

**TOWN OF OLD ORCHARD BEACH  
TOWN COUNCIL MEETING  
Tuesday, February 5, 2019  
TOWN HALL CHAMBERS  
6:30 p.m.**

A Town Council Meeting of the Old Orchard Beach Town Council was held on Tuesday, February 5, 2019. Chair Thornton opened the meeting at 6:32 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

**ACKNOWLEDGEMENTS:**

**ACCEPTANCE OF MINUTES:** Town Council Meeting Minutes of January 15, 2019.

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

**VOTE:** Unanimous.

**GOOD AND WELFARE:**

**PUBLIC HEARING: BUSINESS LICENSES**

**CHAIR:** I open this Public Hearing at 6:32 p.m.

DG Retail LLC dba/Dollar General (309-9-33), 19 Heath Street, Retail LLC dba/Dollar General (309-9-33), 19 Heath Street, Retail, Victualers w/o Prep - w/beer – pending State approval of Liquor License - Commercial Property License; Samuel Dupuis dba/Echo Motel (304-5-4), 8 Traynor Street, Motel – 21 Units - year round; Matthew Barone (210-2-21-6), 10 Ocean Park Road - #6, year round Condo rental; Peter & Lisa Guidi dba/Seagrass Inn (formerly Flagship Motel), (310-7-6), 50 West Grand Avenue, Motel – 30 Units – seasonal rental; Lori Pearlo dba/Mermaid Villas (305-6-11-6), 66 East Grand Avenue, #6 - Studio – year round rental; Deborah Heinly (318-8-6-8A), 146 West Grand Avenue, #8A, year round Condo rental; and Richard & Tracy Regan (323-7-7), 10 Maine Avenue, single family year round rental.

**CHAIR:** I close this Public Hearing at 6:33 p.m.

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

**VOTE:** Unanimous.

## **TOWN MANAGER'S REPORT:**

The Town Manager reported that with respect to property taxes he wanted to once again remind residents who own their own home and whose primary residence is in Old Orchard Beach about the Homestead Exemption. This Property Tax Relief is available to any Homeowner who is a full time resident, regardless of age or income. Under the Homestead Program your tax bill is reduced by just over \$300. This can be a significant savings for many of our Homeowners, 10% for homes valued at \$200,000. For those who own a mobile home the Homestead Exemption could be a savings of as much as 50% of your tax bill. So if you are a year round Homeowner and don't think you are receiving the Homestead Exemption, please call the Assessor's Office at Town Hall to ask about the program; or go to the Assessor's Department's page on the Town's Website for information. To qualify for the upcoming tax year you have to file an application no later than April 1<sup>st</sup> of 2019. This is a one-time application as long as you continue to live at the same property; not something that needs to be done each year. The 2019/2020 tax year will see the Town initiating a new program to provide Property Tax Assistance to year round residents who are at least 70 years of age and who have resided in Old Orchard Beach for at least the past ten years. A Workshop was held on this new program on January 22<sup>nd</sup> here at Town Hall with a good attendance. You can still view the Workshop which was recorded by going to the Town's Website and clicking on the Meeting Videos button. Select Old Orchard Beach and then look for the January 22<sup>nd</sup> meeting option; or call the Town Manager's Office at 937-5626 to ask for more information. The Town will be holding a Job Fair on Saturday, March 16<sup>th</sup> from 9:00 a.m. to 2:00 p.m. right here in the Town Council Chamber at Town Hall. This is both for summer seasonal and year round employment. Seasonal positions include recreation councilors, reserve police, public works seasonal employees, etc. Come to us to get more information or come dressed for an interview because we will offer immediate interviews for most positions. If you are interested in being a summer Reserve Officer or a Per Diem Firefighter you need to register ahead of time for an appointment. Go to the Town Website for information or call the Human Resource Manager's office at 937-5632. The Town Manager met with the Department of Transportation and Town staff to discuss the paving project for Saco Avenue to take place this fall. It will include some sidewalk improvements and a slight widening of the paved road shoulders to make the road a bit more friendly. This project will take place between Union Avenue and Saco line at I-195.

## **NEW BUSINESS:**

# 7309      Discussion with Action: Grant the authority to the Finance Director/  
Treasurer to disburse payroll checks with only one Town Councilor's  
signature in accordance with M.R.S.A., Title 30A, Section 5603(2)(A)(1).

## **BACKGROUND:**

### **TOWN OF OLD ORCHARD BEACH**

#### **POLICY ON TREASURER'S DISBURSEMENT WARRANTS FOR EMPLOYEE WAGES AND BENEFITS**

**Purpose.** This policy allows designated municipal officers (selectmen or councilors), acting on behalf of the full board of municipal officers, to review, approve, and sign municipal treasurer's disbursement warrants, for wages and benefits only.

Policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits.

Delegation of authority. Pursuant to 30-A, M.R.S.A., Section 5603(2)(A)(1), the following authority is granted with respect to treasurer's disbursement warrants for municipal employee wages and benefits only:

Current municipal officers. The municipal officers in office at the time of execution of this policy are: Chair Joseph Thornton, Vice-Chair Shawn O'Neill, Councilor Kenneth Blow, Councilor Jay Kelley, and Councilor Michael Tousignant.

Any one of the municipal officers named above, acting alone, may review, approve, and sign such warrants.

Effective date. This policy becomes effective on the date indicated below.

Copies. The Chair of the municipal officers will furnish copies of this policy to the municipal clerk and to the municipal treasurer. If the clerk and the treasurer are the same person, a copy shall nonetheless be provided to that person in each capacity.

Lapse. This policy lapses one year after its effective date, if not sooner amended or canceled.

Renewal. This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date, unless a sooner date of expiration is specified.

Reminder. If the municipal treasurer is an appointed official, the treasurer shall remind the municipal officers to consider renewing this policy annually before it lapses. If the municipal treasurer is an elected official, the treasurer is requested to provide such an annual reminder.

Original. The Chair of the municipal officers will maintain the original of this policy on file unless the municipal clerk is an appointed official, in which case the clerk shall maintain it on file, if requested to do so by the Chair.

**MOTION:** Councilor Blow motioned and Councilor Tousignant seconded to Grant the authority to the Finance Director/Treasurer to disburse payroll checks with only one Town Councilor's signature in accordance with M.R.S.A., Title 30A, Section 5603(2)(A)(1).

**VOTE:** Unanimous.

**# 7310 Discussion with Action:** Approve the Proposal from Maher Corporation for the purchase of two (2) actuators in the amount of \$13,258, from Account Number 20161-50330 – Wastewater Equipment Replacement, with a balance of \$16,781.45.

**BACKGROUND:**

**Subject: Replacement valves and actuators for the aeration tanks**

The Wastewater Department is requesting funds to replace the actuators on the aeration tank valves. The actuators quoted are a direct replacement. One of the actuators has failed which means the valve will not work in an automated mode. The Superintendent is requesting that we replace both actuators on an expedited basis; adding \$500 for freight costs.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Approve the Proposal from Maher Corporation for the purchase of two (2) actuators in the amount of \$13,258, from Account Number 20161- 50330 – Wastewater Equipment Replacement, with a balance of \$16,781.45.

**VOTE:** Unanimous.

AR Control Services, LLC  
 531 Emerys Bridge Rd  
 South Berwick, ME 03908

QUOTE# CS01241900B-1

Phone: 207-752-2055  
 E-mail: arackliff33@gmail.com

COMPANY: Old Orchard Beach WWTF  
 TO: Mike Hersey, Chris White

DATE: 1/24/2019

Payment is net thirty days labor cost, parts or assemblies. Quotation is valid for 30 days.

ITEM	QTY	DESCRIPTION	EACH	TOTAL COST
1	2	EIM Tec2 Replacement actuator	\$7740.00	\$15,480.00
<del>2</del>	<del>2</del>	<del>6" Pratt 2FH 150B AWWA butterfly valves Buna seat</del>	<del>\$843.75</del>	<del>\$1687.50</del>
<del>3</del>	<del>8hr.</del>	<del>Shop labor</del>	<del>\$100.00</del>	<del>\$800.00</del>
<del>4</del>	<del>2</del>	<del>Drive nut machining</del>	<del>\$300.00</del>	<del>\$600.00</del>
5	1	Shipping Cost	\$475.00	\$475.00
		Note: Expedited Delivery		
		Lead Time: 4-5 Weeks		
			Total:	\$19,042.50

16315

Comments & Clarifications: The price on this quote is an estimate only. Should the need for additional charges be discovered when work has begun or during startup this quote will be adjusted to reflect the additional cost. I will notify you prior to any additional added cost needed for this quoted service.

If you have any questions, please feel free to contact AR Control Services, LLC @ 207-752-2055.

Service Work Approved By: \_\_\_\_\_ Date: \_\_\_\_\_ P.O. # \_\_\_\_\_

Authorized By: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

**The Maher Corporation**  
 Water & Wastewater Process, Pumping & Valve Systems

192 Pleasant Street  
 Rockland, MA 02370

Phone :: 781-421-2800  
 Fax :: 781-878-1219

**Quote**

Quote No. :: 6567  
 Attention :: Chris White  
 Phone :: (207) 934-4416  
 Fax ::  
 Pages :: 1 of 1

Quote To: **Old Orchard Beach, Town Hall**  
 c/o WWTP  
 1 Portland Avenue  
 Old Orchard Beach, ME 04064

Ship To: **Old Orchard Beach WWTP**  
 24 Manor Street  
 Ocean Park, ME 04063

Quote Date :: 01/25/19

Sales Rep :: David Wilkinson

Freight :: Not Included

Expires On :: 02/24/19

Terms :: Net 30

Desc. :: EIM Actuator

Quantity			Item Number	Description	Unit Price	Amount
Required	Shipped	B.O.				
1				EIM TEC2 Actuator Model P2G1-1. 208 Vac, 3 Phase, 60 Hz. With FUTRONIC IV MODULATING. Replacement of Serial # 099988A	6379.00	6379.00

EXPEDITED 4-5 WEEK OPTION

Start-Up not included  
 Actuator is shipped with a blank  
 stem nut. Machining by others

Quote subtotal

6379.00

Quote total

X 2  
~~6379.00~~

12758

Shipping 500

13258

**# 7311 Discussion with Action: Move Marianne Hubert from an Alternate to a Regular Member of the Planning Board, term to expire 12/31/ 20; Appoint Christopher Hitchcock as an Alternate Member of the Planning Board, term to expire 12/31/19.**

**BACKGROUND:**

**MOTION: Councilor Tousignant motioned and Councilor Kelley seconded to Move Marianne Hubert from an Alternate to a Regular Member of the Planning Board, term to expire 12/31/ 20; Appoint Christopher Hitchcock as an Alternate Member of the Planning Board, term to expire 12/31/19.**

**VOTE: Unanimous.**



TOWN OF OLD ORCHARD BEACH  
1 PORTLAND AVENUE  
OLD ORCHARD BEACH, MAINE 04064

Return: Town Clerk's Office  
1 Portland Ave  
Old Orchard Bch, ME

The Town Council members are inviting residents interested in serving on various boards/committees to make an application.

NAME Christopher B. Hitchcock DATE December 20, 2018

ADDRESS 4 Oakmont Drive, Old Orchard Beach, ME HOME PHONE 617-794-8857 (cell)

MAILING ADDRESS (if different from above) \_\_\_\_\_

E-MAIL ADDRESS: cbhma@me.com FAX NUMBER: None

EMPLOYER NAME: Retired WORK PHONE N/A

HOW LONG A RESIDENT Part-time since 11/04 ARE YOU A U.S. CITIZEN? Yes  
PT & ME: resident-11mo

Are you a registered voter in Old Orchard Beach?  YES  NO

Do you own property in Old Orchard Beach?  YES  NO

Do you have conflicts with meeting times or group assignments?  YES  NO  
No sure how to answer, so see attached addendum.

If you have previously served on any Boards/Committees in the Town of Old Orchard Beach, please describe your experience:  
N/A

Are there other background experiences or skills that you feel would contribute to this appointment?  
See attached addendum.

Why are you interested in this appointment, and what are your goals for this Board/Committee?  
See attached addendum.

  
Signature

PLEASE CHECK AREA OF INTEREST

- |   |  |
|---|--|
| <input type="checkbox"/> Finance Committee            | <input type="checkbox"/> Ordinance Revision Committee                |
| <input type="checkbox"/> Conservation Commission      | <input type="checkbox"/> Recycling Committee                         |
| <input checked="" type="checkbox"/> Planning Board    | <input type="checkbox"/> Board of Assessment Review                  |
| <input type="checkbox"/> Zoning Board of Appeals      | <input type="checkbox"/> Recreation Committee                        |
| <input type="checkbox"/> Design Review Committee      | <input type="checkbox"/> Community Development Block Grant Committee |
| <input type="checkbox"/> Registration Appeals Board   | <input type="checkbox"/> Business License Administrative Board       |
| <input type="checkbox"/> Community Animal Watch       | <input type="checkbox"/> Ballpark Commission                         |
| <input type="checkbox"/> Comprehensive Plan Committee |  |

Any other committee—Name of Committee: \_\_\_\_\_

Revised: 3/2011



# 7312 Discussion with Action: Approve the purchase of an Odor Control System and Cover for the Primary Sludge Holding Tank from the Maher Corporation, in the amount of \$104,500, from Account Number 30181-50551 – Sewer Reserve Equipment Capital, with a balance of \$1,071,659.06.

**BACKGROUND:**

This item was on the previous agenda but was Removed without Prejudice for more information to be provided by the Superintendent of Waste Water. Below is information he has provided:

**ANUA proposal from Wescor**

Cost for odor control unit and aluminum cover presented on 12/3/18: \$124,750

Revised cost presented on 01/10/19: \$107,500

Media type: Seashells

Estimated life of media: Three to five years

System removal design: 99% of Hydrogen Sulfide

Estimated media cost: \$3850

Requirements: Concrete pad, water supply (heat traced) and power

**Reference #1**

Installation contacted: Biddeford WWTF

Position contacted: Chief Operator

Age of media: Current media is 1.5 years old and shows no signs of degrading.

Prior disposal: WWTF and PW staff removed and disposed of previous media.

Comments: Media is effective at drastically reducing odors.

**Reference #2**

Installation contacted: Plymouth Massachusetts Pine Hills WWTF

Position contacted: Area manager for the engineering firm of Woodard and Curran.

Age of media: Current media is 1.5 years old and shows no signs of degrading.

Prior disposal: None

Comments: Media is effective at drastically reducing odors. System has since been expanded to treat multiple sources of odors.

**ECS proposal from Maher**

Cost for odor control unit and aluminum cover presented on 12/10/18: \$104,500

Media type: Activated Carbon

Estimated life of media: Three years

System removal design: 99% of Hydrogen Sulfide

Estimated media cost: \$3740

Requirements: Concrete pad and power

**Reference #1**

Installation contacted: Scarborough WWTF

Position contacted: Superintendent

Age of media: Two installations are changed annually at a total cost of \$12000.

Prior disposal: Initial changes were done with PW staff but since they have hired Ted Berry Company to clean out units and dispose of material. Cost for Ted Berry services and disposal at ECO Maine estimated at \$3000. ECO Maine did not return my call.

Comments: Media is effective at drastically reducing odors.

Reference #2

Installation contacted: Dover NH WWTF

Position contacted: Superintendent

Age of media: Six years. This is set up with renewable media and a wash system. This was not recommended by vendor due to the size of our unit.

Prior disposal: None

Comments: Media is effective at drastically reducing odors.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Approve the purchase of an Odor Control System and Cover for the Primary Sludge Holding Tank from the Maher Corporation, in the amount of \$104,500, from Account Number 30181-50551 – Sewer Reserve Equipment Capital, with a balance of \$1,071,659.06.

**VOTE:** Unanimous.

**# 7313** Discussion with Action: Approve the Special Event Permit application for the Eastern Trail Alliance to hold the "Maine Lighthouse Bike Ride" Saturday, September 7<sup>th</sup>, 2019, from 7 a.m. to 3 p.m.; Rest stop in Memorial Park and Heath Street; 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 Kelley motioned and Councilor Blow seconded to Approve the Special Event Permit Application as read.

**VOTE:** Unanimous.

**\$ 7314** Discussion with Action: Set a Public Hearing of February 19, 2019 to discuss acceptance of Community Development Block Grant Funds, in an amount not to exceed \$1,000,000, from the State Department of Economic and Community Development for the improvement of water, sewer and storm water infrastructure on portions of Washington Avenue, Fern Avenue, and West Old Orchard Avenue.

**BACKGROUND:**

The Town Council and the Public will be updated on approving and accepting the Community Development Block Grant (CDBG) for the improvement of water, sewer and storm water infrastructure on portions of Washington Avenue, Fern Avenue and West Old Orchard Avenue.

**MOTION:** Councilor Tousignant motioned and Councilor Blow seconded to Set a Public Hearing of February 19, 2019 to discuss acceptance of Community Development Block Grant Funds, in an amount not to exceed \$1,000,000, from the State Department of Economic and Community Development for the improvement of water, sewer and storm water infrastructure on portions of Washington Avenue, Fern Avenue, and West Old Orchard Avenue.

**VOTE:** Unanimous.

Phase II Public Hearing Notice to comply with Title VI Requirements

Public Hearing Notice  
The Town of Old Orchard Beach

The Town of Old Orchard Beach will hold a Public Hearing on FEBRUARY 19, 2019, at 6:30 pm, at the Town Office to discuss acceptance of a Public Infrastructure CDBG Grant. The purpose of the grant is to make improvements in water, sewer, and storm water infrastructure on portions of Washington Avenue, Fern Avenue, and West Old Orchard Avenue. Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds are invited to attend this Public Hearing. Comments may be submitted in writing to: Larry S. Mead, Town Manager at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the Town's programs or services, please call Larry S. Mead, Town Manager, 937-5626, so that accommodations can be made.



Town of Old Orchard Beach  
1 Portland Avenue  
Old Orchard Beach ME 04064-1460  
937-5626

# 7315 Discussion with Action: Convey eighteen (18) tax acquired properties of The Village at Pond View Woods LLC: as indicated below and on the Official Tax Maps for the Town of Old Orchard Beach to the former owner –The Village of Pond View LLC, for the total amount of outstanding taxes, FY19 taxes, and accumulated interest, penalties, and legal costs due on the effective date of conveyance.

00103-00001-00408	\$1135.78	16 CASEY LN
00103-00001-00409	\$1142.48	17 CASEY LN
00103-00001-00410	\$1106.15	15 CASEY LN
00103-00001-00411	\$1102.81	4 BOUCHARD CT
00103-00001-00412	\$1106.04	6 BOUCHARD CT
00103-00001-00413	\$1102.81	8 BOUCHARD CT
00103-00001-00414	\$1106.04	10 BOUCHARD CT
00103-00001-00415	\$1158.93	15 BOUCHARD CT
00103-00001-00416	\$1107.58	13 BOUCHARD CT
00103-00001-00417	\$1130.83	11 BOUCHARD CT
00103-00001-00418	\$1130.83	9 BOUCHARD CT
00103-00001-00419	\$1153.91	7 BOUCHARD CT
00103-00001-00420	\$1119.26	5 BOUCHARD CT
00103-00001-00421	\$1150.67	3 BOUCHARD CT
00103-00001-00427	\$3868.22	8 PAIGE AVE
00103-00001-00431	\$3907.88	5 CASEY LN

There was discussion amongst the Council whether to retain one buildable lot till the work completed in Phase 1 and 2; or convey all or a portion of when the work is completed. It was decided that the Council would request to Move into Executive Session.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Move into Executive Session to discuss possible conveyance of eighteen (18) tax acquired properties of The Village at Pond View Woods LLC: as indicated below and on the Official Tax Maps for the Town of Old Orchard Beach to the former owner –The Village of Pond View LLC, for the total amount of outstanding taxes, FY19 taxes, and accumulated interest, penalties, and legal costs due on the effective date of conveyance.

**VOTE:** Unanimous.

**# 7316 Executive Session:** Discussion of the Old Orchard Beach Waste Water Employee's Association Collective Bargaining Agreement pursuant to 1 M.R.S.A., Section 405(6)(D). (Note: This item discusses labor negotiations, and the Council anticipates that the discussion portion will occur in Executive Session.)

**MOTION:** Councilor Tousignant motioned and Councilor Kelley seconded to Enter into Executive Session - Discussion of the Old Orchard Beach Waste Water Employee's Association Collective Bargaining Agreement pursuant to 1 M.R.S.A., Section 405(6)(D). (Note: This item discusses labor negotiations, and the Council anticipates that the discussion portion will occur in Executive Session.)

**VOTE:** Unanimous.

**MOTION:** Councilor Tousignant motioned and Councilor Kelley seconded to Exit Executive Session at 6:50 p.m.

**VOTE:** Unanimous.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Enter Executive Session for discussion regarding the sale of tax acquired property at 6:55 p.m. (Note: This item discusses real property defined under Title 1 M.R.S.A. Section 405(6)(C) and the Council anticipates that the discussion will occur in Executive Session.)

**# 7317 Executive Session:** Discussion regarding the sale of tax acquired property. (Note: This item discusses real property defined under Title 1 M.R.S.A. Section 405(6)(C) and the Council anticipates that the discussion will occur in Executive Session.)

**MOTION:** Councilor Blow motioned and Councilor Tousignant seconded to Executive Session: Discussion regarding the sale of tax acquired property. (Note: This item discusses real property defined under Title 1 M.R.S.A. Section 405(6)(C) and the Council anticipates that the discussion will occur in Executive Session.)

**VOTE:** Unanimous.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Exit Executive Session at 9:40 p.m.

**ADJOURNMENT:**

**MOTION:** Councilor Tousignant motioned and Councilor Blow seconded to adjourn the Town Council Meeting at 9:45 p.m.

**VOTE:** Unanimous.

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 twelve (12) pages is a copy of the original Minutes of the Town Council Meeting of February 5, 2019.

V. Louise Reid