4,000.00.

I think that we can get by this season and reevaluate next year due to the following items:

- 1) There is a need to start purchasing binoculars for each individual tower.
 - a. More and more people are taking off in kayaks and on paddleboards that can't get back. We need to be able to see these people who may be in distress at any given time.
 - b. They would aid in locating lost children up and down the beach.
- 2) We currently need to replace a rescue board that is old and starting to see wear and tear \$1,200.00.
- 3) There is a large number of portable radios that need to be updated and or replace as they are getting older.
- 4) On top of all of this we still need to purchase the yearly items that are needed to get through the summer.

Notes:

Chief,

The following is how I calculated the lines that were increased:

- 1) Increase Seasonal Employee Wages – I took all the pay rates and then figured out what percentage was needed to get the rates up \$.50. It came out to be roughly 6% to bring those rates up \$.50. I then took the overall line and just multiplied it by the 6%. At this time starting pay is \$11.00 and much lower than beaches that we compete with, when hiring.
- 2) Increase Overtime – On this increase I looked at last year's expenditures for the line and where we are for this year and then estimated what may work for next year.

Major notes:

- If we are looking at raising any more lines I think that we should go in this order:
 - 1) Clothing
 - 2) Repairs
 - 3) Bring training up more.
- The lifeguard budget has been held at 0% the past 2 years; if something is not done soon to increase some of these line items, then we will eventually run into a major problem. The cost of living keeps going up year after year, there for the cost of materials and goods goes up each year, making operational needs harder and harder to keep up with.

OLD ORCHARD BEACH SURF RESCUE

136 Saco Avenue
Old Orchard Beach, Maine 04064

Ed Dube
Fire Chief
Tel. (207) 934-7790

KEITH M. WILLETT
Lifeguard Captain
Tel. (207) 934-7790

Operating Supplies and Equipment

Radios

Currently the lifeguards have 22 portable radios in service and 2 spare portables in storage in case they are needed.

The radios are one of 4 makes and models, the older ones are 2005 Motorola CP 150s and the newest ones are 2017 Motorola XPR 3500E.

Currently we are looking to replace 2 to 3 of the older models with current models, which would be 2017 Motorola XPR 3500E, at the cost of \$499.00 per radio.

In addition to the new radios we will most likely need to replace 1-2 batteries at the start of the season at \$85.00 a battery and at this time 3 antennas that have dry rotted over time at \$16.00 per.

Binoculars

Currently we have 4 pair of binoculars for 12 towers and 3 vehicles.

At this time one pair is at the Brunswick (main post), one pair in the surf rescue, one pair in the atv and one pair in the jet ski. The other 11 towers do not have binoculars and we are looking to outfit them with a pair.

The binoculars that we have been purchasing are Bushnell H2O 10X42 at the cost of \$149.00 per set.

Rescue Board

Currently we are looking to replace one of the rescue boards at the cost of \$965.00

Notes:

These costs do not include shipping and handling and there are many other items that are annual needed and bought out of this line.

*Total Equipment
\$ 3,833*

LIFEGUARD RADIOS 2017

<u>Radio #</u>	<u>Assigned To</u>	<u>In Service Date</u>	<u>Battery Date</u>	<u>Type</u>	<u>Channels</u>	<u>Notes</u>
LG 1	Captain	7/1/2017	7/1/2017	XPR 3500 e	16+	
LG 2	Asst. Capt	7/1/2017	7/1/2017	XPR 3500 e	16+	
LG 3	OP P1	7/1/2010	7/1/2010	PR 400	16	
LG 4	OP P2	6/1/2005	6/1/2005	CP 150	16	
LG 5	Tioga	8/1/2005	8/1/2005	CP 150	4	
LG 6	Reggio	7/1/2010	7/1/2010	PR 400	16	
LG 7	Union P1	7/1/2013	7/1/2013	PR 400	16	
LG 8	Union P2	8/1/2005	8/1/2005	CP 150	16	
LG 9	Atlantic	7/1/2013	7/1/2013	PR 400	16	
LG 10	Brunswick P1	7/1/2017	7/1/2017	PR 400	16	
LG 11	Brunswick P2	8/1/2007	8/1/2015	CP 185	16	
LG 12	Pier P1	6/1/2010	6/1/2010	PR 400	4	
LG 13	Pier P2	8/1/2005	8/1/2005	CP 150	16	
LG 14	Surf 6 P1	7/1/2016	7/1/2016	VRTX 454	16+	
LG 15	Surf 6 P2	7/1/2011	7/1/2011	PR 400	16	
LG16	Cassablanca	8/1/2005	7/1/2012	CP 150	4	
LG17	Walnut P1	7/1/2015	7/1/2015	PR 400	16	
LG18	Walnut P2	6/1/2005	8/1/2013	CP 150	16	
LG 19	Friendship	7/1/2016	7/1/2016	PR 400	16	
LG 20	ATV	7/1/2016	7/1/2016	PR 400	16	
LG 21	Marine 78	8/1/2015	8/1/2015	VRTX 454	16+	
LG 22	Alouette	8/1/2005	8/1/2005	CP 150	16	
LG 23	Spare	7/1/2016	7/1/2016	VRTX 454	16+	
LG 24	Spare	7/1/2017	7/1/2017	XPR 3500 e	16+	

FIRE DEPARTMENT

As discussed throughout the evening, Chief Dube and the Town Manager explained the goals and mission of the Fire Department. With the change in leadership this year and the hiring of Deputy Fire Chief Richard Kindelan, the Chief has projected and planned for changes that needed to be made in the Fire Department over the coming months and years.

The purpose of this position is to perform executive level duties for the department; assisting the Fire Chief in planning, organizing, directing the operation of the Old Orchard Beach Fire Department. This position is a critical assistant and advisor to the Fire Chief. Some of the duties as described included supervising, training, evaluating and disciplining staff with the approval of the Chief; serves in the absence of the Chief, plans, organizes and directs programs assigned by the Chief and active involvement in emergency management. Reviews reports submitted by other officers for completeness and accuracy; involved in inventory and maintenance of fire apparatus and equipment; and responsible in large part for recordkeeping.

The Chief indicated that his concern is not only to establish appropriate firefighting techniques but also to ensure the firefighting policies and procedures are clearly adhered to and make recommendations to changes in policies and procedures.

Account 50106 – Full time wages increased by \$60,311 or 6.8\$. This line covers the sixteen regular firefighter positions, including four Captains, as well as the Office Manager. This increase reflects three years of contractual wage adjustments at 2% for each contract year due to the fact that the Fire Union contract was not finalized until late June of 2017 and the prior contract expired in June of 2016.

Account 50107 – Part Time Wages are up \$43,000 or 14.6%. This line encompasses the cost of per-diem employees who assist in staffing the ambulances. Employees pay rate differs depending on whether they are certified at the Basic, Advanced, or Paramedic level. The proposed increases have two components. One component includes the increase of \$1 per hour for employees at the Basic (\$14 hour) and Advanced (\$15 hour) levels, and \$3 per hour for employees at the Paramedic (\$18 hour) levels. These pay levels will keep the Department competitive with other communities. OOB has lagged behind in particular with respect to Paramedic pay and this has been made filling paramedic positions difficult. The second component would be to add a third per-diem employee for three additional months with the intent of achieving efficiencies that would reduce call-backs of regular firefighters.

Account 50111 – Overtime wages increased \$10,000 (5%). The actual cost of overtime the past several years has consistently been much greater than the budgeted amount (FY14 - \$229,000; FY15 - \$247,000; FY16 - \$189,000; Fy17 0 \$253,700; and the cost in the current fiscal year is at \$180,000 through March.

Account 50230 – Clothing Expense increases \$1,900 (19%). This fulfills a contractual obligation. Additionally actual expenditures in this line have exceeded the requested amount of 412,000 in FY16 and FY17.

Account 50310 – Service Contract Expense increases \$4,400 (15%). The cost of rescue billing collections was increased by \$1,900 (this cost is off-set by revenues). \$700 was budgeted for the use of a trained dog to detect bed bugs when there are rescue calls made to infected addresses. A service plan for the ambulance stretchers was included at a cost of \$1,150. This plan will likely pay for itself by offsetting costly repairs.

Account 50335 – Hydrant Rental Expense increases by \$5,000 (2.9%) due to acceptance of thirteen hydrants in the Dunegrass neighborhood.

Account 50453 – Vehicle Repair Expense increases by \$10,000 (20%) to reflect current cost experience.

Discussion included Per Diem expends. Originally wanted to add funding for additional per-diem for additional nine months not only three months in the summer (which means 3 per diems – 365 days a year – 24 hours each day). That is the reason for the increase of \$103,680. This also includes an increase of \$1 hourly. Hourly wage too low for paramedic as it should be between \$16 and \$18. It was agreed to leaving the per diem schedule the same as Fy18 where they added a third for three summer months only; while increasing hourly rate for a para to \$18 (\$3 hourly); and Advanced to \$15 (\$1 hourly); and Basic to \$14 - \$14.50 (\$1 hourly).

Overtime not only covers vacation and sick back-fill; it also includes training. The Chief calculated that \$43,000 is approximately spent on filling vacation and personal days and another \$38,000 is spent on sick and family sick. However this year was able to save approximately \$21,000 on overtime for firefighters out on Workers comp by filling it with a per-diem.

As of June 1, 2018 there are four new Fire Lieutenants on board.

The Town Manager’s recommendation included:

The Fire Department is requesting \$2,270,763 and the Town Manager is recommending \$2,158,383; a reduction of \$112,380; affecting accounts of Part Time and Seasonal Employees Wages; Hydrant Rental; Vehicle Repair and Administrative Office Expense.

CIP Budget

For current year they are requesting in order of importance:

- 4x4 Pick Up truck to replace 1998 PU Truck 107KKM – \$40,000**
- Fire station Rehab and Repairs - \$80,000**
- Turnout Gear - \$20,000**
- Replace Extrication Tool - \$15,000**
- Deputy SUV - \$45,000**

The total of all projects and equipment over the period FY 19 to FY 29 is \$1,076,000.

It was noted that the 2 bay garage they had in the CIP for lifeguard equipment was moved out of the FY21. They are not ready or have the time to complete the project in FY19.

The questions was asked what are the repair costs for the lifeguard truck that is in the CIP and the Fire Chief was to provide this information.

The Fire Chief would like to give the 2015 Crew Cab PU to the Lifeguards and purchase a new truck with an extended cab (not crew cab) with a flat-bed for forestry tank. The new truck will be a multi-purpose truck – forestry tank – EMS assistance – and will have a host reel to assist with fires.

The Lifeguard Truck off Season can also be used for winter water rescue and ice sled for non-coastal waters.

CIP Fire Gear - \$2,000 per set – need inventory and expiration dates on each.

CIP Fire Station Rehab - \$80,000 – will revisit because Councilor Blow wants additional pricing to confirm project costs.

The 4x4 truck would be used as an option.

Chair Thornton said he expressed support for the Vehicle for the Fire Department. Councilor Blow disagreed.

The extrication tool which is a \$12,900 new tools a cutter and spreader and is battery-operated. The question was asked if the current one worked and it is certified since it is 20 years old. The Deputy Chief did not want to wait till it is not good and have to buy it as unbudgeted item.

Councilor Blow did not agree with the Deputy Fire Chief about having a vehicle for the Deputy Chief as he said last year when the position was requested a vehicle was not.

Councilor Tousignant asked if the Lifeguard Vehicle could be moved till next year and the answer was yes that it could with the hope that repairs are not required and have to be expensed as an unbudgeted item.

All of the Councilors agreed to visit the CIP at the end of the budget process.

FY19 Department
Description, Goals
& Justifications

Edward Dube'
Fire Chief



2/27/2018

Fire/Rescue Department

The Old Orchard Beach Fire Department provides public fire/rescue protection through fire prevention, emergency operations and support services.

Administration

The Administrative Division consists of the Fire Chief, Deputy Chief and the Office Manager. The staff is responsible for the management of all call force, fire police, rescue and career personnel and routine operations, the maintenance of safety programs, the maintenance of the public safety complex, ambulances and fire apparatus, ambulance billing, federal and state directives compliance, inspections, equipment, records management, payroll and training. The lifeguard division of public safety also falls under the supervision and direction of the Administrative staff during the summer season.

Fire Suppression/Hazardous Materials

This organization consists of 1 Fire Chief 1 Deputy Fire Chief 1 Office Manager 16 career Fire/Paramedic personnel, 12 call force personnel 8 Fire/Police and 30 Per Diem responding to an average of 2400 EMS/Fire calls per year. The objectives are to protect lives and property from fire/rescue emergencies including but not limited to structure fires, hazardous materials releases, water rescues, explosions, medical emergencies, motor vehicle accidents, water removal, and electrical problems, open burning permits, etc. The personnel also are assigned non-emergency functions such as maintenance of the complex, grounds, vehicles, tools and equipment. They conduct fire prevention and safety inspections, fire education programs, and train on a regular schedule in order to maintain skills, duties, responsibilities and mandated compliances of the job.

Emergency Medical Services

Emergency medical treatment is provided by cross trained career personnel and per diem rescue personnel utilizing fire apparatus, two primary ambulance one back up ambulance. The career staff consists of 16 Fire/Paramedics, The per diem (part-time) staff currently consists of 4 EMT-Paramedics, 6 EMT-Intermediates and 20 EMT-Basics which work either 12 hour or 24 hour rotational shifts on our ambulance with a career Paramedic. The ambulance transports primarily pre-hospital emergency care patients and/or mentally distressed patients with only an occasional non-emergency transport. EMS related calls account for approximately 3/4 of the total call volume of the department. The per diem staffs is also used for fire suppression duties and provide EMS services on the fire ground. Ambulance staff members also have to comply with federal regulations such as HIPPA privacy requirements, infection control and respiratory protection requirements.

Federal and State Compliances

The fire/rescue department is mandated to be compliant with unfunded Federal and State directives such as those listed below.

- Annual fit-test and physical evaluations for employees who wear respirators in atmospheres which are an immediate danger to health and safety.
- Annual fit-test and physical evaluations for employees who wear respirators in atmospheres where infectious disease may be present.
- Federal OSHA/National Fire Protection Assn. requirements for annual testing of ladders, apparatus pumps and self contained breathing apparatus.
- State Bureau of Labor Standards mandates for annual fire training, facility safety measures and air compressor certifications.

Goals

1. EMS Training
2. Fire Training
3. Renovate 2nd floor bath rooms
4. Remove four jail cells
5. Two new office's
6. One new secure EMS supplies room
7. Inspections

Line Item Justifications

20138-50101 – Department Head Salary _____ \$78,542

This account funds the salary for the Fire Chief

20138-50102 – Department Head Salary _____ \$71,413

This account funds the salary for the Deputy Fire Chief

20138-50106 – Full Time Employee Wage _____ \$946,693

This account funds salaries for the following staff:

Four Captains
Four Lieutenants
Eight Firefighter Paramedic
One Administrative Clerk

Wages set by Union Contract.

20138-50107 – Part Time Employee Wages _____ \$398,680

This account funds wages for the part-time EMS staff.

20138-50111 – Overtime Wages _____ \$250,000

This account funds overtime wages covers sick time vacation, it also cover for Fire, EMS and Storm Emergency's Calls and all Training.

20138-50120 – Call Force Wage _____ \$26,000

This line is for payments to 20 call force and Fire/police members for their service through the year based upon a graduated stipend depending upon rank and participation

20138--50128 – Physical Fitness Incentive _____ \$4,000

This line is to compensate career personnel for passing an annual physical fitness test based on \$250 per member per Union contract.

20138-50220 – Health Club – Employer Share _____ \$1,200

This account funds a contractual payment to health club memberships for Union members.

20138-50230 – Clothing Allowance _____ \$12,000

This is for daily uniforms for 18 career personnel the Fire & Deputy Chiefs and 30 per-diem It includes sets of t-shirts, shirts, pants, boots, belts, winter coats

20138-50251 – Conferences/Training for EMS & Firefighters _____ \$13,840

This line is used to pay for recertification of career EMS and Firefighters personnel, career & call force personnel to attend outside training and instructor costs of visiting instructors. Advanced life support classes, pediatric advanced life support,

Paramedic and intermediate recertification, firefighter 1 classes, advanced firefighting classes, water rescue classes.

Try Town Training -----	\$2,000
EMS Training -----	\$5,000
Firefighter-One School -----	\$1,450
National Fire Academy-----	\$840
Fire Instructor 1 & 2 -----	\$350
Department Head Development -----	\$1,200
Water Rescue -----	\$3,000

20138-50252 – Travel/Food/Lodging _____ \$750

This line is for tolls, or other incidental costs associated with traveling to fire or EMS trainings.

20138-50256 – Dues/Memberships/Licenses **\$3,045**

This line funds the annual Maine EMS ambulance licensing fees, Maine and International Fire Chief's annual dues, industry magazine subscriptions, York County Firefighters Assn dues.

Ambulance Licensing Fees X 3 (State of Maine and Southern ME Emergency) -----	\$280
Maine Fire Chief's -----	\$185
York County FFA -----	\$50
IAFC-International Chiefs -----	\$430
Atlantic Partners EMS (Southern Maine) -----	\$2,100

20138-50310 – Service Contracts Expense **\$33,000**

This line is for contractual agreements:

Air Cleaning Specialists (Plymovent System) -----	\$652
Aladtech EMS Manager EMS (Scheduling) -----	\$2,352
ASCO (Transfer Switch) -----	\$750
Dept. of Health CLIA Laboratory (Blood Testing) -----	\$150
HVAC Service (Maintenance Heating System) -----	\$840
I Am Responding Soft Ware Dispatching, Texting, Mapping) -----	\$735
Image Trend (EMS Run Reporting) -----	\$175
Maine Radio -----	\$250
Medical Control Physician (Dr. Scott Hamilton) -----	\$5,000
NFPA Data (Codes Books) -----	\$1,400
Pest Control Service -----	\$969
Physio Control Cardiac Monitors Mntce. (Three) -----	\$4,607
Pine Tree Waste -----	\$950
Power Products (Generator) -----	\$550
Rennie Security (Alarm System) -----	\$312
Rentokil (Bed Bug Inspections) -----	\$700
Stryker Stretcher (Protect Plan) -----	\$1,154
Snappii (Inspection App) -----	\$77
Tri Tech (IMC Reporting) -----	\$3,024
Tri Tech (Rescue Billing) -----	\$3,403
Thomas Agency (collection) -----	\$4,500
Medxpress (RR Medicare & Medicare Billing) -----	\$450

20138-50313 – Equipment Testing _____ \$7,650

The funds in this line are used for:

Annual Mandated testing of the Tower Aerial all ground ladders -----\$1,385
Annual Mandated SCBA compressor testing----- \$700
Annual Mandated flow testing ----- \$2,665
Annual mandated Apparatus Pump Testing ----- \$400
Extinguisher Maintenance ----- \$400
Hose Testing ----- \$2,100

20138-50335 Hydrant Rental _____ \$186,000

This includes the anticipated rate increase from Maine Water at

20138-50400 Electricity Expense _____ \$19,000

20138-50401 Water Expense _____ \$750

20138-50402 Phone/Cellular/Paging _____ \$2,400

Fire Chief cell phone \$600
Deputy Fire Chief cell phone \$600
Department phone line/fax lines/ alarm GWI & BCN \$1,200

(Moved Life Guard Captains cell phone to 20137-50402 \$310)

20138-50404 Networking/Internet Expense _____ \$4,300

20138-50405 Heating Fuel Expense _____ \$15,000

20138-50450- Building Repair/Maintenance _____ \$15,000

Routine repairs to the building such as plumbing, electrical, painting, HVAC systems, bay doors, alarm & camera systems, windows & doors, roof, security door locking system Plyomvent system, cleaning supplies ect.

20138-50452 - Operating Equipment Repair _____ \$10,500

This line is used for repairs and replacement parts for 14 mobile radios, 30 portable radios, 8 alert radio pagers, hand lights, ambulance stretchers, fire fighting equipment such as saws, nozzles, ladders, gear repairs, thermal imaging cameras, self contained breathing apparatus repairs, power tools, ambulance equipment such as cardiac monitor wires, suction devices, patient oxygen measuring devices , refrigerator, stove etc.

20138-50453- Vehicle Repair/Tires/Oil _____ \$65,000

This line is used for all vehicle preventative maintenance, annual pump servicing, oil changes, tires, inspections, batteries and repairs to 3 fire apparatus, 2 service trucks, 3 ambulances, 1 chief car 3 ATV and 1 jet ski 2 trailers to be done at Scarborough Public Works Garage.

20138-50500 - Admin/Office Supplies and Computers _____ \$3,000

General office supplies for administration, fire prevention/investigation, computer and computer component replacements, copier and fax cartridges, file cabinets, record keeping supplies repairs and replacement parts for 10-computers, 6-pads, 7-lap-tops 1-big copier/fax machine and 4-printers, ect.

20138-50501 – Operating Supplies/Equipment _____ **\$45,000**

This budget line is used to purchase all other necessary items not designated to perform the daily mission of the Department. Quantities and needs change with the nature of the job. Some examples are as noted.

Fire

Firefighting turnout gear, gloves, helmets, goggles, boots, hoods, flash lights, radios, Pages, cameras, axes, nozzles, hose, accountability tags, scba packs, scba masks, hand tools, power tools, generators, smoke ejectors, ladders, ropes, extrication tools, saws, pry bars, gas meters, hose wrenches, adapters, pike poles, batteries, fire extinguishers, water rescue equipment, salvage covers, salvage tools, rescue belts, water cans, fire line tape, foam, etc.

20138-50502 – Printing & Copying _____ **\$1,000**

Printed training materials, maps, standard operating guides, letterhead, envelopes for rescue billing, printer supplies, rescue billing forms, etc.

20138-50510– Vehicle Fuel _____ **\$18,000**

Fuel for 1 chief car, 3 fire apparatus, 2 service trucks, 3 ambulances, 3 ATV, 1 Jet Ski.
One house generator 3 small generators 4 chains saws

20138-50517 – Fire Prevention _____ **\$1,000**

This line is used for materials used in presenting fire prevention and education programs for school students and elderly residents.

20138-50536- EMS Supplies Equipment _____ **\$38,000**

Rescue (ambulance)

Medical supplies such as gloves, bandages, oxygen, medications (hospital provides most), cardiac monitor pads, patient stabilization kits, suction kits, suction pumps, IV kits, IO gun, emesis pails, bag/valve/mask, intubation tubes, thermometers, band aids, oxygen cannulas, trauma bags, respirators, blood pressure cuffs, stethoscopes, diabetic monitoring equipment & supplies, patient restraints, portable oxygen cylinders, IV pumps, IV warmers, tough books, drugs, etc.

March 28, 2018

To: Town Council

The members of the Finance Committee would strongly urge the Town Council to give serious consideration to the needs of the Waste Water Facility and the possibility of seeking a bond for the upgrade of this facility.

Further to this matter is that the Finance Committee believes that steps should be taken to bring the matter of financing the waste water charge system be brought into line with nearly every community in the state. Instituting a usage fee versus the flat fee charge is believed to be detrimental to the overall welfare of the majority of taxpayers and restricts the Town from accessing necessary funding that would assist with the needs of the facility.

There are three projects that we are recommending but at a reduction:

- Fire Station Facility Rehab Project – \$30,000 (reduced by \$50,000)
- Public Works Sidewalk Project – Old Orchard Street - \$100,000 (reduced by \$100,000)
- Public Works Building Repair – Oil/Utility Room - \$50,000 (reduced by \$50,000)

Members ultimately worked to produce a capital improvements budget proposal that was in line with the Town Manager's budget presentation and felt these three projects listed above warranted a definite need and perhaps appropriate funds over two or more years, or adjust the scope of the work in order to reduce the appropriation.

Members of the committee wish to express appreciation to Diana Asanza for the wonderful support of the committee in supplying the necessary material for us to accomplish our responsibility.

We also express appreciation to each department head for their preparation of material and their presentations.

Respectfully,

Todd Bassett, Chairman

Jim Duclos, Vice-Chair

Patricia Griffin, Finance Committee Member

William Berry, Finance Committee Member

FINANCE COMMITTEE RECOMMENDATIONS
SUMMARY OF FY 2019 CAPITAL PROJECTS

4/3/2018

Department	TODD	JIM	BILL	PAT	AVG	Dept. Priority	Project/Equipment Title	Dept Request	Finance Committee Recommendation
Administration									
Town Hall	1	2	1	1	1	1	Town Building CIP Reserve Fund	50,000	50,000
Town Hall	1	1	2	1	1	2	IT Replacement Plan	25,200	25,200
Town Hall	2	3	3	5	3	3	GIS Planimetric Mapping	34,000	
							Total Town Hall	109,200	75,200
Balpark	2	2	1	1	2	1	Engineer's Recommended Structural Repairs	60,000	60,000
Balpark						2	Fencing and Gate Repair/Replacement	6,250	6,250
Balpark	2	1	2	1	2	3	Lighting - Field, Lawn and Parking Lot areas	17,500	17,500
Balpark	4	3	5	1	3	4	Repair 2nd Set of Bathrooms	10,000	
							Total Balpark	83,750	73,750
Fire Dept	1	1	1	1	1	1	4X4 Pick Up Truck (Replace 1998 PU Truck 107K Miles)	40,000	40,000
Fire Dept	3	2	3	1	2	2	Fire Station Rehab and Repairs	60,000	30,000
Fire Dept	1	3	2	1	2	3	Turnout Gear	20,000	20,000
Fire Dept	1	4	4	5	4	4	Replace Extraction Tool	12,900	
Fire Dept	5	5	5	5	5	5	Deputy SUV	45,000	
							Total Fire Dept.	187,900	90,000
Police Dept	1	1	1	1	1	1	One Police cruiser and associated equipment	49,000	49,000
Police Dept	4	4	3	5	4	2	Side by Side ATV	11,300	
Police Dept	3	3	4	1	3	3	14 Single Spaced Parking Meters	14,000	14,000
Police Dept	2	4	2	5	3	4	15 Body Camera's	16,000	
Police Dept	3	5	5	5	5	5	Upgrade Off Site Camera's	50,000	
							Total Police Dept.	140,300	63,000
WWTF	1	1	1	1	1	1	Construct New Administration Building	see bond issue	see bond issue
WWTF	1	1	1	1	1	2	Plant Water System	266,000	266,000
WWTF	1	4	2	5	3	4	Replace West Grand PS Grinder	60,000	
WWTF	3	5	5	5	5	5	Mezzanine for ESB	20,000	
WWTF	3	4	5	5	4	6	Pave Paths at WWTF	30,000	
WWTF	1	1	3	5	3	7	Replace Halfway PS Grinder and Pump	55,000	55,000
							Total Waste Water Facility	431,000	321,000
Public Works									
Stormwater	1	1	1	1	1	1	Temple and Saco Ave (Halfway)	90,000	90,000
Stormwater	1	2	3	1	2	2	West Grand (Seal Box Culvert)	40,000	40,000
Stormwater	2	3	4	5	4	3	Ocean Park Area (replace catch basins and outfall pipes)	30,000	
Stormwater	2	1	2	5	3	4	Outfall Cleaning	50,000	50,000
							Total Public Works - Stormwater	210,000	180,000
Sidewalks	1	1	1	1	1	1	Saco Ave (Halfway)	90,000	30,000
Sidewalks	1	2	2	2	2	2	Old Orchard Street (South Side 800')	200,000	100,000
Sidewalks	2	3	3	2	3	3	Union (Repairs)	30,000	30,000
Sidewalks	2	4	4	2	3	4	Seavey Street	15,000	
							Total Public Works - Sidewalk	275,000	160,000
Sewer	1	1	1	1	1	1	9th Street (175')	45,000	45,000
Sewer	1	1	2	2	2	2	Forthill Ave (Saco Ave - Westland) (500')	87,000	87,000
Sewer	2	3	3	3	3	3	8th Street (250')	44,000	44,000
Sewer	2	3	4	4	3	4	11th Street from (Evergreen to Xcountry) (300')	50,000	
Sewer	2	3	5	5	4	5	Old Salt Rd (Spot Repair)	10,000	
Sewer	2	3	5	5	4	6	West Grand Ave (Seal 8 SMH's)	10,000	
							Total Public Works - Sewer	246,000	176,000
Road Maintenan	1	2	1	1	1	1	Lewis	30,000	30,000
Road Maintenan	1	2	2	2	2	2	Patoine	60,000	60,000
Road Maintenan	1	2	3	3	2	3	Morrison	30,000	30,000
Road Maintenan	1	2	4	4	3	4	West Tioga	30,000	30,000
Road Maintenan	1	2	5	5	3	5	Seavey St	30,000	
Road Maintenan	2	2	5	5	4	6	West Grand AVE Temple - Town line	100,000	
							Total Public Works - Roads Maintenance	280,000	160,000
Equipment	1	1	1	1	1	1	Curb Machine	15,000	15,000
Equipment	2	1	2	5	3	2	Ribbon Snow Blower	18,500	18,500
Equipment	1	2	3	5	3	3	Push Camera for Small Sewer Lines	15,000	15,000
							Total Public Works - Equipment	48,500	48,500
Bldg Repair	3	3	3	3	3	3	Oil / Utility Room	100,000	50,000
Bldg Repair	2	2	2	2	2	2	Back Building Repairs Roof/Siding Metal Roof	35,000	35,000
Bldg Repair	1	2	1	1	1	1	Electrical Panel for Truck Heaters	10,000	10,000
							Total Public Works - Other	145,000	95,000
Memorial Park	3	1	1	1	2	1	Master Plan - Memorial Reflection Walkway & Panels	150,000	150,000
							Total Veterans Memorial Park	150,000	150,000

Prepared by: Diana H. Asanza, Treasurer-Finance Director

ADJOURNMENT:

The Chair thanked the Chief and his staff for their presentation and acknowledged the excellent work that has been done by the staff at the Fire Department and encouraged continued moving forward on the development of procedures and policies.

The Workshop ended at 8:45 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 twenty-seven (27) pages is a copy of the original Minutes of the Town Council Workshop of April 3, 2018.

V. Louise Reid