

**TOWN OF OLD ORCHARD BEACH  
TOWN COUNCIL MEETING  
Tuesday, May 1, 2018  
TOWN HALL CHAMBERS**

A Town Council Meeting of the Old Orchard Beach Town Council was held on \_\_\_\_\_, 2018. Chair Thornton opened the Workshop 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  
Finance Director Diana Asanza

Absent: Vice Chair Shawn O'Neill

**GOOD AND WELFARE:**

**ATTORNEY GENE R. LIBBY – Attorney Libby came to speak on behalf of Walter and Shirley Murphy of 184 Portland Avenue regarding an ongoing ordinance/license and code of ethics issue. He indicated that this is zoned as rural and as such everyone is anxious to have a quiet life which gives it value. The issue is the business being conducted by the MacDonald family which involved unlicensed excavating equipment and the need to consider that the ordinance is not being adhered to both in the area of equipment but also sewage disposal/storage unit (frack tank) business. He listed a number of violations of equipment on their property as well. He reminded the Town Council of their ethical responsibility and the fact that he has had correspondence to the Administration on November 11, 2017, January 25, 2018 and again on February 8, 2018 and the situation has not been resolved. Not only is the issue noise, odor and traffic but the issues of the responsibility of the Town Council to adhere to the Code of Ethics which each of them signed. He then spoke of Paragraph Four and Five of the Code of Ethics signed by the Council. “4. It is the obligation of every public official to faithfully discharge the duties of his/her office. In the conduct of public business, no public official shall be excused from voting except on matters involving consideration of his/her own official conduct, or where his/her financial interests are involved. Every public official shall make full and timely disclosure of any personal or financial interest, or where other interests of the official impair the official’s ability to act fairly and impartially which he has in any matter of public business to be transacted before him/her. 5. The conduct of public business shall be free of any influence arising from gifts, favors or special privileges. It is the obligation of every public official and employee to refuse personal gifts, favors or special privileges in every instance where such public official or employee reasonably believes such gift, favor or special privilege would not have been extended but for the position of such public official or employee, or where there exists a reasonable belief that the giver’s interests are likely to be affected by the actions of the public official or employee, or where the gift is or may reasonably be considered to be designed to influence the actions of the public official or employee. No public official or employee shall seek personal or financial advantage by**

means of his/her public office, appointment or employment.” He then raised the question of why this business is being given special treatment and privileges and again that the ultimate authorization of the ordinance and enforcement needs to be addressed immediately. He indicated it was inappropriate for the Planning Board to be addressing this but rather it is the ethical responsibility of the Town Council to address the legal and ethical issues immediately.

**ACCEPTANCE OF MINUTES:** Town Council Meeting Minutes of April 17, 2018; and Town Council Workshop Minutes of April 17, 2018.

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

**VOTE:** Unanimous.

**PUBLIC HEARING: BUSINESS LICENSES AND APPROVAL:**

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

Royal Anchor Inc./Mark Bureau dba/Water’s Edge Snack Shack at The Royal Anchor (202-1-5), 203 East Grand Avenue, Victualers with Preparation with Beer, Wine and/or Liquor on Premises; Cheryl Dornan dba/Crushed Nuts Peanut Butter (205-1-16), 10 B Street, Victualers with Preparation and No Alcohol Sales; Sizzle’s Deep Fried LLC/Karen Novak dba/Sizzle’s Deep Fried (206-31-1-D), 17D Old Orchard Street, Victualers with Preparation and No Alcohol Sales; and Funky Mugs Face Painting, LLC/Sandie Whitman dba/Funky Mugs Face Painting (307-2-1-F), Palace Playland – 1 Old Orchard Street – Personal Service.

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

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

**VOTE:** Unanimous.

**PUBLIC HEARING: AMUSEMENT PERMITS AND APPROVAL:**

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

Royal Anchor Inc./Mark Bureau dba/Royal Anchor (202-1-5), 203 East Grand Avenue, Live Music – Outside – 12:00 p.m. – 7:00 p.m.; Pun Saloon LLC dba/Uptown O’Leary’s Public House (206-31-9-A), 41 Old Orchard Street, Blues Trios Inside – 8:00 p.m. – 12:00 a.m.; Jumpin Jake’s Cafe LLC dba/Jumpin Jake’s Café (208-3-3) 181 Saco Avenue, Music Amplified Outside & Inside- 12:00 p.m. – 12:00 a.m.; Surf’s Up LLC dba/Surf-6 Restaurant (306-2-9-A), 2 Cortland Street, Acoustical & Amplified Music – Outside and Inside – 11:00 a.m. – 1:00 a.m.; TPR Inc. dba/Bull & Brew Winhouse (306-5-2), 6 East Grand Avenue, DJ’s, Bands, Solo, Duets, Outside and Inside – 12:00 p.m. – 1:00 a.m.; TPR Inc. dba/Tequila Frogs Local Cantina (306-5-3), 8 East Grand Avenue, Solo, Duets, DJ – Outside and Inside – 12:00 p.m. – 1:00 a.m.; Patio Pub Inc. dba/Hooligan’s Landing (306-6-1-DD), 2 Old Orchard Street, Solo, Duets, DJ, Comedy, Inside – 11:00 a.m. – 1:00 a.m.; and Patio Pub Inc. dba/Pier Patio Pub (306-6-1-J), 2 Old Orchard Street, Bands, Amp, DJ, Solo, Comedy – Outside and Inside – 11:00 a.m. – 1:00 a.m.

**CHAIR:** I close this Public Hearing at 6:41 p.m.

**MOTION:** Councilor Tousignant motioned and Councilor Blow seconded to Approve the Amusement Permits as read.

**VOTE:** Unanimous.

**PUBLIC HEARING:** LIQUOR LICENSES AND APPROVAL - NEW

**CHAIR:** I open this Public Hearing at 6:41 p.m.

Royal Anchor Inc./Mark Bureau dba/Royal Anchor (202-1-5), 203 East Grand Avenue, m-s-v in a Hotel – Food Optional.

**CHAIR:** I close this Public Hearing at 6:41 p.m.

**MOTION:** Councilor Tousignant motioned and Councilor Kelley seconded to Approve the Liquor Licenses as read.

**VOTE:** Unanimous.

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

The Town Manager reported that on Thursday, May 10<sup>th</sup> that Town Hall will open two hours later than usual at 10:00 a.m. so that all Town Hall staff can participate in emergency response training that will be provided by our Police and Fire Departments. Once again, Thursday, May 10<sup>th</sup> Town Hall will open at 10:00 a.m. instead of the usual 8:00 operating for staff training in emergency response. The Town Manager also welcomed Tim Nelson back to our Code Enforcement Office. Tim will be serving as Deputy Code Enforcement Officer working twenty hours per week. Tim has worked at the Town in the past so he is familiar with Old Orchard Beach. He is a very experienced municipal code official. Having him on staff will really help the Code office to respond to service requests. Spring work is proceeding in the Public Works department with our crews busy cleaning up after winter's handy work, including catch basin cleaning, sign repairs, patching of pot holes, and planting new trees in the Town Square. In addition you will note that crosswalks and intersections are being re-stripped. Lane markers will follow later this month. Paving work has begun last week in Ocean Park on Maine Avenue and Royal Avenue. Manor Street and West Tioga will also be paved in the next week or two. On Tuesday, May 15<sup>th</sup> the RSU23 will hold the required School Budget Meeting at which time voters will consider warrant articles for seventeen separate cost centers that comprise the FY19 School Budget in Old Orchard Beach. The meeting starts at 6:00 p.m. at the High School. This is a very important meeting because it will determine what amount of property tax support will be sent to voters in June. The School Budget approval process can be confusing because there are two different times that registered voters are asked to turn out to vote on the budget. The first part of the process is this meeting on May 15<sup>th</sup> at 6:00 p.m. at the High School. This meeting is similar to the Town Meeting process that most towns in Maine used to use. On May 15<sup>th</sup> registered voters only attend and vote on seventeen different warrant articles that cover seventeen cost centers required by State Law. At this meeting voters can decide to increase, decrease, or stay with the recommended budget amount for each article. It's done the old fashioned way where you raise your hand to vote for or against each article. The budget that the Superintendent proposed and that was approved by the School Board does not raise local property taxes in FY19. This budget will be voted on at the May 15<sup>th</sup> meeting. The Town Manager strongly encouraged OOB registered voters to attend the May 15<sup>th</sup>

meeting and to support the School Board's proposed budget in order to ensure that school taxes will not increase next year. The Town is going out to bid for sale of property at 10 Goodwin Avenue which was taken as foreclosed property.

**NEW BUSINESS:**

# 7147 Discussion with Action: Act on Warrant and Notice of Election calling a Regional School Unit No. 23 Budget Validation Referendum for June 12<sup>th</sup>, 2018.

**BACKGROUND:**

This is the formal measure in notification of Election Referendum.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Act on Warrant and Notice of Election calling a Regional School Unit No. 23 Budget Validation Referendum for June 12<sup>th</sup>, 2018.

**VOTE:** Unanimous.

# 7148 Discussion with Action: Appoint Timothy Nelson as Deputy Code Enforcement Officer, Deputy Electrical Inspector, and Deputy Licensing Plumbing Inspector, terms to expire 07/01/2018.

**MOTION:** Councilor Blow motioned and Councilor Kelley seconded to Appoint Timothy Nelson as Deputy Code Enforcement Officer, Deputy Electrical Inspector, and Deputy Licensing Plumbing Inspector, terms to expire 07/01/2018.

**VOTE:** Unanimous.

# 7149 Discussion with Action: Approve the quote from Pillar Design Studios, in the amount not to exceed \$60,000, from Account Number 51002-50837 - CIP General Fund – Skate Park; to design and construct a cast in place concrete Skate Park, referred to as Phase 2 of the OOB Skate Park.

**BACKGROUND:**

Phase 1 of the Old Orchard Beach Skate Park was completed in May of 2015. Within the first phase was the clearing of the lot, earthwork and drainage; construction of the Skate Bowl; and flow Street section. The funding for Phase 2 is broken down as follows:

\$40,000 from the capital improvement budget voted on by the Town Council; and \$20,000 from fundraising; for a total of \$60,000. The Recreation Department is still fundraising for the project. The Request for Quote – Specialty Skate Park Contractor Proposal for the Town - was seeking to prequalify the Specialty Skate Park Contractor to design and construct a cast in place concrete Skate Park. This would be approximately 10,000 square feet at our current Skate Park, with a budget for design, engineering and construction of approximately \$60,000. Even though, the RFQ was distributed through Skate Park Contractors, as well as on our Website and e-mail blasts, we only received one quote. We did have some inquires and questions from other companies but never received a quote. It is possible that we only received on bid due to the size of the project in relation to our budget constraints. Jason Webber, Recreation Director and Diana Asanza, Finance Director, conducted a phone interview. After the interview, we recommend that the Town

**Council approve the bid from Pillar Design Studios/Artisan Skate Parks, for the following reasons:**

- 25 year experience.
- Specialize in Skate Park Planning,
- Design and Construction Services.
- Unique to the Skate Park industry - they handle all design and planning in-house.
  - Extensive experience with in-kind donations.
- Determined to provide the high quality Skate Park.
  - Designed Phase 1 of our current Skate Park.
- Recently completed a project in Bar Harbor, Maine with similar budget and built at Skate Park valued of \$120,000 with in-kind services.

**MOTION:** Councilor Tousignant motioned and Councilor Kelley seconded to Approve the quote from Pillar Design Studios, in the amount not to exceed \$60,000, from Account Number 51002-50837 - CIP General Fund – Skate Park; to design and construct a cast in place concrete Skate Park, referred to as Phase 2 of the OOB Skate Park.

**VOTE:** Unanimous.

# Town of Old Orchard Beach Maine



Town of Old Orchard Beach, Maine  
NOTICE OF REQUEST FOR QUALIFICATIONS  
SPECIALTY SKATE PARK CONTRACTOR  
January 31, 2018

Larry S. Mead, Town Manager  
Town of Old Orchard Beach  
1 Portland Ave.  
Old Orchard Beach ME 04064

# Town of Old Orchard Beach

RFQ- Specialty Skate Park Contractor - continued

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## OBJECTIVES

The Town of Old Orchard Beach, Maine is seeking to prequalify a Specialty Skate Park Contractor to design and construct a cast in place concrete skate park, approximately 10,000 square feet in size, in Old Orchard Beach, Maine, with a budget for design, engineering and construction of approximately \$60,000.00. After prequalification, the Town will provide prior construction documents and negotiate a price with the successful skate park contractor.

The Town of Old Orchard Beach is an equal opportunity employer and requires all contractors, consultants, etc. to comply with all applicable federal and state laws and regulations.

## A. SUBMISSION INFORMATION AND REQUIREMENTS

Each firm will submit two (2) proposals signed with the firm's name and bear the handwritten signature of an officer or employee having authority to bind the company by his or her signature. The Town of Old Orchard Beach will accept only those sealed proposals, either hand delivered or received via U.S. Mail or other commercial carrier. Items transmitted by facsimile or electronically will not be accepted. Late receipt of submittals will not be considered regardless of postmark. All proposals will be validated. Submittals received after the due date will be filed unopened.

Interested firms should request the RFQ packet by contacting:

**Louise Reid, Assistant Town Manager**  
**Old Orchard Beach Town Hall**  
**1 Portland Ave**  
**Old Orchard Beach, 04064**

All firms must submit their proposal to the address listed above to the attention of Louise Reid, Assistant Town manager, no later than **Friday, February 28, 2018 by 11:00 AM**.

# Town of Old Orchard Beach

RFQ- Specialty Skate Park Contractor - continued

## B. PROJECT REQUIREMENTS/SCOPE OF WORK:

The scope of work will include the design and construction of a cast in place concrete skate park. The successful firm will demonstrate a proven track record of specialty skate park construction of cast in place concrete with no less than five (5) years demonstrated experience and having completed no less than ten (10) projects for municipalities. The park is intended to be constructed of cast in place concrete. Project experience including wooden or pre-cast structures will not be considered.

## C. PROPOSAL SUBMITTAL REQUIREMENTS:

Firms will be judged not only on their past experience for the type of work involved, but also on their ability to address issues critical to the success of the project. Firms are not to submit fee proposals in their initial submittal. Submittals should be formatted to correspond exactly to the following information requirements. *Clear and concise responses are appreciated.* The total all-inclusive page limit is 30 pages (8.5x11).

Elements that will be considered by the selection committee when scoring your submittal:

### 1. PROJECT TEAM EXPERIENCE

- a. Identify the proposed construction team including the Project Manager, including their qualifications and relevant experience.
- b. Present a brief discussion regarding the experience and qualifications of the team working on similar projects together.
- c. Provide references for the project and the project manager: Include project name, owner, contact information, final construction costs, and construction completion date.

### 2. FIRM CAPABILITIES/PAST PERFORMANCE/EXPERIENCE

- a. List ten similar projects by your firm, which have been completed within the past five years. Include information regarding any and ALL sub-contractors.  
Include: project name, owner, designer, design completion date, size, construction completion date, estimated budget, actual project cost and firm's summary of work.



# Town of Old Orchard Beach

## RFQ- Specialty Skate Park Contractor - continued

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- b. Provide a matrix of in-house services provided. What services do you typically sub out and why?
- c. Recent experience with projects for public clients. State your familiarity with governmental decision-making and review process within the last few years.
- d. Please explain your ability to work with in-kind services and provide a list of recent projects and references.
- e. Firm's familiarity with the project design. Please list projects you have designed or your role in collaborating with a designer on recent projects completed.
- f. Provide a "Litigation Statement" of no, yes, or pending litigation on any projects in the last five years. If yes, explain.
- g. References: Include the name and current phone number of the owner's project manager for each project you listed in section a. above.

### D. EVALUATION AND SELECTION CRITERIA

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All Proposals received will be reviewed by a review panel. Each evaluation criterion has been given a percentage based on its relative value as a whole. The criteria and each associated percentage are as follows:

<u>Evaluation Criteria</u>	<u>Weight</u>
Project/Team/Experience	35%
Capabilities/Past Performance	35%
<u>Presentation</u>	<u>30%</u>
Total	100%

# Town of Old Orchard Beach

RFQ- Specialty Skate Park Contractor - continued

## E. METHOD OF AWARD

The Town of Old Orchard Beach will review all proposals and may request respondents to supplement initial proposals with additional written material. The Town may, in its discretion, interview some or all of the respondents. The Town of Old Orchard Beach may perform any other review as it deems prudent in its selection process.

The Town of Old Orchard Beach reserves the right to choose the respondent that demonstrates the best ability to fulfill the project in the Town's sole discretion. The successful respondent may be chosen based on the qualifications, selection criteria evaluation, possible interview, and any other criteria determined necessary by the Town of Old Orchard Beach.

The respondent selected may be given a right to negotiate an agreement acceptable to the Town. In the event that an agreement satisfactory to the Town cannot be reached, the Town reserves all rights to enter into negotiations with one or more of the remaining respondents. The successful respondent shall commence with the Town Hall project only after execution of an acceptable contractual agreement.

## F. INQUIRIES

**There will be a non-mandatory site visit meeting on February 15, 2017 at 11:00 AM. Beyond the non-mandatory site visit meeting, any firm requiring significant further information concerning the proposal, the project or terms, must contact the Recreation Director.** A written response, if provided, will be sent to all firms on file as being in receipt of this proposal.

**Jason Webber, Recreation Director**

**(207) 937-8561**

**[jwebber@oobmaine.com](mailto:jwebber@oobmaine.com)**

## **CHANGES TO THE PROPOSAL**

The proposer must indicate any variances from our specifications, terms, and/or conditions, no matter how slight. If variations are not stated or referenced in writing prior to the final proposal,

# Town of Old Orchard Beach

## RFQ- Specialty Skate Park Contractor - continued

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it will be assumed that your proposal fully complies with our terms, conditions and specifications.

### **RESERVATION OF RIGHTS**

The Town reserves the right to request clarification of and/or solicit additional information of any proposer; to have proposer(s) make presentations to the Selection Committee; and/or to negotiate with any proposer(s) regarding any terms of their proposal, including but not limited to the cost and/or scope of services, with the intent to achieve the best proposal that shall result in a contract that is deemed by the Town to be in its best interests. Any such negotiations will use the selected proposal as a basis to reach a final agreement, if possible.

The Town reserves the right to waive any informality in the proposal, to accept any proposal, and, to reject any and all proposals, should it be deemed for the best interest of the Town to do so. The Town reserves the right to substantiate the Proposer's qualifications, capability to perform, availability, past performance record and to verify that the proposer is current in its obligations to the Town, as follows:

Pursuant to Town ordinance, the Town is unable to contract with businesses or individuals who are delinquent in their financial obligations to the Town. These obligations may include but are not limited to real estate and personal property taxes. Bidders who are delinquent in their financial obligations to the Town must do one of the following: bring the obligation current, negotiate a payment plan with the Town's Finance office, or agree to an offset which shall be established by the contract which shall be issued to the successful bidder.



## Town of Old Orchard Beach

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Treasurer - Finance Director  
OOB Town Hall  
1 Portland Avenue  
OOB, ME 04064

Diana H. Asanza  
Telephone: (207) 937-5622  
Fax: (207) 937-5722  
Email: [dasanza@oobmaine.com](mailto:dasanza@oobmaine.com)

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February 2, 2018

ADDENDUM  
NOTICE OF REQUEST FOR QUALIFICATIONS  
SPECIALTY SKATE PARK CONTRACTOR

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The due date for the RFQ listed on page 2 should read: **Wednesday, February 28, 2018**, not Friday February 28, 2018.



February 26<sup>th</sup>, 2018

Louise Reid, Assistant Town Manager  
Old Orchard Beach Town Hall  
1 Portland Ave  
Old Orchard Beach, ME 04064

RE: RFQ – Specialty Skatepark Contractor

To Whom It May Concern:

Thank you for the opportunity to submit our proposal for the Old Orchard Beach Skatepark Project. Our Design/Build team is dedicated to creating distinctive, one of kind, poured-in-place concrete Skateparks. Our team consists of Artisan Skateparks (Artisan) and Pillar Design Studios, LLC (Pillar). We are uniquely qualified not only due to our vast experience in Skatepark design and construction but Pillar was the designer on the existing Old Orchard Beach Skatepark.


A little about us: Artisan Skateparks is a collaboration of over 25 years of combined custom skatepark construction and design. All crewmembers are active skateboarders with a firm desire to remain on the leading edge of quality custom concrete skatepark construction techniques. Each and every crew member is skilled in all areas pertaining to custom concrete skatepark construction.

Pillar Design Studios, LLC is an Action Sports Development firm that specializes in Skatepark Planning, Design and Construction Services. We are unique to the Skatepark industry as we handle all Design and Planning in house. We are known for our extensive planning and design services and understand the need for accuracy during the planning phase.

It is our understanding the City is looking for a design build team to handle design and construction services for the new Old Orchard Beach Skatepark. The footprint of the park is 10,000 sq. ft. and the budget allocated is \$60,000. Our team not only has experience in concrete Skateparks similar in size and scope, but we also have extensive experience with in-kind donations. We would like to work with the Town during the design phase, to ascertain possible in-kind donations that will allow us to provide a larger Skatepark than the original budget can allow. We hope our past experience show cases more than just our ability but also our dedication and passion for creating the highest quality, Skateparks.

If you have any questions regarding our proposal and or for contract negotiations please contact, Nicole Licari Robertson at 312.257.6088 or [Nicole@pillardesignstudios.com](mailto:Nicole@pillardesignstudios.com). We again thank you for the opportunity to submit and look forward to speaking with you.

Sincerely,

  
Andy Duck, President of Artisan Skateparks

Sincerely,

  
Owner, Pillar Design Studios, LLC

DESIGN BUILD COLLABORATION  
PILLARDESIGNSTUDIOS.COM  
ARTISANSKATEPARKS.COM

## DESIGN BUILD COLLABORATION

As a specialty Skatepark Design Build team, we continually work all over the United States and the World, from our years of experience we have developed and cultivated the best approach for a project such as this.

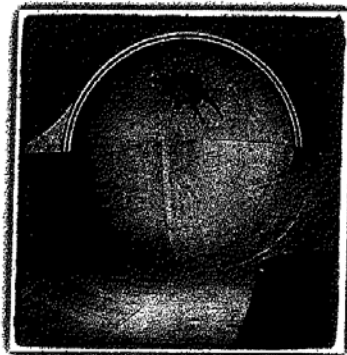
**Pillar Design Studios, LLC (Pillar)** is an Action Sports Development firm that specializes in Skatepark planning, construction, and process services. Founded in 2006 in Tempe, Arizona - Pillar is owned and operated by action sports enthusiast and avid skateboarder, Brad Siedlecki.

Pillar came as a result of a need for appropriate design methodology pertaining to action-sport facility development. At the time, clients were simply too unfamiliar with the proper design method and construction practices needed to create successful facilities of this nature. Users were literally walking the involved municipalities through the design and building processes without the technical knowledge needed. This created the ultimate goal of Pillar Design Studios, to provide quality, professional design, and construction services from the knowledgeable view of a landscape architect and action sport enthusiast.

Pillar Design Studios takes a different approach and style to design and implementation of Skateparks, one unlike any other "skatepark company" in the current market. The objective is to create facilities that offer distinctive site-specific designs, which are sensitive to both the client's wants and the user's needs. The idea is to create an aesthetically pleasing park that all community members can enjoy. Pillar understands that many factors determine a successful park - and just like any planning process, time must be put forth during the initial development process in order for it to be evident in the final product.

Our mission is to create quality Skateparks regardless of available space or proposed budget. From concept to completion, planning through construction -- our dedicated, professional staff work hard to ensure success for your Skatepark. Our business is to create custom, high-quality Skateparks that truly adhere to the needs of your community, culture, and values. At Pillar Design Studios, we want to share our knowledge and expertise not only as leading designers in this industry but also as enthusiasts for all action sports.

You can find us at [www.pillardesignstudios.com](http://www.pillardesignstudios.com), also feel free to check us out at [www.facebook/pillardesignstudios](https://www.facebook.com/pillardesignstudios) or [www.instagram.com/pillardesignstudios](https://www.instagram.com/pillardesignstudios).



**DESIGN CREATE RIDE**

## DESIGN BUILD COLLABORATION

**Artisan Skateparks Inc.** is a renowned Specialty Skatepark construction company dedicated to creating World-class Skateparks, with a superior finish, and built to last. All personnel are active skateboarders with a firm desire to remain on the leading edge of quality custom concrete skatepark construction techniques and applications. Each and every crewmember is skilled in all areas pertinent to custom concrete skatepark construction, including, but not limited to; site layout, excavation and grading, stormwater management, elevations, form structure and reinforcement, metal fabrication, shotcrete placement and finish, custom concrete structures, flatwork, and waterproofing. All crew members follow local, state and federal regulations, including but not limited to ASTM, ACI, AWS, American Shotcrete Association, etc.

Over the past decade, Artisan Skateparks is fortunate to have participated in numerous noteworthy projects. We prided ourselves on our "Can Do" approach to each and every project and its unique challenges. Artisan Skateparks continues to research and develop our methodologies to ensure that each client receives the highest qualitative product, both from modern engineering/construction and Skateboarding perspectives. Our references will substantiate Artisan's command of the project and long-term commitment to insuring that the client's investment remains a viable public space. We live and breathe skatepark construction and our passion remains at the core of our business model.

Artisan Concrete Services, Inc. dba Artisan Skateparks located at 4600 Tamarack Dr., Kitty Hawk, NC 27949 P] 252.220.1333 [www.artisanskateparks.com](http://www.artisanskateparks.com) or [www.facebook.com/artisanskateparks](https://www.facebook.com/artisanskateparks)

The Pillar/Artisan team is proud to be recognized for our unrivaled design and construction capabilities, style and originality. As the winners of an International Design Competition, put forth by Stockholm municipal government and STHLM Surfers (Local Skate Advocacy group), and ultimately the Design/Build team of the LARGEST Skatepark in Europe. We are known for creating distinctive, artistic, unsurpassed Skateparks. We have completed over 40 Skatepark projects together within the last five years, were Pillar serves as Skatepark specialist and designer and Artisan serves as Skatepark contractor.

**PRINCIPALS IN CHARGE** – Both Pillar and Artisan are not only ran by long-time Skateboarders and Industry leaders but they both practice a hands-on approach for their projects.

**Overall Project Manager** – Brad Siedlecki

**Skatepark Designers** – Brad Siedlecki

**Drainage Design** – Brad Siedlecki & Barrett Crook, PE, LEED AP

**Construction Drawings** – Barrett Crook, PE, LEED AP

**Construction PM** – Andy Duck



**DESIGN CREATE RIDE**

## **DESIGN BUILD COLLABORATION**

### **CONSTRUCTION TEAM MEMBERS**

All members of our team have hands on experience in the construction field.

#### **ANDY DUCK, SKATEPARK CONSTRUCTION CONTRACTOR**

Mr. Duck is not only the Owner of Artisan Skateparks but also a veteran in the construction industry. With nearly 40 years of skateboarding experience Andy is an asset to any Skatepark construction team. He is apprised on all aspects of Skatepark construction as well as able to convey obstacles, concerns and timelines to both City representatives, Sub-Consultants and construction crew members. Due to Andy's vast experience he is able to assess and depict possible field changes that not only enhance the design and or flow of the park but often reduce the final construction cost.

#### **QUALIFICATIONS**

Skatepark Design/Build, Concrete Specialist, Government Contracting, ASTM,  
40+ Years of Skateboarding Experience  
20+ Years of Business Management and Construction Experience

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#### **BRAD SIEDLECKI, PRINCIPAL-IN-CHARGE, SKATEPARK DEVELOPMENT**

Mr. Siedlecki has been a professional in the Skatepark design and construction industry since 2001, serving many different roles from Project Management, Planning, Design, Construction Documentation to Construction. Brad's passion for Skateboarding began at an early age where he could be found building ramps or Skating the streets of Upstate New York but it was not until attending college at Arizona State University did his dream become a reality. While pursuing his Bachelor's Degree in Landscape Architecture Brad continually pushed the envelope and would even challenge his professors to look beyond the typical park planning format and introduce a non-traditional approach when developing park systems.

Pioneer of the true Urban Skatepark or Skate Plaza, Brad Siedlecki was the co-designer on the first ever, Street Plaza in the United States. Brad worked with famous pro-skateboarder Rob Dyrdek, on the DC Shoes Skate Plaza in Kettering, Ohio. This was the first Skatepark showcasing an aesthetically pleasing park that allows for more than just continuous concrete but colors, textures, skate-able art and green elements. Over the past decade, not only has Mr. Siedlecki created industry standards in Construction Documentation, specifications and details but he continues to be involved during the construction of the project – gaining invaluable experience of working in the field.

#### **QUALIFICATIONS**

Skatepark Design and Construction, AutoCad, SketchUp, Feasibility, Site Selection and Analysis, Stormwater Management, GREEN and ADA Specialist, Cost Estimation and Scheduling, Value Engineering and In-Kind Donation Allocation, Public Facilitation and Social Media Outreach.

Guest Speaker at ASU for Parks and Recreation and Senior Landscape Architecture Classes  
Educational Sessions at NRPA on Action Sports Facilities  
Bachelor of Science in Landscape Architecture

**DESIGN CREATE RIDE**



## DESIGN BUILD COLLABORATION

### BARRETT CROOK, PROFESSIONAL ENGINEER AND LEEDP AP

Mr. Crook is the newest member of the Pillar team, joining in 2013. He was an easy fit as he not only possesses a Bachelor's Degree in Civil Engineering; he has over 20 years' experience leading Structural Engineering efforts. A perfect addition for specialty structures such as Skateparks – this allots our team to handle all efforts of the Skatepark design (from the deck in in house.

#### QUALIFICATIONS

Stormwater Management, Structural Calculations, GREEN drainage design.  
Registered PE in 13 states, Member of American Society of Civil Engineer, American Concrete Institute, United States Green Building Council & LEED Accredited Professional.

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### DURAND BEASLEY, FIELD PROJECT MANAGER

Has been with the company since 2008 and is skilled in all facets of concrete Skatepark construction. Durand is our go to guy, often completing one Skatepark and moving onto the next. His dedication to quality and meeting standards is beyond reproach – he brings a wealth of knowledge to the construction crew and ensures all team members are meeting the high standards that Artisan Skateparks is known for.

#### QUALIFICATIONS

Concrete Construction, Grading & Drainage, Heavy Equipment & Machinery, Carpentry, Electrical, Landscaping, Logistics, OSHA, ASTM and ACI Compliant

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### OTHER CONSTRUCTION CREW MEMBERS

#### Joseph Fagan, Technical Director, Foreman

As a **certified welder**, Joe brings a very diverse set of talent and tools to Artisan. Skilled in all machinery and processes from Stormwater through finished flatwork.

#### Kevin McAniff, Shotcrete Foreman

Kevin has over 20 year's shotcrete experience; he was the lead shotcrete foreman and nozzleman for the Louisville KY Skatepark. As a **certified nozzleman** Kevin has been shot-creting pools and skateparks all over the Country and overseas for over 20 years.

#### David Maxwell, Shotcrete Specialist

Dave has worked and skated with every company in the business and has been a key component of Artisan's commitment to the smoothest skatepark finish possible. Dave has been with Artisan since it began and continues to provide guidance and assistance to new crew members.

#### Tom Dupere, Shotcrete Specialist

Tom has been working in the industry since it began with notable companies in the industry, such as Airspeed and Breaking Ground Skateparks. Tom brings his vast skatepark experience to Artisan Projects for several years now and is an integral component to their renowned finish.

DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### PROJECT MANAGER(S) REFERENCES

Brad Siedlecki, Skatepark Specialist and Lead Designer – Project Manager during design.  
Andy Duck, Skatepark Construction Contractor – Project Manager during Construction.  
The below references are for both Project Managers.

#### Farm Pond Skatepark, Framingham, MA

Project Reference: James C. Snyder, CPRP  
Director of Parks, Recreation, & Cultural Affairs  
City of Framingham  
PJ (508) 532-5960  
[jcs@framinghamma.gov](mailto:jcs@framinghamma.gov)  
Final Construction \$443,758  
Construction Completed Dec 2017

#### Vicksburg Skatepark, Vicksburg, MS

Project Reference: Marcia Weaver, Special Projects Director  
City of Vicksburg  
PJ 601.634.4521  
[Marciaw@vicksburg.org](mailto:Marciaw@vicksburg.org)  
Final Construction \$170,018  
Construction Completed June 2013

#### Hermoso Skatepark, Phoenix, AZ

Project Reference: Shari Zimmerman, RLA  
GBtwo Landscape Architecture Inc.  
PJ 480.991.3384  
[shariz@gbtwo.com](mailto:shariz@gbtwo.com)  
Final Construction \$162,408  
Construction Completed July 2013

#### Apollo Skatepark, Kearney, NE

Project Reference: Scott Hayden, Parks and Recreation  
City of Kearney  
PJ 308.233.3228  
[shayden@kearneygov.org](mailto:shayden@kearneygov.org)  
Final Construction Budget \$275,000  
Construction Completed July 2014

DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### DESIGN BUILD PROJECT EXAMPLES WITHIN 5 YEARS

#### *MDI SKATEPARK*

The Town of Bar Harbor is located on an island off the coast of Maine and is surrounded by the Acadia National Park. The chosen site is located at the edge of the Atlantic, which provides amazing views but also many restrictions for both design and construction.

The MDI Skatepark was nothing short of a community effort, lead by the MDI Skatepark Association. The Town agreed to donate the land for the Skatepark project but all funds for the Skatepark design and build would need to be raised. Over the course of 7+ years, many fundraisers, events and a very dedicated group of individuals the MDI Skatepark association was able to see their dream realized. By working with the local community and including a significant amount of in-kind donations, they received a \$160,000 Skatepark for \$75,000.

Project Name: MDI Skatepark

Project Designer: Pillar Design Studios, LLC

Project Size: 4,000 sq. ft.

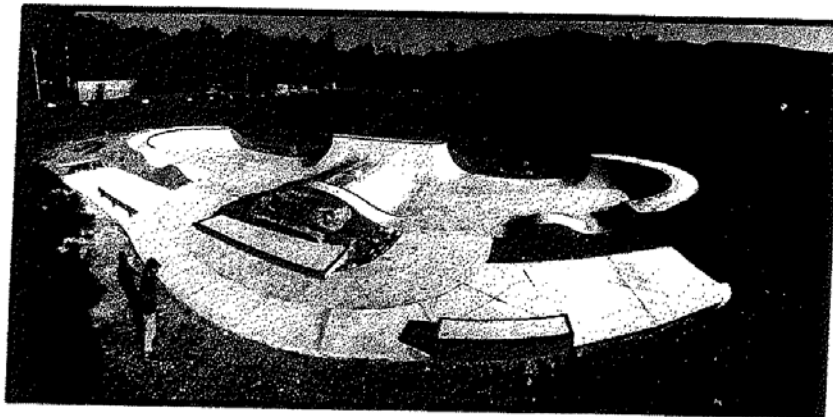
Project Budget: \$160,000

Project Owner: Town of Bar Harbor

Design Completion: March 2016

Construction Completion: June 2016

Actual Budget: \$75,000



DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

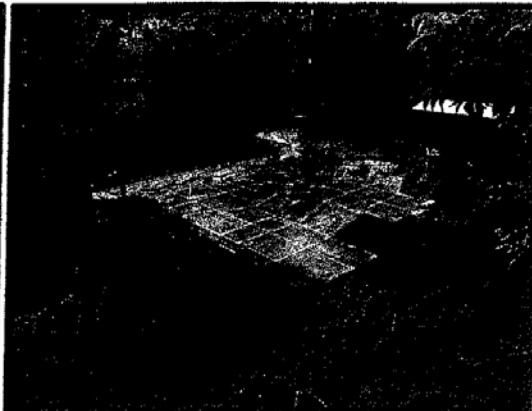
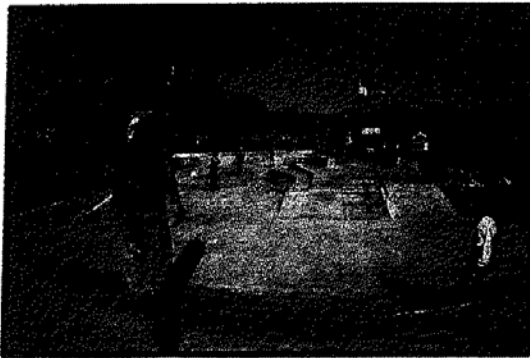
### *SARANAC LAKE SKATEPARK*

The Saranac Lake Community had been fundraising for over 11 years before they were able to see the fruits of their labor. Another Artisan/Pillar project that received a Tony Hawk Foundation grant and this one being the largest of 11 grants given out that year by the Tony Hawk Foundation.

This 5,000 sq. ft. Skatepark has a little something for everyone; the community members gave input and helped shaped the final design of the Skatepark. The park has been the most used park facility in the Village. After seeing the amount of use the park received, the Village decided to install lighting to length the park availability to users.

Project Name: Saranac Lake Skatepark  
Project Designer: Pillar Design Studios  
Project Size: 5,000 sq. ft.  
Construction Budget: \$200,000

Project Owner: Town of Saranac Lake  
Design Completion: July 2014  
Construction Completion: June 2015  
Actual Budget: \$143,000 + In-kind



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## DESIGN BUILD COLLABORATION

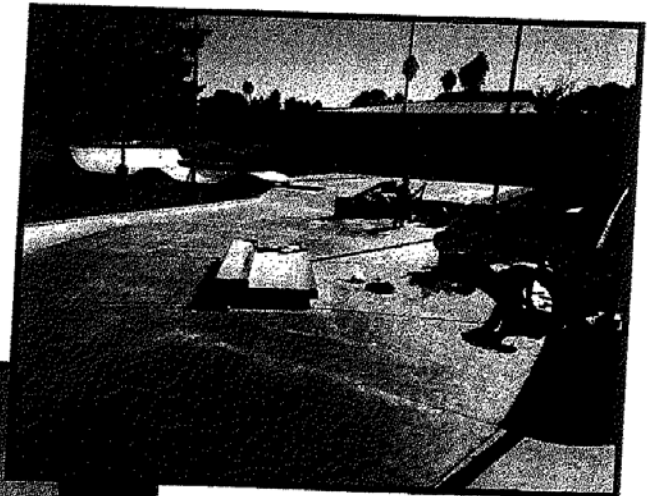
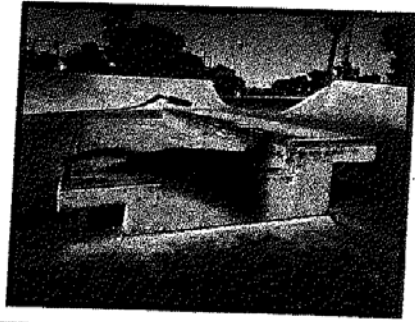
### *HERMOSO SKATE PLAZA PROJECT*

The City of Phoenix knew they were spending too much money maintaining an old above ground Skatepark and wanted to give the Skatepark an upgrade as they were rebuilding the entire park around it. Our design build team was hired as Skatepark Specialist to ensure the new park would not only seamlessly fit within the new vision of the surrounding areas but also have the park designed for longevity and low maintenance.

Our team listened to the local skateboarders and community members and created a multi-use street park that ties into the new community center. This 6,000 sq. ft. plaza consist of quarter pipes, multiple ledges, a "whale tail", stairs and more. It is a perfect addition to the neighborhood and has provided a new venue for community events.

Project Name: Hermoso Skatepark  
Project Designer: Pillar Design Studios, LLC  
Project Size: 6,000 sq.ft.  
Construction Budget: \$200,000

Project Owner: City of Phoenix  
Design Completion: November 2013  
Construction Completion: Jan. 2014  
Actual Budget: \$200,000



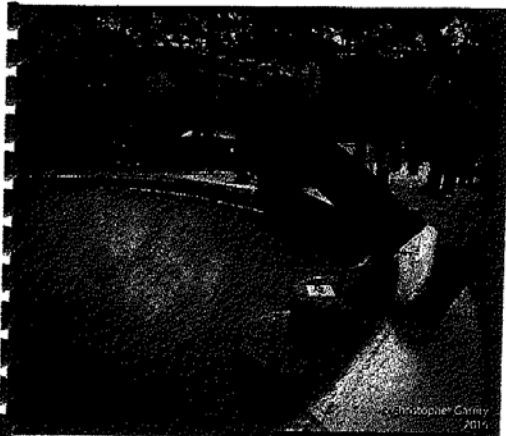
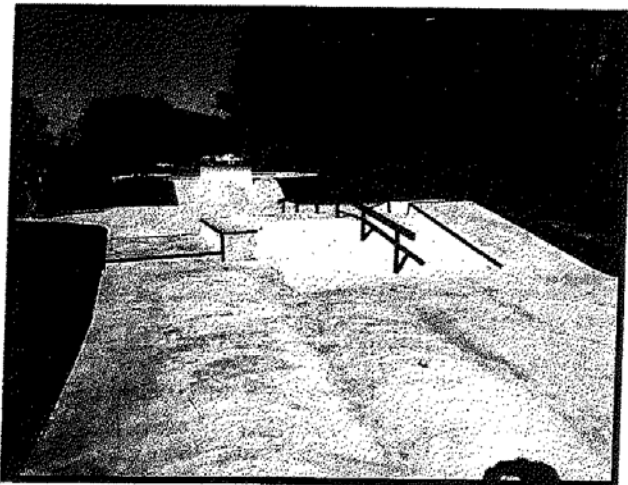
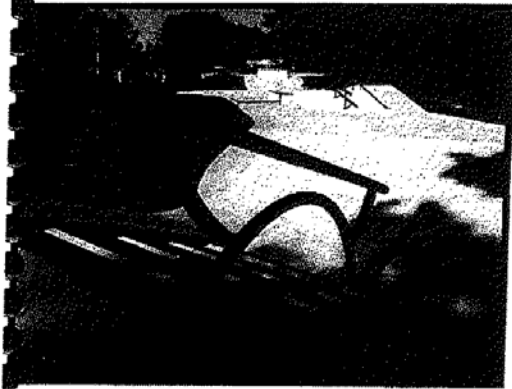
DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### SALISBURY SKATEPARK – SALISBURY, MD

This 6,000 sq. ft. Skatepark was thanks to the diligent efforts of the City and the local Skate Community. After years of submitting Grant applications, the City received funding from Maryland DNR and the Tony Hawk Foundation. Designed in phases to meet budgetary needs the first phase consist of 6,000 sq. ft. We are currently working on Phase II of the Salisbury Skatepark project, we have completed the design and construction document phase and will begin construction in the Spring. Pillar served as designer and Artisan handled all aspects of Skatepark construction.

Project Name:	Salisbury Skatepark	Project Owner:	City of Salisbury
Project Designer:	Pillar Design Studios, LLC	Design Completion:	March 2015
Project Size:	6,000 sq. ft.	Construction Completion:	November 2015
Project Budget:	\$250,000	Actual Budget:	\$240,000 + 11,000 in-kind donations



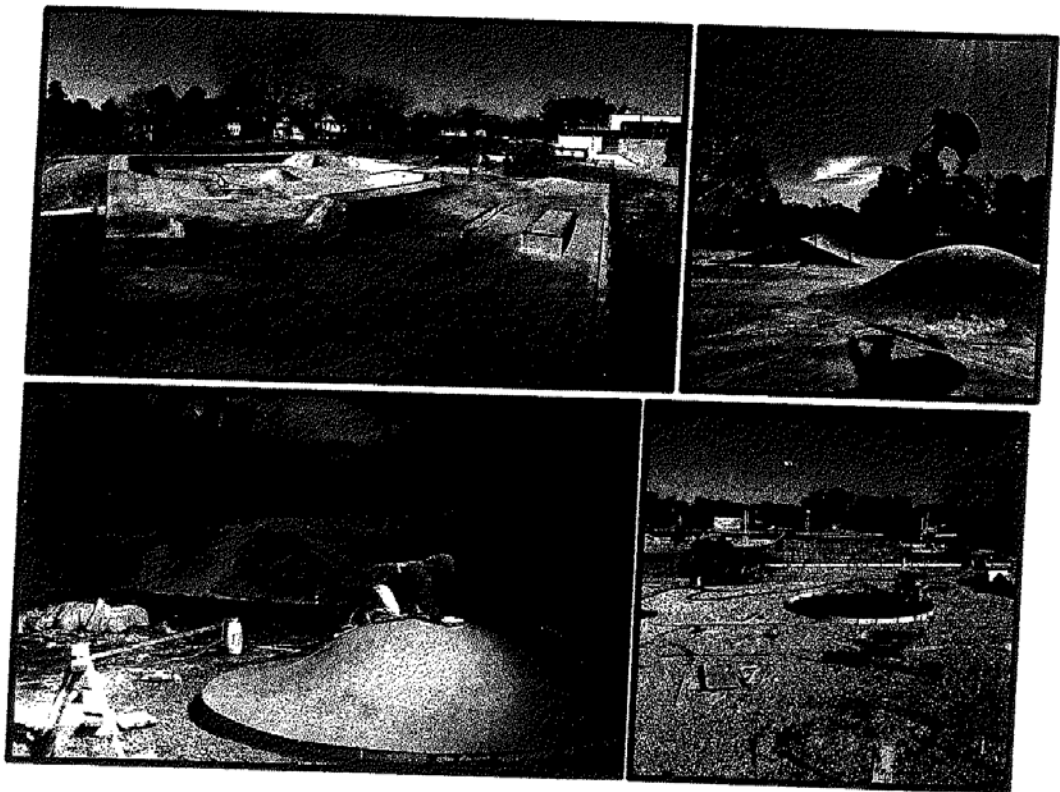
DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### *ROANOKE RAPIDS SKATEPARK*

The Roanoke Rapids Skatepark was truly a community effort. The City knew they had a need for a quality Skatepark but funding was an issue. During the initial kick off meeting and site visit our Design Build team discussed in-kind donation allocation and working with the City to ensure the best, biggest park for the dollar. The City provided countless hours of labor during construction, including but not limited to rough/fine grading, all import fill materials, placement & compaction of said materials, storm drain materials as well as installation and housing during construction. The result was a Skatepark completed for \$18.75 a square foot, instead of the national average which is \$40 – 45 a square foot. That is a value of \$170,000.

Project Name:	Roanoke Rapids Skatepark	Project Owner:	City of Roanoke Rapids
Project Designer:	Pillar Design Studios, LLC	Design Completed:	November 2015
Project Size:	8,000 sq. ft.	Construction Completed:	March 2016
Construction Budget:	\$320,000	Actual Project Cost:	\$150,000



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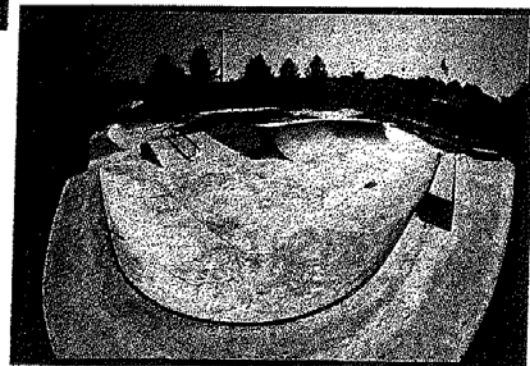
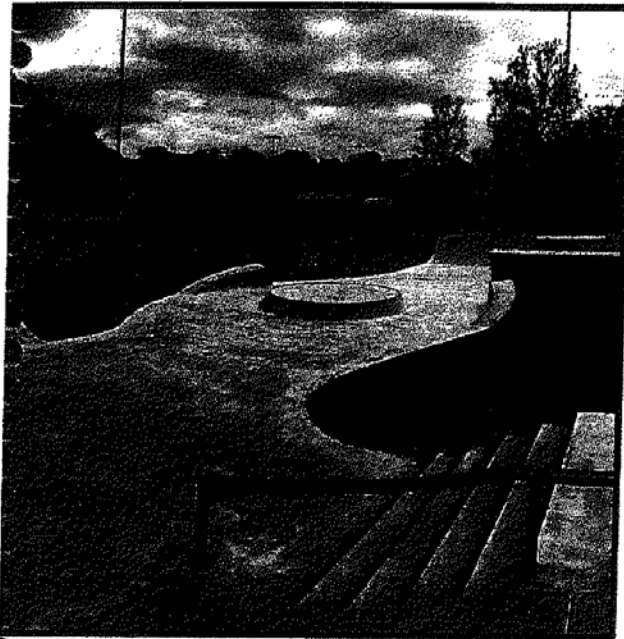
## DESIGN BUILD COLLABORATION

### VICKSBURG SKATEPARK

Pillar was hired by the City of Vicksburg to handle Design, Planning, Construction Documentation and Post Design Services for the Vicksburg Skatepark. The Skatepark then went out to public bid, the winning team being Artisan Skateparks with a General Contractor. The entire park was built above ground and designed to fit within an existing park system and has a ¼ mile asphalt walking path.

Project Name: Vicksburg Skatepark  
Project Designer: Pillar Design Studios  
Project Size: 8,000 sq. ft.  
Construction Budget: \$171,000

Project Owner: City of Vicksburg  
Design Completion: March 2013  
Construction Completion: September 2013  
Actual Project Cost: \$171,000



DESIGN CREATE RIDE



## DESIGN BUILD COLLABORATION

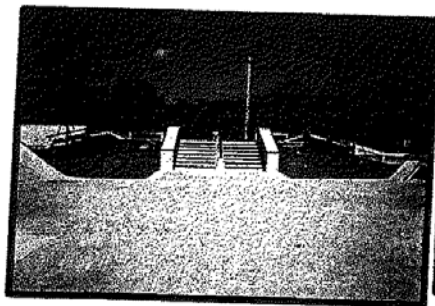
### *BLANCHARDWOODS SKATEPARK PROJECT*

Pillar was sought out by Johnson, Laschober and Associates (JLA Group) due to our in-depth knowledge of the Skatepark industry as well as past experience in the Georgia area. JLA Group was hired to create the Blanchard Woods Masterplan which included a Skatepark as well as BMX Race track.

Pillar worked with the JLA Group, the City as well as the user groups to create this authentic true street style park, equipped with everything you would find in the actual streets. Something for all skill levels, beginner to advanced - along with the street aspect of the park we have provided an intermediate to advanced size flow bowl with both steel and pool coping. The final outcome is a well-rounded design that will keep users happy and engaged for years to come.

In order to ensure the local skaters and community members were heard, we conducted a series of public input meetings. We truly wanted to create a park that reflected the local area and meet the Skaters needs. Pillar served as Skatepark Designer and Specialist, Artisan completed all aspects of Skatepark construction.

Project Name:	Blanchard Woods Skatepark
Project Owner:	Columbia County
Project Designer:	Pillar Design Studios
Design Completion:	November 2014
Project Size:	9,000 sq. ft.
Construction Completion:	Jan. 2015
Construction Budget:	\$300,000
Actual Budget:	\$300,000



DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

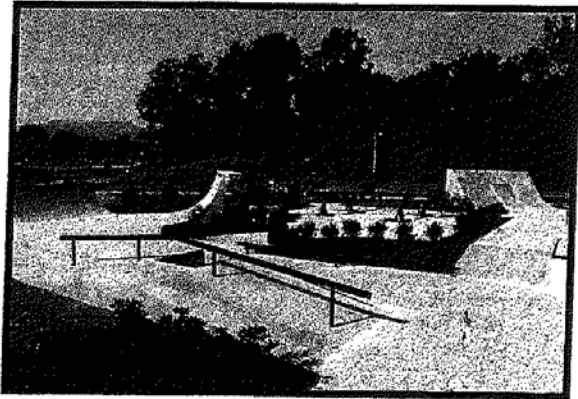
### *VANCE STREET SKATEPARK*

Our team was sought out by the Prime Engineer for this project after the original designer was let go due to poor performance and not being able to meet budgetary and scheduling requirements. Pillar significantly improved the “flow” of the park and enhanced the skate-able elements without making vast changes to the park layout, as it had already been vetted through the local stakeholder and public involvement process.

Our team collaborated with the Town’s horticulturalist to select specimen trees that are native to western NC, represent the best performers in the region, and to add trees to the town’s inventory that were not as prevalent. We stretched the budget to balance the hardscape with a beautiful and abundant landscape which also included several tons of boulders that were hand selected and transported from the town’s landfill.

Project Name:	Vance Street Skatepark	Project Owner:	City of Waynesville
Project Designer:	Pillar Design Studios, LLC	Design Completed by:	March 2013
Project Size:	10,000 sq. ft.	Construction Completion:	Sept 2013
Construction Budget:	\$250,000	Actual Budget:	\$250,000

This 10,000 sq. ft. park encompasses a street orientated design with numerous obstacles to increase the flow and overall connectivity. Everything is designed with the idea of not having to push but allowing the velocity of the features to propel you throughout the park. The park also includes a pedestrian plaza with a special area to display donor recognition bricks, a connection to the local greenway and adjacent dog park, and relocation of two tees as the park was designed in the fly zone of two disc golf holes.



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## DESIGN BUILD COLLABORATION

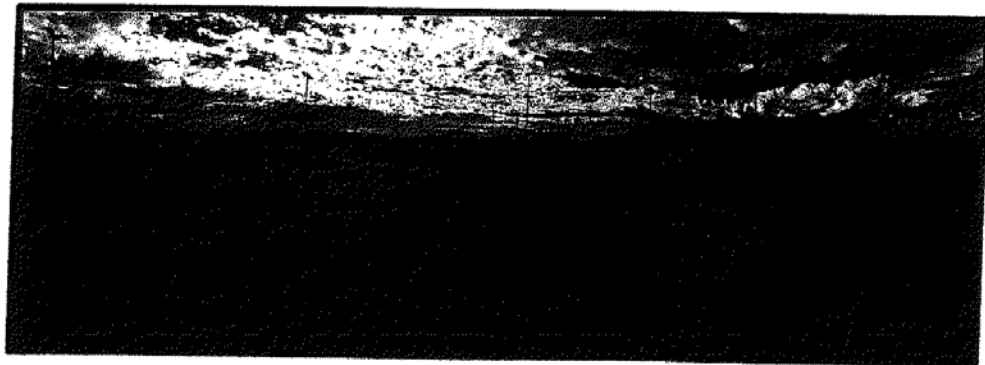
### *W.O.L.F. SKATEPARK PROJECT*

The way of life or W.O.L.F. Skatepark is a 16,000-sq. ft. plaza with a mini skull bowl. The overall layout and design of the park is based on the Salt River Pima Indian Tribes great seal. A circular maze of skate-able elements that make up a free flowing and functional Skatepark. To show homage to the local history of the Tribe, our design team incorporated some natural stone landscape throughout the park. Our team handle all elements of Design and Construction working with the Lead Architect of the entire masterplan.



Project Name: W.O.L.F. Skatepark  
Skatepark Designer: Pillar Design Studios  
Size: 16,000 sq. ft.  
Construction Budget: \$650,000

Project Owner: SRP Indian Tribe  
Design Completion Date: May 2014  
Construction Completion: June 2017  
Actual Construction Cost: \$650,000



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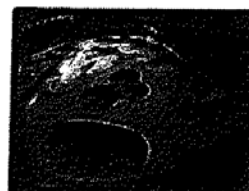
## DESIGN BUILD COLLABORATION

### *DAVID W. DEANE SKATEPARK*

This was a unique design process as the local skaters had created a booklet of elements that they were requesting into the park. The design team included these elements, while considering flow and staying within the budget given.

The City knew they wanted to give their local skaters a state of the art Skatepark but allocation of funds was just not there. Instead of putting the Skatepark off another year, they looked to our design team to aid in in-kind donation allocation and they could not have been happier with the outcome. In the end the City received a \$1,000,000 Skatepark for a \$575,000 budget. The City worked with our construction project manager and provided labor for drainage installation, retaining walls, all earthwork, lighting and fencing.

Project Name:	David W. Deane Skatepark	Project Owner:	City of Nashua
Project Designer:	Pillar Design Studios, LLC	Design Completed:	April 2017
Project Size:	20,000 sq.ft.	Project Completed:	August 2017
Construction Budget:	\$880,000 (not including amenities)		
Actual Budget:	\$575,000 + in-kind donations		



**DESIGN CREATE RIDE**

## DESIGN BUILD COLLABORATION

### IN-HOUSE SERVICES

As a Skatepark Design/Build team, we typically handle all aspects of the Skatepark design and construction in house but the following services are subbed out when necessary.

#### During Design:

- *Topographical Engineer* – A survey is needed to locate and map all surface features of the property. Measuring and shows the shape, configuration, relief and other applicable three dimensional characteristics of the earth.
- *Geo-Technical Engineer* – A necessary report that communicates the site conditions, including soil and rock properties.

#### During Construction:

- *Surveyor* – To assist with the layout of the park, ensuring the park is constructed per plan.
- *Flat Work* – We have hired sub consultants to handle flat work finish – this allows us to:
  - #1 - Put funds back into the local economy.
  - #2 - Expedite the Construction Schedule as our guys can finish up other work on site simultaneously. Even when we do hire subs for the flat work our specialty crew sets the grades, places the rebar and manages the local flat work crew. Our first priority is the quality of the Skatepark.

#### In House Services Include but are not limited to:

Feasibility	Site Selection & Analysis	Master Plan Design	Schematic Design	3D Graphics
Cost Estimation	In-Kind Donation Allocation	Funding Assistance	Construction Documentation, including Structural calculations	Project Management
Layout	Staking	Grading	Excavation	Stormwater Management
Fine Grading	Formwork	Imbedded Steel Installation	Reinforcement/Concrete Work	Shotcrete
Pool Coping	Tile	Masonry Works	Flatwork	Waterproofing

### MUNICIPAL CLIENTEL

97% of our clientele are municipal government, we also not only have experience in Maine but with the Town of Old Orchard Beach. We are familiar with and capable of meeting any and all local, State and Federal regulations. As a specialty Skatepark team that has professional Landscape Architects, Engineers and Construction Professionals on staff, who are also Skateboarders, we can assure the Town we are experienced in and have successfully completed numerous design build projects. Most Recently: Elizabeth City, NC, Framingham, MA, Greensboro, NC, Morganton, NC and Scottsdale, AZ.

DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### IN-KIND DONATION EXPERIENCE

Our team has extensive experience in working with in-kind donations, we have completed over 22 Skateparks using our in-kind donation allocation program. We work with our clients, the local community and business owners and incorporate in-kind donations. These donations can be in the form of funds, services, materials or even discounts. We provide all the necessary information to our clients and aid them during this step of the project. Then after all in-kind donations are received we work that cost out of the total project budget. This enables our clients to get a larger park, incorporate materials, colors etc. that wouldn't have been possible with their original budget. We are happy to discuss in-kind donation allocation further, please feel free to reach out with any questions.

#### Project Examples with In-Kind Donations

*Bar Harbor, ME Budget: \$65,000 Value: \$120,000*

MDI Skatepark, Bar Harbor, ME  
Katie Churchill, Skate Committee  
PJ 207.664.3016, [knc@myfairpoint.net](mailto:knc@myfairpoint.net)

*Saranac Lake, NY Budget: \$200,000 Value: \$280,000*

Saranac Lake Skatepark, Saranac Lake, NC  
Rich Shapiro, Skate Advocate, Gear – to – Go Tandems  
PJ 518.891.1869, [rich@gtgtandems.com](mailto:rich@gtgtandems.com)

*Roanoke Rapids, NC Budget: \$150,000 Value: \$320,000*

Roanoke Rapids Skatepark, Roanoke Rapids, NC  
John Simeon, Director of Parks  
PJ 252.533.2847, [jsimeon@roanokerapidsnc.com](mailto:jsimeon@roanokerapidsnc.com)

*Nashua, NH Budget: \$550,000 Value: \$880,000*

David W. Deane Skatepark, Nashua, NH  
Thomas Galligani, Jr., Economic Development Director  
PJ 603.589.3260, [galliganit@nashuanh.gov](mailto:galliganit@nashuanh.gov)

### EXPERIENCE IN DESIGN AND WORKING WITH A DESIGNER

As a Skatepark Design Build team we have nothing but experience when it comes to planning and design of Skatepark facilities. Not only is our lead Designer involved throughout the life of the project, he was designer of the original Old Orchard Beach Skatepark. This affords our team a unique advantage, as we have in-depth knowledge and understanding the local site as well as the completed Skatepark. We have already completed a process similar to this one with the Town of Old Orchard Beach and understand the rules and regulations that must be met during the Design and Construction process.

DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### *Design Experience*

Annapolis Skatepark, Annapolis, MD  
Historic 4th Ward Skatepark, Atlanta, GA  
Private Swimming Bowl, Baltimore, MD  
Skatepark of Baltimore, Baltimore, MD  
Mount Desert Island Skatepark, Bar Harbor, ME  
Buckwalter Skatepark, Beaufort County, SC  
Falling Creek Skatepark, Bedford, VA  
Twin Town Skatepark, Breckenridge, MN  
Brownsville Skatepark, Brownsville, TX  
Verrado Skate Spot, Buckeye, AZ  
CamSur Skate Plaza, Cadlan, Philippines  
Cherokee Skatepark, Cherokee, NC  
City Park Skatepark, Chesapeake, VA  
Blanchard Woods BMX Track  
Blanchard Woods Skatepark,  
Columbia County, GA  
Robert Bell Skatepark, Corrales, NM  
Coshocton Skatepark, Coshocton, OH  
Currituck Community Skatepark, Currituck, NC  
Dare Skatepark, Dare County, NC  
Bethune Point Skatepark, Daytona Beach, FL  
Dubuque Skatepark, Dubuque, IA  
Private Backyard Bowl, Duncan, SC  
Durham Skatepark, Durham, NC  
Enfield Skatepark, Elizabeth City, NC  
Enfield Skatepark, Enfield, CT  
Elk Grove Bike Park, Elk Grove, CA  
Farmpond Skatepark, Framingham, MA  
Florence Kidney Bowl, Florence, AL  
Front Royal Skatepark, Warren County, VA  
Possum Creek Skatepark, Gainesville, FL  
Gentry Skate Spot, Gentry, AR  
Moto-Trax Sports Complex, Gila Bend, AZ  
Private Backyard Park, Gilbert, AZ  
Clemente Skatepark, Grand Rapids, MI  
Glenwood Skatespot, Greensboro, NC  
Latham Skatepark, Greensboro, NC  
Hanover Skatepark, Hanover, IL  
Imperial Skatepark, Imperial, NE  
Apollo Skatepark, Kearney, NE  
Aviation Skatepark, Kill Devil Hills, NC  
Lakeside Skatepark, Kissimmee, FL  
Kitty Hawk Skatepark, Kitty Hawk, NC  
Knotts Island Skatepark, Knotts Island, NC  
Lafayette Bike Park, Lafayette, CA  
Tierre Skatepark, Lincoln, NE  
Bay Creek Skate/BMX Park, Loganville, GA  
Powell's Point Skatepark, Lower Currituck, NC  
Lyons Skatepark, Lyons, CO  
Freedom Skatepark, Mexico, NY  
Montez Skatepark, Monte Vista, CO  
Mt. Airy Skatepark, Mt. Airy, NC  
David W. Deane Skatepark, Nashua, NH  
North Side Skatepark, Norfolk, VA  
Northfield Skatepark, Northfield, MN  
Ocean Pines Skatepark, Ocean Pines, MD  
OOB Skatepark, Old Orchard Beach, ME  
South City Skatepark, Omaha, NE  
Red Planet Skate/BMX Park, Oswego, NY  
Yamaguchi Skatepark, Pagosa Springs, CO  
Pequannock Skatepark, Pequannock, NJ  
Hermoso Skate Spot, Phoenix, AZ  
Private Backyard Skatepark, Phoenix, AZ  
Pinole Skatepark, Pinole, CA  
Poolesville Skatepark, Poolesville, MD  
Mountain Park Skate/BMX Park,  
Prescott Valley, AZ  
Marsh Creek Skatepark, Raleigh, NC  
Redmond Bike Park, Redmond, WA  
Nicholl Skate Plaza, Richmond, CA  
RWS Skatepark, Roanoke, NC  
Roanoke Rapids Skatepark, Roanoke Rapids, NC  
Rodanthe Skatepark, Rodanthe, NC  
Anamax Skatepark, Sahuarita, AZ  
Pearsall Skatepark, San Antonio, TX  
Saugerties Skatepark, Saugerties, NY  
Salisbury Skatepark, Salisbury, MD  
Saranac Lake Skatepark, Saranac Lake, NY  
W.O.L.F Skatepark, Scottsdale, AZ  
Crown Hill Skate Spot, Seattle, WA  
Stanley Skatepark, Stanley, VA  
Högdalen (Highvalley) Skatepark,  
Stockholm, Sweden  
East Woods Skatepark, Syracuse, NY  
Unity Park Skatepark, Turners Fall, MA  
Vicksburg Skatepark, Vicksburg, MS  
Vince Street Skatepark, Waynesville, NC  
Peach Bowl, Westmoreland County, PA

DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### LITIGATION STATEMENT

We have no pending litigation on any projects in the last five years nor has Pillar or Artisan have any past or pending litigation against an Owner with whom we've contracted. We have always fulfilled our contractual obligations.

#### Artisan Insurance Coverage

Allied Property & Casualty Ins includes:

General Liability \$1,000,000 per occurrence, \$2,000,000 aggregate

Auto for owned, hired autos and non-owned autos, \$1,000,000 per occurrence

Umbrella Liability \$1,000,000

National Liability & Fire Ins includes:

Workers Comp \$500,000

#### Pillar Insurance Coverage:

The Hartford Ins Group includes:

General Liability \$2,000,000 per occurrence, \$4,000,000 aggregate

Auto for hired autos and non-owned autos, \$2,000,000 per occurrence

Umbrella \$3,000,000

Workers Comp \$1,000,000

Liberty Insurance includes:

Professional Liability \$1,000,000 per claim, \$2,000,000 per aggregate

### DAVID W. DEANE SKATEPARK – NASHUA, NH

#### UNION LEADER – PRINT

Skateboard lovers are raving about the City's new skateboard park, which is being praised as one of the best skating facilities in New England.

### INDUSTRY PUBLICATIONS



DESIGN CREATE RIDE



## DESIGN BUILD COLLABORATION

### REFERENCES

MDI Skatepark, Bar Harbor, ME  
Katie Churchill, Skate Committee  
P]207.664.3016, [knc@myfairpoint.net](mailto:knc@myfairpoint.net)

Saranac Lake Skatepark, Saranac Lake, NC  
Rich Shapiro, Skate Advocate, Gear – to – Go Tandems  
P] 518.891.1869, [rich@gtgtandems.com](mailto:rich@gtgtandems.com)

Hermoso Skatepark, Phoenix, AZ  
Shari Zimmerman, RLA, GBtwo LandscapeArchitecture, Inc.  
P: 480-991-3384, [shariz@gbtwo.com](mailto:shariz@gbtwo.com)

Roanoke Rapids Skatepark, Roanoke Rapids, NC  
John Simeon, Director of Parks  
P] 252.533.2847, [jsimeon@roanokerapidsnc.com](mailto:jsimeon@roanokerapidsnc.com)

Salisbury Skatepark, Salisbury, MD  
Debbie Stam, Community Dev Assistant Director, City of Salisbury  
p] 41.0.334.303, [dtam@ci.salisbury.md.us](mailto:dtam@ci.salisbury.md.us)

Vicksburg Skatepark, Vicksburg, NC  
Marcia Weaver, Special Projects  
p] 601.634.4509, [marciaw@vicksburg.org](mailto:marciaw@vicksburg.org)

Blanchard Woods Skatepark, Columbia County, GA  
Rett Harbeson, RLA, Johnson, Laschober & Assoc.  
P] 706.724.5756, [rharbeson@thejlagroup.com](mailto:rharbeson@thejlagroup.com)

Vance Street Skatepark, Waynesville, NC  
John Jenkins, PE, Stewart Engineering  
P] 919.719.1045, [jjenkins@stewart-eng.com](mailto:jjenkins@stewart-eng.com)

W.O.L.F. Skatepark  
Kevin Bollinger, Principal, BCA Architects  
P] 602.957.9205, [kb@bcaarch.com](mailto:kb@bcaarch.com)

David W. Deane Skatepark, Nashua, NH  
Thomas Galligani, Jr., Economic Development Director  
P] 603.589.3260, [galliganit@nashuanh.gov](mailto:galliganit@nashuanh.gov)

DESIGN CREATE RIDE

## DESIGN BUILD COLLABORATION

### NOTEWORTHY AWARDS

Pearsall Park Skatepark, San Antonio, TX  
Park Design Excellence Award from the  
Texas Recreation and Parks Society 2017.



East Woods Skate Plaza, Syracuse, NY –  
Was awarded the statewide  
New York State Recreation and Parks Society award  
Outstanding Facility in 2015.



Historic Fourth Ward Skatepark, Atlanta, GA – Has received several awards since opening:

Excellence and Project of Year from Urban Land Institute in 2013  
Brownfield Renewal – Sustainability category in 2014.  
Excellence for Art from the Atlanta Urban Design Commission in 2015



High Valley Skate World, Hogdalen (Stockholm), Sweden – Pillar won an International Design Contest held by the City of Stockholm, to select the designer that would create the largest Skatepark in Europe. 2011

Tony Hawk has also made Pillar parks a destination for Tours and Charitable Events:  
Marsh Creek Skatepark –Get Rad for Ray, held on Oct. 14th, 2014  
Buckwalter Skatepark -Birdhouse Tour, held on Aug. 25th, 2011  
Fourth Ward Skatepark Tony Hawk Demo, held on June 12, 2011



"I'm shocked at how big it is," Hawk, whose philanthropic foundation awarded the project \$25,000, told *CL* between skating and signing autographs. "It's so expansive and offers something for all skill levels. It's great." Reported by Dustin Chambers of Fresh Loaf "It's really amazing," Hawk said. "It caters to every skill level. I think it's a great addition to this area."

**DESIGN CREATE RIDE**

**# 7150 Discussion with Action: Approve the line item transfers for the following Departments:**

**In the amount of \$5,300.00 from Account Number 20197-50395 - Debt Service Interest Expense, with a balance of \$65,123.35; to Account Number 20102-50101 - Town Manager Department Head Salary, with a balance of \$20,300.20;**

**In the amount of \$6,200.00 from Account Number 20113-50101 - Code Department Head Salary, with a balance of \$22,019.10; to Account Number 20110-50106 - Planning Department Full Time Wages, with a balance of 10,221.45;**

**In the amount of 6,000.00 from Account Number 20113-50101 - Code Department Head Salary, with a balance of \$22,019.10; to Account Number 20113-50106 - Code Full Time Wages, with a balance of \$8,151.91;**

**In the amount of \$12,500 from Account Number 20118-50350 – Contingency, with a balance of \$60,107.78 and \$22,500 from 20197-50330 Debt Service Lease Expense with a balance of \$61,258.91; to Account 20131-50106 - Police Department Full Time Wages, with a balance of \$256,358.76;**

**In the amount of \$29,100 from Account Number 20138-50102 - Fire Department Regular Salary, with a balance of \$40,379.20; to Account Number 20138-50106 - Fire Department Full Time Wages, with a balance of \$165,265.46;**

**In the amount of \$22,200 from Account Number 20197-50395 - Debt Service Interest Expense, with a balance of \$65,123.35; to Account Number 20151-50106 - Public Works Full Time Wages, with a balance of \$85,527.31;**

**In the amount of \$9,500 from Account Number 20197-50395 - Debt Service Interest Expense, with a balance of \$65,123.35; to Account Number 20161-50106 - Waste Water Treatment Facility Full Time Wages, with a balance of \$55,338.12;**

**In the amount of \$8,000 from Account Number 20137-50108 - Lifeguard Seasonal Employee Wage, with a balance of \$35,478.00; to Account Number 20137-50111 - Lifeguard Overtime Expense, with a balance of (\$7,903.25).**

**In the amount of \$7,000 from Account Number 20151-50111 - Public Works Overtime Wage, with a balance of \$24,476.04; to Account Number 20151-50112 - Public Works Construction Overtime, with a balance of (\$6,999.22); and**

**In the amount of \$12,428.20 from Account Number 20197-50395 - Debt Service Interest Expense, with a balance of \$65,123.35; to Account Number 20151-50515 - Public Works Road Salt, with a balance (\$12,428.20).**

**MOTION: Councilor Tousignant motioned and Councilor Blow seconded to Approve the line item transfers as read.**

**VOTE: Unanimous.**

**# 7151 Discussion with Action: Approve the Special Event Permit applications for the 2018 annual Ocean Park events, as follows:**

**(1) Ocean Park Association to hold a sand sculpture contest on the beach between Randall and Winona Avenues on Tuesday, July 3, 2018, set up from 8:30 a.m. to 9:30 a.m., event and takedown 9:30 a.m. to 12:30 p.m.; 2) Ocean Park Association to hold an Independence Day parade on Wednesday, July 4, 2018, set up from 9-10 a.m., event and take down 10 a.m. to noon, rain date July 5<sup>th</sup>, 2018; starting on Temple Avenue; 3) Ocean Park Association to hold the Ocean Park 5k Race on Friday, July 27, 2018, set up from 3-5 p.m., event and take down from 5-8 p.m. in Ocean Park; 4) Ocean Park Association to hold Square and Line Dances in the Ocean Park Square on Temple Avenue between West Grand Avenue and Seaside, Wednesday, July 4<sup>th</sup>, 2018, and Saturday, September 1<sup>st</sup>, 2018, set up 6:30-7:30 p.m., event and take down 7:30-9:30 p.m.; 5) Ocean Park Association to hold Illumination Night on Saturday, August 4, 2018, set up 2-5 p.m., event and take down 5-10:30 p.m. in Ocean Park; 6) Ocean Park Association to hold a Christian Youth Conference Block Dance, on Temple Avenue, between West Grand Avenue and Seaside Avenue on Saturday, August 11<sup>th</sup>, 2018, set up 6:30-7:30 p.m., event and take down 7:30-9:30 p.m.**

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

**VOTE: Unanimous.**

**# 7152 Discussion with Action: Approve the Liquor License Renewals for Portland Avenue Associates dba/Grand Beach Inn (202-3-5), 198 East Grand Avenue, m-s-v in a Hotel- Food Optional; KTD Inc. dba/Bell Buoy Restaurant (205-4-5-B), 24 Old Orchard Street, m-s-v in a Restaurant; Pun Saloon LLC dba/Uptown O'Leary's Public House (206-31-9-A), 41 Old Orchard Street, m-s-v in a Restaurant; Jumpin Jake's LLC dba/Jumpin Jake's Café (208-3-3), 181 Saco Avenue, m-s-v in a Restaurant; Surf's Up LLC dba/Surf-6 Restaurant (306-2-9-A), 2 Cortland Street, m-s-v in a Restaurant/Lounge; Chrysanthe Dikos dba/Chrys's Restaurant (306-5-1-E), 6 East Grand Avenue, m-v in a Restaurant; TPR Inc. dba/Bull & Brew Winhouse (306-5-2), 6 East Grand Avenue, m-s-v in a Lounge; TPR Inc. dba/Tequila Frogs Local Cantina (306-5-3), 8 East Grand Avenue, m-s-v in a Restaurant/Lounge; Patio Pub Inc. dba/Hooligans Landing (306-6-1-DD), 2 Old Orchard Street, m-s-v in a Restaurant; Patio Pub Inc. dba/Nat's Pizza (306-6-1-I), 2 Old Orchard Street, m-s-v in a Restaurant/Lounge; and Patio Pub Inc. dba/Pier Patio Pub (306-6-1-J), 2 Old Orchard Street, m-s-v in a Restaurant/Lounge.**

**MOTION: Councilor Tousignant motioned and Councilor Kelley seconded to Approve the Liquor License Renewals as read.**

**VOTE: Unanimous.**

**ADJOURNMENT**

**MOTION: Councilor Tousignant motioned and Councilor Kelley seconded to Adjourn the Town Council Meeting at 7:05 p.m.**

**VOTE: Unanimous.**

**A BUDGET WORKSHOP WILL FOLLOW THE TOWN COUNCIL MEETING: Recreation, Conservation, Memorial Park, Public Works, York County Tax Assessment, Contingency Expense, Street Lights Expense, Solid Waste Expense and CIP (following the Town Council Meeting).**

**A BUDGET WORKSHOP WILL BE HELD ON WEDNESDAY, MAY 9, 2018:  
Harmon Museum, Edith Belle Memorial Library, Assessing, Town Clerk, Elections, Board of Registration, Planning and Code, Tax Abatement Expense, Service Agencies, 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 thirty-seven (37) pages is a copy of the original Minutes of the Town Council Workshop of May 1, 2018.**

**V. Louise Reid**

**TOWN OF OLD ORCHARD BEACH  
TOWN COUNCIL WORKSHOP  
Tuesday, May 1, 2018  
TOWN HALL CHAMBERS**

A Town Council Workshop of the Old Orchard Beach Town Council was held on Tuesday, May 1, 2018, following the Town Council Meeting. Chair Thornton opened the Workshop at 7:15 p.m.

The following were in attendance:

Chair Joseph Thornton  
Vice Chair Shawn O'Neill  
Councilor Kenneth Blow  
Councilor Jay Kelley  
Councilor Michael Tousignant  
Town Manager Larry Mead  
Assistant Town Manager V. Louise Reid  
Finance Director Diana Asanza  
Public Works Director Joseph Cooper  
Mary Beth Robillard – Memorial Park Chair

Absent:

The Workshop this evening will consider budgets for the Recreation Department, Conservation Commission, Memorial Park and Public Works, York County Community Tax, Contingency Expense, Street Lights Expense, Tax Abatements Expense.

**York County Community Tax**

20116-50350- Annual Appropriation – Subsidy Expense of \$906,100.

**Contingency Expense**

20118- The Town Manager has appropriated \$170,000.

**Street Lights Expense – 20140**

50400 – Electricity Expense – the Town Manager is recommending \$242,000.

50452 – Operating Equipment Repair Expense – The Town Manager is not recommending funding.

The total amount for Street Lights Expense is \$242,000.

**Conservation Commission**

Two lines were increased. The operating budget was approved as is. It was noted that the Commission is much focused on the salt marshes, removing and eradication of dangerous species.

## Memorial Park Committee

The Council accepted the recommendation of the Town Manager related to the Memorial Park budget and also the CIP discussion. One of the issues was the number of mowing of the Memorial Park (32 for April to November) which some thought was excessive but consideration in that would be rain dates and also the desire to keep the park in top condition. The Committee was congratulated for keeping the park attractive and visible. In the area of the CIP request for \$150,000 the Town Manager suggested raising that to \$170,000 related to the movement of the Veterans Monument. A lower number was suggested in bids for lighting. Councilor Tousignant suggested we spread the amount over more than one year. Put \$150 now and move the project to FY20 so that we have more time to play with the numbers. Councilor Blow is in favor of this and to do it now. It would be better to have more current numbers. Chair Thornton was in favor of doing it now but concerned with the differences in the quotes from the two vendors. We don't want to start and find out we don't have enough money. The Town Manager is to get information from Richardson Associates for the meeting on May 15<sup>th</sup>.

## Recreation:

The Recreation Director reported on the many events happening through the work of the Recreation Department staff.

The Recreation budget (20171) - increased \$10,475 or 4.6%. The FY18 Budget was \$225,232 and the FY19 Proposed Budget is \$235,707.

50101-50106 – Full Time Wages increased \$3,625 or 2.2%. The Department has four full time employees; the Director, the Assistant Director and two Recreation Programmers.

50310 – Service Contract Expense increased \$3,060. The increase will fund regular weekly cleaning of the offices and multi-purposes room.

50402 – Phone expense decreased \$535 or 15% to reflect current charges.

50500 – Administrative/Office Supplies expense increased \$500 to reflect current expense experience for supplies and equipment.

50509 – Other Facilities Maintenance Expense increased \$300 or 13% to reflect actual expense experience in FY16, FY17 and FY 18 year-to-date.

50520 – Special Event Expense increased \$3,500 or 58%. The Department is proposing to add three additional concerts to its successful concerts in the park series and to locate them at the Ballpark. There would still be five held in Memorial Park.

## Public Works Expense – 20151- up \$102,606 or 6.6%

It was noted that the \$40,000 for downtown cleaning is one of the major reasons for the increase. \$30,000 in wages and \$25,000 in the operational repairs added to the increases.

**50101 – Department Head Salary increased by \$3,587 or 5%. This reflects a 2% COLA FOR NON-Union employees and a 3% increase above the starting salary at initial hire in November 2016.**

**50106 – Full Time Wages increased \$25,849 or 5.2%. There are 12 positions. All are covered by the AFSCME Union Contract except for the non-Union Administrative Operations Manager. This increase covers two budget years because the Union Contract was not finalized until after the current year's budget (FY18) was ratified and approved by the Town Council.**

**50108 – Seasonal Employee Wages increased \$5,040 or 8.2%. This is because the increase in the minimum wage necessitates an increase to the stipend for our Beach Cleaning People and the hourly rate for laborers to work with regular DPW crews has increased to \$15.**

**50110 and 50111 – Overtime wages increased \$3,250 reflecting the increase in regular wage rates over the past two budgets.**

**50300 – Professional Engineering Services Expense increased \$6,000 due to increased cost for storm water regulations compliance support provided through Cumberland County Soil and Conservation Services. This was increased to \$79,500 due to Cumberland County increase in their compliance fees.**

**50318 – Beach Cleaners expense increased \$40,000 or 22.8%. This line is for the seasonal contract for downtown and beach maintenance. The FY18 contract was unable to perform at a satisfactory level last summer. The Town went out to bid for the service and the cost increased substantially.**

**50336 – Equipment Rental expense decreased \$4,000 to reflect actual cost experience in FY17 and FY18 year-to-date. This was decreased from \$13,000 to \$9,000.**

**50405 – Heating Fuel expense decreased \$2,000 or -13%. The replacement of the overhead doors in the service bays has reduced heating fuel consumption. Reduced to \$13,000.**

**50452 – Operating Equipment Repair expense has increased \$25,000 or 20%. The Department is encountering a growing number of major repairs that cannot be done in-house. This includes but is not limited to proprietary software repairs to vehicles. Actual expense in Fy16 was almost \$140,000; FY17 expenses were \$152,000; and expense in FY18 year-to-date is over \$123,000. This was increased from \$125,000 to \$150,000 as much of the major work cannot be done in house.**

**50510 – Vehicle Fuel expense decreased 10% to reflect the actual cost in recent budget years. This decreased by \$5,000 from \$50,000 to \$45,000.**

**50511 – Ground Maintenance Expense decreased \$5,000 (-8.6%) to reflect the actual cost in recent budget years. It decreased from \$58,000 to \$53,000.**

**50515 – Road Salt Expense increased \$12,000 or 20% to reflect the actual cost in the past two budget years. Difficulty in getting salt this year saw the increase from \$60,000 to \$72,000.**

**Councilor Blow also indicated that we look into training for equipment software repairs on vehicles. It will, in the long run, save on having to send equipment to be repaired.**



In the discussion of impaired water it was noted that streams, rivers and lakes are used for recreation and fishing and may provide water for drinking or agriculture. When water is contaminated by pollutants, the water bodies are considered impaired. These impairments are related to the amount of pollution that has occurred in or near the water body. An enormous amount of time and cost factors were around crumbling catch basins, outfall pipes and necessity for cleaning. Catch basins help minimize flooding and protect water quality by removing trash, sediment, decaying debris, and other solids from stormwater runoff. These materials are retained in a sump below the invert of the outlet pipe. Catch basin cleaning reduces foul odors, prevents clogs in the storm drain system, and reduces the loading of suspended solids, nutrients, and bacteria to receiving waters. During regular cleaning and inspection procedures, data can be gathered related to the condition of the physical basin structure and its frame and grate and the quality of stormwater conveyed by the structure. Observations such as the following can indicate sources of pollution within the storm drain system:

- Oil sheen
- Discoloration
- Trash and debris

Both bacteria and petroleum can create a sheen on the water surface. The source of the sheen can be differentiated by disturbing it, such as with a pole. A sheen caused by oil will remain intact and move in a swirl pattern; a sheen caused by bacteria will separate and appear “blocky”. Bacterial sheen is not a pollutant but should be noted. Observations such as the following can indicate a potential connection of a sanitary sewer to the storm drain system, which is an illicit discharge.

- Indications of sanitary sewage, including fecal matter or sewage odors
- Foaming, such as from detergent
- Optical enhancers, fluorescent dye added to laundry detergent

Each catch basin should be cleaned and inspected at least annually. Catch basins in high-use areas may require more frequent cleaning. Performing street sweeping on an appropriate schedule will reduce the amount of sediment, debris, and organic matter entering the catch basins, which will in turn reduce the frequency with which structures need to be cleaned.

Catch basin inspection cleaning procedures should address both the grate opening and the basin’s sump. Document any and all observations about the condition of the catch basin structure and water quality on the Catch Basin Inspection Form. Catch basin inspection and cleaning procedures include the following:

1. Work upstream to downstream.
2. Clean sediment and trash off grate.
3. Visually inspect the outside of the grate.
4. Visually inspect the inside of the catch basin to determine cleaning needs.
5. Inspect catch basin for structural integrity.
6. Determine the most appropriate equipment and method for cleaning each catch basin.
  - a. Manually use a shovel to remove accumulated sediments, or
  - b. Use a bucket loader to remove accumulated sediments, or
  - c. Use a high pressure washer to clean any remaining material out of catch basin while capturing the slurry with a vacuum.
  - d. If necessary, after the catch basin is clean, use the rodder of the vacuum truck to clean

downstream pipe and pull back sediment that might have entered downstream pipe.

7. If contamination is suspected, chemical analysis will be required to determine if the materials comply with State DEP Hazardous Waste Regulations. Chemical analysis required will depend on suspected contaminants. Note the identification number of the catch basin on the sample label, and note sample collection on the Catch Basin Inspection Form.

8. Properly dispose of collected sediments. See following section for guidance.

9. If fluids collected during catch basin cleaning are not being handled and disposed of by a third party, dispose of these fluids to a sanitary sewer system, with permission of the system operator.

10. If illicit discharges are observed or suspected, notify the appropriate Department (see "SOP 10: Addressing Illicit Discharges").

11. At the end of each day, document location and number of catch basins cleaned, amount of waste collected, and disposal method for all screenings.

12. Report additional maintenance or repair needs to the appropriate Department.

Stormwater Improvements – PACTS project in 2020 is due for paving – Temple Avenue but could be the Fall of 2020. This part of Town is impaired streams and want to get this done before paving. West Grand has failing seams from Tiago to the Tide Gate.

Outfall cleaning – presentation done with the work that was done on the stormwater drainage. Need to keep going with maintenance. This is a starting point. They have GPS coordinates to locate them. One outfall could cost \$50K or two could cost \$50K as cost is unknown. They can't check them out and give us an update until they are inspected by the camera.

Lengthy discussion continued on roads and sidewalk construction and upgrades. Goals include the reconstruction of streets sidewalks and bicycle facilities with an emphasis on Complete Streets approach; designing the streets for all users. Repair and upgrading of town street systems to ensure integrity is maintained for as long as possible once construction is complete. The need to maintain safe, accessible streets and sidewalks was encouraged. The need to address these changes with minimum disruption to community life. The Public Works Director indicated that they aim to effectively communicate design and construction projects with neighborhoods and facilitate a more integrated design process and provide reasonable access during street reconstruction.

There was a long discussion on the purchase and need for equipment and vehicles and the Public Works Department is establishing procedures and policies that the Public Works vehicles and motorized equipment are selected, acquired, utilized and maintained in a manner that provides the best possible support to the Town's operations through economical and environmentally responsible fleet management. Management to secure that staff will provide careful use of its fleet of vehicles and motorized equipment including the purchasing, ownership, maintenance, repair, replacement, and disposal is not in an economical and fiduciary fashion.

The area of Potvin's Market needs to be done to close it out a little bit. We will be looking for money for the sidewalk the length of the road. We will be looking for money to have a sidewalk that length of the road – this is one piece that has been identified and another piece by Marcotte's Motors that needs to be installed. For Old Orchard Street – it is now 35 years old and this request are to start a conversation on what needs to be done. There are lots of repairs that need to be done. What are we going to do – brick or something else. We have to wash them daily and that can add to the erosion. This does not count the Square. We have to take up the trees and replant, plus replace the lamppost. Need to look at this year. Will involve a discussion of stakeholders. Councilor Blow wants us to concentrate on the most cost

effective. Lights could cost double \$8,000 to \$9,000 and singles are \$6,000. It was recommended that we get a Committee together to work on this and hire a consultant. It is important to get a consultant. Jay asked to look at Portland Avenue from Cascade to Beaver Creek - \$134,000 for this work for asphalt.

#### **Sewer Issues:**

9<sup>th</sup> Street – camera used last year and it needs to be replaced.  
Forthill Avenue pipe has deteriorated and have to flush this system often.

#### **Road Maintenance:**

Lewis will be paved next week- Lewis, Miles and Seavey and it would be nice to match the work on Old Orchard Street. Maybe it would be good to hold off until Old Orchard Street are done. Getting a price on Portland Avenue sidewalk. Revisit Portland Avenue sidewalk and get a price for Council. Buying the MV2 and keeping the older model was to be a backup. The attachment is to have a backup and the ribbon blower will provide a backup. The question was asked if the third one is worth getting rid of? Building improvements – remove oil utility and electrical panel. Need to do PD and then the Boardwalk.

Desire to Lease the Plow Truck – will have the clam shell attachment. Councilor Blow was not sold on this. If you can get away with a six wheeler than a ten wheeler why can't buy a smaller dump truck? How many hours on the Vactor truck and what is the life expectancy? Issues that we are facing are that we are under the gun to do a lot more cleaning and inspections of manholes per DEP. Have to do half every other year and Ocean Park have to do every year. The question was asked if this could be contracted out and what the cost would be. It was suggested that we revisit the truck issue. They were all good with the Sidewalk Plow.



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# Recreation

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## Administration

The administrative division prepares and manages the Department; program and operating budgets; recruits and trains regular, part-time and voluntary personnel; establishes and advises Department special interest associations; and assists quasi-public organizations in the delivery of recreation services. The division is responsible for securing and administering Federal, State and City funds for recreation capital improvements; scholarships; comprehensive department planning; and helps with other town parks and recreation facilities. The Department as a whole works cooperatively with most of the other departments within the town, including the school department, library and private organizations to stretch resources, deliver services, and provide support to achieve the quality services that the citizens of Old Orchard Beach have come to expect.

## Recreation Division

We strive to provide programs that will meet the leisure needs of the citizens of Old Orchard Beach. The Department focuses on offering a variety of programs to serve the various individual populations within the community – pre-school, youth, teens, and adults. We strive to provide all programs in a financially sound and responsible manner. The Recreation Department will continue to be guided by a cost-of-service principle with regard to our rates, fees, and charges. We are committed to continuing improvements in all programs, and will provide value to our participants. Through our collaborating efforts with area communities our youth are able to compete in various sports programs: Football,

Soccer, Cheering, and Basketball. This division assists many special interest groups with delivery of services. Hundreds of volunteers along with the business community and civic organizations greatly enhance our ability to serve Old Orchard Beach citizens by contributing thousands of dollars and countless volunteer hours in the delivery of recreation programs. We continue to strive for customer service excellence in order to keep pace with the changing needs and interests of our citizens in their leisure pursuits.

#### **Child Care Division**

One of the most successful areas in our department is our Gull Care After School Program. Our Vision has been, and always will be, to provide programs that meet and exceed State of Maine Child Care Center Regulations. As a Recreation Department we are not obligated to meet such high regulations but we do so to provide quality care for our students and families. Child care opportunities provide include: School Vacation Camps, Teacher Workshop Days, Early Release Days, Summer Day Camp, and Gull Challenge Day Camp.

#### **Senior Division**

The 50 Plus Program will serve the community as a progressive leader in quality recreation, leisure, and learning activities for active adults. In an attempt to better understand what our 50 +/- group needs from our department we have organized an activity group that meets monthly to generate program ideas. The 14 passenger bus is a critical resource to this group, which allows us to expand program offerings.

#### **Community Events Division**

Some of the major community events we coordinate, or assist in are: Concerts in the Park, Egg-stravaganza, Christmas by the Sea, Jimmy the Greeks Frozen 4 miler, Christopher Cash Race, High School Basketball Tournament, Frist Night, Winter Carnival, Memorial Day Parade, Ironman Triathlon.

## Line Item Justifications for 20171 Recreation Department Expense

20171 50101 - Department Head Salary (1)<sub>[JW1]</sub>

20171 50106 - Full – Time Employee Wages (2)<sub>[JW2]</sub>

20171 50121 – Annual Stipend<sub>[JW3]</sub>

We follow the State Regulations for Childcare Facilities and childcare services. In doing so, we have to provide a lead teacher which our Assistant Director has the education back ground to fill this role.

20171 50251 - Conference / Training<sub>[JW4]</sub>

- 1.) MRPA Fall Conference
  - a. 4 Staff members – Total \$300
- 2.) MRPA Annual Conference
  - a. 4 Staff - Total \$550
- 3.) Northern New England Recreation & Parks Conference
  - a. 3 Staff - Total \$850
- 4.) National Parks and Recreation Conference –
  - a. 1 Staff – total \$1,100

20171 50252 - Travel / Food / Lodging<sub>[JW5]</sub>

- 1.) Mileage: Total department mileage for the year 4,000 miles at \$ 0.48 per mile
  - a. Total \$2,000
- 2.) Lodging and food for conference and training
  - a. \$1350

20171 50256 - Dues / Memberships / Licenses<sub>[JW6]</sub>

- 1.) National Parks and Recreation Association - \$150
  - 2.) Maine Parks and Recreation Association Agency - \$175
    - a. (3) at Professional \$45 = \$135
    - b. (1) Associate \$30
-

- c. (1) Citizen/Board for the elected chair of the Recreation Board \$10  
(becoming a agency member we can add people for only \$15 per person)
- 3.) Southern Maine Association of Recreation Technicians (SMART)
  - a. (4) at \$25 per person = \$100
- 4.) Sam Club Membership
  - a. \$25

**20171 50310 - Service Contracts**

**\$ 10,060**

This accounts funds the following:

- 1.) Water Company – Due to no water fountain in our area
  - a. About \$62.50 per month - \$750(JW7)
- 2.) Cintas First Aid and Safety - \$1,000(JW8)
- 3.) ~~Stripping and waxing floor/steam clean rubber floor and carpets~~
  - a. ~~Twice a year @ \$750 per time~~
  - i. ~~Total \$1,500(JW9)~~
- 4.) Recreation software and on-line (module)(JW10)
  - a. Website - \$1000
  - b. Cloud - \$150
  - c. Online registration - \$500
  - d. Management Software \$1,400
  - e. Advanced Activity - \$700
  - Total \$3,750
- 5.) Commercial Cleaning(JW11)
  - a. Once a week disinfectant and Cleaning of our Recreation Offices and multi-purpose room
    - i. 3.5 Hours @ 30 per hour – \$4,560

**20171 50312 - Recreation Scholarships**(JW12)  
**10,000**

**\$**

We have had an unprecedented number of people request assistance. Times are hard for many people in our community and as the demographics show, these are the people that are in need of our services.

**20171 50320 - Advertising**(JW13)

**\$ 2,000**

This account includes the cost for printing and advertising in our local papers and brochures

- 1.) Summer/Fall Brochure
- 2.) Winter/Spring
- 3.) Newspapers
  - a. Speical events
  - b. Skatepark Bids
  - c. Part-Time advertising

**20171 50402 - Phone / Cellular** [JW14]

**\$ 3,000**

- 1.) Cell Phone total: \$1,980
  - a. Director - \$ 900
  - b. Asst. Director - \$ 600
  - c. (2) programmers - \$ 480
- 2) ATT Child Care Cell \$360
- 3) Phone hardware Repairs/Replacement

**20171 50404 - Networking/Internet** [JW15]

**\$ 1,400**

Time Warner increased service (\$116.50 monthly = \$1,398 annually)

**20171 50453 - Vehicle Repair / Tires / Oil** [JW16]

**\$ 1,600**

This account includes the cost of basic maintenance, Oil Change, Inspection, Registration, tire rotation.

**20171 50500 - Admin / Office Supply / Equipment** [JW17]

**\$ 1,500**

This account includes the cost of general office supplies including ink and masters for the duplicating machine, writing implements, staples, paper clips, envelopes, laminating supplies, binders, folders, etc.

**20171 50501 - Operation Supplies** [JW18]

**\$ 2,000**

This account includes the cost of janitorial supplies such as paper towels, cleaning fluids, toilet paper, etc. for the office.



2017/1 50502 – Printing & Copying Expense [JW19]

\$3,000

20171 50509 - Other Facilities Maintenance [JW20]

\$ 2,500

20171 50510 - Vehicle Fuel [JW21]

\$ 3,000

The account includes the cost of gas for Recreation two buses.

20171 50520 - Special Events / Community Events [JW22]

\$10,000

Although the town is funding only two special events the department is still doing multiple events. 5 Concerts in Memorial Park 3 Concerts at the Ball Park

Concerts in the park	\$9,000
Egg-Stravaganza	\$1,000

## OOB Conservation Commission 2019 Budget

TOWN OF OLD ORCHARD BEACH  
CONSERVATION COMMISSION  
FY2019 Budget Request

Budget areas with rough dollar estimates are summarized below:

### 20173 Conservation Commission Expense

#### 20173 50251 Conf / train

Education, mapping, training, conferences, website improvements: \$400.00

#### 20173 50256 Dues / License

MEACC membership dues: \$ 200

#### 20173 50300 Professional / Engineering (contracted expenses - studies, contingency, etc.)

Surface Water and MST Testing (by others - contingency backup): \$1,000

Invasive Species Eradication (Phragmites - CMP ROW,  
off OOB - ET Trail - School St. Ext. - by others via RFP) \$5,000

Kayak set-ins \$2,000

#### 20173 50320 Advertising

Legal Advertising Expenses \$0

#### 20173 50511 Grnds/ Maint

Maintenance of trail entrances and kiosks \$2,800

Kiosks/Signage for four (4) locations @ \$500 ea: \$2,000

Total Conservation Commission Expense \$13,440

**Veterans Memorial Park**

**50108 Seasonal Wages**

**Dept. Recommendation: \$18,000**

This account funds the wages for any seasonal workers during the summer park months  
1 x 40 hours x \$15 x 30 weeks

**50300 Professional Engineering Services**

**Dept. Recommendation: \$4,250**

This account funds professional services for technical support, landscape expertise, and other miscellaneous professional services, as needed. Primary need is for a licensed arborist to prune trees.

40 hrs X \$100.00/hr. = \$4,000.00  
Tree Inspection = \$ 250.00

**50310 Service Contracts**

**Dept. Recommendation: \$26,485**

This account funds the various service contracts such as fertilization and other specific lawn care, as well as the playground equipment located in memorial Park's annual inspection.

* Defining Lines (Mowing/Aeration)	\$11,780 (32 mowing's @ \$340.00 + \$900 aeration)
* Mainely Grass- fertilization	\$ 6,950 (Sole Source)
* Playground inspection	\$ 300 (Sole Source)
* Irrigation Doctor - sprinkler system	\$ 1,800
- Turn on system, head replacement and leaks throughout year	
* Playground parts	\$ 2,400
* Defining Lines (edging)	\$ 2,400
* Defining Lines (Weed Control 3 applications @ \$285	\$ 855

**50346 Property Damage**

**Dept. Recommendation: \$1,000**

This account funds property damage due to vandalism, wear and tear, or other acts of nature.

Larger vandalism to the public restrooms, light fixtures, or other larger costs will be coordinated with DPW.

**50401 Water**

**Dept. Recommendation: \$0**

This account funds the sprinkler system and comfort station and it is part of PW water meter.

## Veterans Memorial Park

### 50455 Electrical Repairs

Dept. Recommendation: \$2,000

This account funds maintenance (light bulb changes) as well as installation of some special lighting at the Memorial Park gazebo, near the public restroom and near the dog park, as needed.

### 50501 Operating Supplies

Dept. Recommendation: \$8,000

This account funds a variety of supplies related to the park, playground, basketball/tennis courts, etc. Mulch, Wood Chips (Playground), BB Rims & Nets, Tennis Court Nets, Flags and Dog Park Benches & Shelter.

### 50511 Grounds Improvements

Dept. Recommendation: \$7,000

This account funds the materials and supplies needed to maintain the parks as well as plants and tree replacement.

PLANTS/PLANTING AREAS: Memorial Park Committee, in conjunction with DPW, will fund and supervise the purchasing, planting and nurturing of the planting areas at Memorial Park, Town Hall, entrance from the turnpike and the various planting areas at the end of Old Orchard Street. Small tree, rose bushes, shrubs, flowers and other native plants are kept in these garden areas. A combination of contracted help and volunteers will be utilized for this work.

TREES: Memorial Park Committee will also purchase, plant and nurture the tree plantings throughout town, in the parks as well as street trees. DPW will continue to fund the removal of dangerous street trees and will assist with the equipment/labor for installing any new trees. DPW will also continue to do tree trimming as it relates to site distance and snow plow routes.

Plantings/Trees	
Tree replacement (4 Est)	\$2,100
Annual/Perennial Plants	\$2,900
Maintain Petanque Courts	\$400
Walkways (edging & stone dust)	\$1,600
TOTAL	\$7,000

Total Budget

\$ 66,735

**Old Orchard Beach Veteran's Memorial Park Technical Development**  
 Old Orchard Beach, Maine

**Landscape Architectural Services Proposal**

April 27, 2017  
 Richardson & Associates, Landscape Architects

<b>I. Design Development/Permitting</b>	<b>\$5,682.00</b>
Develop Overlay Site Documentation with Additional Detail Materials and structures (steps, terraces, overlooks) Planting palette and preliminary schedule Develop Detail Studies for Speciality Elements: Walls, Benches Coordination with Technical Partners (Civil/Structural/Geotech, etc) Permitting Support to Town- Generate Appropriate Drawings to Support Submissions Further Refinements to Design Development Package Refinement to Cost Estimate Based on Final Design Communication and Coordination with Town and Committee  Meetings: <b>(1) 2 Hour Meeting Review Preliminary Design Development Alternatives</b> Present Preliminary Design Development Package Discussion of Revised Cost Deliverable: Design Development: Plans, Sections, Precedent Images Prep, Travel, Follow-up <b>(1) Follow-up Call / Meeting - Review Refined Design Development Package</b> Present Refined Design Development Package Final Discussion of Budget & Cost Deliverable: Design Development: Plans, Sections, Precedent Images Prep, Travel, Follow-up	
<b>II. Technical Development</b>	<b>\$8,520.00</b>
Develop Technical Detailing and Approach Per Approved Master Plan Develop Applicable Construction Drawings (85 % and 100%) and Specifications, As Appropriate Site Preparation and Demolition Plan Grading and Drainage Plan Materials Plan Layout Plan Lighting Plan Planting Plan Site Details  Research/Visit with Craftspeople/Fabricators/Resources Collaboration & Coordination with Town & Committee Coordination with Technical Partners (Civil/Structural/Mechanical/Geotech, etc) Reviews by Town / Committee  Meetings: <b>(2) Hr Meeting - Town Representative</b> Review 85% Construction Document Set <b>(1) Follow-up Call/Meeting - Town Representative (s)</b> As Needed : Final Delivery 100 % Set and/ or Revisions	
<b>III. Bidding Administration-Support Role Only</b>	<b>\$1,335.00</b>
Respond to RFI's Communication and Coordination with Town / Committee as Needed	
<b>IV. Construction Administration</b>	<b>\$8,600.00</b>
Ongoing Contractor Coordination and Communication Collaboration & Coordination with Town / Committee Coordination with Technical Partners (Civil/Structural/Mechanical/Geotech, etc)  Site Visits: <b>(8) On-Site 4 Hour Construction Administration Visits</b>	
<b>TOTAL SERVICES</b>	<b>\$24,937.50</b>
<b>ESTIMATED DIRECT EXPENSES</b>	<b>\$750.00</b>
<b>OVERALL TOTAL</b>	<b>\$24,687.50</b>

**Old Orchard Beach Veteran's Memorial Park Technical Development**

Old Orchard Beach, Maine

**Landscape Architectural Services Proposal**

April 27, 2017

Richardson & Associates, Landscape Architects

**I. Design Development/ Permitting \$5,682.50**

Develop Overlay Site Documentation with Additional Detail  
Materials and structures (steps, terraces, overlooks)  
Planting palette and preliminary schedule  
Develop Detail Studies for Speciality Elements: Walls, Benches  
Coordination with Technical Partners (Civil/Structural/Geotech, etc)  
Permitting Support to Town- Generate Appropriate Drawings to Support Submissions  
Further Refinements to Design Development Package  
Refinement to Cost Estimate Based on Final Design  
Communication and Coordination with Town and Committee

Meetings:

**(1) 2 Hour Meeting Review Preliminary Design Development Alternatives**

Present Preliminary Design Development Package

Discussion of Revised Cost

Deliverable: Design Development: Plans, Sections, Precedent Images

Prep, Travel, Follow-up

**(1) Follow-up Call / Meeting - Review Refined Design Development Package**

Present Refined Design Development Package

Final Discussion of Budget & Cost

Deliverable: Design Development: Plans, Sections, Precedent Images

Prep, Travel, Follow-up

**II. Technical Development \$8,520.00**

Develop Technical Detailing and Approach Per Approved Master Plan  
Develop Applicable Construction Drawings (85 % and 100%) and Specifications, As Appropriate  
Site Preparation and Demolition Plan  
Grading and Drainage Plan  
Materials Plan  
Layout Plan  
Lighting Plan  
Planting Plan  
Site Details

Research/Visit with Craftspeople/Fabricators/Resources

Collaboration & Coordination with Town / Committee

Coordination with Technical Partners (Civil/Structural/Mechanical/Geotech, etc)

Reviews by Town / Committee

Meetings:

**(2) Hr Meeting - Town Representative**

Review 85% Construction Document Set

**(1) Follow-up Call/Meeting - Town Representative (s)**

As Needed - Final Delivery 100 % Set and/ or Revisions

**III. Bidding Administration- Support Role Only \$1,135.00**

Respond to RFI's

Communication and Coordination with Town / Committee as Needed

**IV. Construction Administration \$8,600.00**

Ongoing Contractor Coordination and Communication

Collaboration & Coordination with Town / Committee

Coordination with Technical Partners (Civil/Structural/Mechanical/Geotech, etc)

Site Visits:

**(8) On-Site 4 Hour Construction Administration Visits**

TOTAL SERVICES \$28,937.50

ESTIMATED DIRECT EXPENSES \$750.00

OVERALL TOTAL \$24,687.50

**VETERAN'S PARK**

Old Orchard Beach, ME  
2/1/18

**Note:** This estimate is for the improvement recommendations identified on the Master Plan for the VETERAN'S PARK. Because of the planning nature of this document, the cost estimate inherently makes assumptions about the specific nature of existing conditions, and the type, quantity, and quality of materials. A 15% contingency has been added for this purpose. It does not include professional fees for design and engineering, permitting costs, or in-house, or in-kind services or materials. This estimate is only intended to identify the general magnitude of costs associated with the elements of the plan. All costs should be verified as specific plans are developed for each recommended improvement.

\*Estimate does not include provisions for utilities such as electrical or plumbing nor sub-surface storm water drainage

ITEM TO BE PROVIDED BY THE TOWN OF OLD ORCHARD BEACH

**Preliminary Estimate of Probable Construction Costs**

Category	Item	Material	Quantity	Unit	STAINLESS STEEL FABRICATORS	SALMON FALLS NURSERY	JOSH PRATT INC.	OLD ORCHARD BEACH
<b>Earthwork and Demolition</b>								
Site Preparation	Demo (OOB will be responsible for all demo on site)							
Grading & Earthwork	Site Work (reshaping and prep of hardscape and planting)			Allowance		\$49,500.00	\$10,000.00	
	Erosion and Sediment Control (silt fence installation around perimeter of project)			Allowance		\$3,000.00	\$2,500.00	
	Repairs of Access to Site (refinishing areas of stonedust pathway)			Allowance		\$3,500.00	\$2,500.00	
	Grubbing and stump removal (OOB will be responsible for grubbing and stump removal)							
<b>Hardscape</b>								
Paving	Gravel Base for All Paved Areas	Gravel	90	cy		\$52,905.00	\$27,500.00	
	Concrete Walkway From Existing Walkway to Top of Park	Rough Broom Concrete	1300	sf		\$8,200.00	\$4,500.00	
	Colored Concrete Paving in Central Area Top of Park	Colored Concrete Paver	1500	sf		\$15,730.00	\$8,000.00	
	Stainless Steel Bands 9" Wide Strips from Memory Walls into Central Area	Stainless Steel	60	sf	\$1,500.00	\$28,875.00	\$15,000.00	
<b>Planting</b>								
	Loam All Lawn and Planting Areas		400	cy		\$82,750.00	\$75,500.00	
	Deciduous Trees 2-2.5" caliper		35	Allowance		\$18,400.00	\$20,000.00	
	Landscaped Area Shrubs		11250	sf		\$15,750.00	\$27,000.00	
	Strip of Spring Bulbs 9" Strips of Daffodils		600	qty		\$45,000.00	\$25,000.00	
	Hydroseeding All other disturbed areas			Allowance		\$2,100.00	\$2,000.00	
						\$1,500.00	\$1,500.00	
<b>Lighting</b>								
	Path Lighting Fixtures, Wiring, Connections		15	Allowance		\$12,000.00	\$50,000.00	
<b>Site Amenities</b>								
Furniture	Custom Bench (Overall: 40' x 2' x 1.5') (8) 5' Long, 2' Width, 1.5' Height Pieces Thermal Top, Front, Back, Sawn Joints	Granite Block	1	Allowance		\$38,900.00	\$19,000.00	
	Park Benches (4) Backless Park Bench (to be provided by the Town of OOB) Includes Installation on Concrete Pads with Fasteners	Wood	4	Allowance		\$20,900.00	\$5,000.00	
Memory Wall	Stainless Steel Panels (1/4" thick at 4'x10') 304 Stainless Steel with Water Jet Cutting - Lettering @ 3" height Planes to have weld foot pads with holes for anchoring to concrete pads and 9" long Stainless Square Tubing with End Plates for bolting two plates together to make one Memory Wall Includes crane, hardware, labor for installation	Stainless Steel	8	Allowance	\$13,000.00			
	Memory Wall Base Footings	Concrete Base		Allowance		\$6,000.00	\$7,500.00	
	Lighting: LED Strips, wiring, etc.	LED	4	Allowance	\$2,400.00			
Memorial Medalion	Stainless Steel Disk in Central Area 5' Diameter Etched Stainless Steel Disk on Top of Concrete Base	Etched Stainless	20	sf	\$7,000.00			
	Granite Base for Memorial Stainless Steel Disk Edge 6" around Stainless Steel, overall 6' Diameter, 16" Height	Granite	30	sf		\$8,600.00	\$2,500.00	
<b>CONTRACTOR SUBTOTAL</b>						<b>\$242,455.00</b>	<b>\$187,000.00</b>	
<b>Landscape Subtotal Contingency (15%)</b>						<b>\$270,435.00</b>	<b>\$214,900.00</b>	
						\$40,553.25	\$32,235.00	
<b>Landscape Cost Estimate</b>						<b>\$310,908.25</b>	<b>\$247,135.00</b>	

**Town of Old Orchard Beach - Recreation Fund 203  
FY2019 Recreation Program Budget**

**As of: May 1, 2018**

<b>Revenues:</b>			<b>FY 17 Actual</b>	<b>FY 18 Actual</b>
Cheerleading Program Revenue	30302	40800	\$ 445.00	\$ 796.00
Summer Camp Revenue	30305	40800	\$ 70,988.50	\$ 30,627.50
Soccer Program Revenue	30307	40800	\$ 2,533.00	\$ 2,455.00
Rec Fund Raising Revenue	30309	40802	\$ 390.00	\$ 500.00
Adult Program Revenue	30310	40800	\$ 6,608.00	\$ 5,015.00
Special Events Revenue	30311	40800	\$ 1,639.00	\$ -
Basketball Program Revenue	30312	40800	\$ 3,749.00	\$ 3,308.00
Karate Program Revenue	30317	40800	\$ 3,415.00	\$ 1,230.00
Football Program Revenue	30319	40800	\$ 2,077.00	\$ 2,268.00
Wrong Account	30321	40800	\$ -	\$ -
After School Care Program Revenue	30322	40800	\$ 112,225.39	\$ 97,710.20
General Programs Revenue	30399	40800	\$ 8,343.50	\$ 11,089.20
<b>Total Revenues</b>			<b>\$ 212,413.39</b>	<b>\$ 154,998.90</b>

**Expenses:**

Rec-Non Program Expense	30200	50317	\$ 6,597.81	\$ 6,630.44
Debit / Credit Card Fees		50540	\$ 10.00	\$ -
Skateboarding Park Expense	30201	50311	\$ 380.00	\$ 600.00
Cheerleading Expense	30202	50311	\$ 521.05	\$ 1,374.82
Summer Camp Expense - Seasonal Wages	30205	50108	\$ 51,623.16	\$ 58,298.54



			\$		
FICA & Medicare Exp.	50201		3,949.17	\$	4,459.84
			\$		
Program Expense	50311		19,906.62	\$	13,557.70
			\$		
Soccer Program Expense	30207	50311	2,792.15	\$	975.00
			\$		
Adult Program Expense	30210	50311	6,983.57	\$	7,458.38
			\$		
Special Events Program Expense	30211	50311	1,647.76	\$	2,678.28
			\$		
Basketball Program Expense	30212	50311	3,992.76	\$	3,463.26
			\$		
Karate Program Expense	30217	50311	2,992.00	\$	1,198.50
			\$		
Football Program Expense	30219	50311	7,127.90	\$	2,293.47
			\$		
After School Program Expense - Part Time Wages	30222	50107	64,071.19	\$	43,055.78
			\$		
FICA & Medicare Exp.	50201		4,901.45	\$	204.10
			\$		
Program Expense	50311		20,844.08	\$	13,908.52
			\$		
General Program Expense	30299	50311	4,108.24	\$	9,960.97
			\$		
<b>Total Expenses</b>			<b>202,448.91</b>	<b>\$</b>	<b>170,117.60</b>

**Fund Balance as of April 30, 2018**

**62,354.37**

**VETERAN'S PARK**

Old Orchard Beach, ME  
2/1/18

**Note:** This estimate is for the improvement recommendations identified on the Master Plan for the VETERAN'S PARK. Because of the planning nature of this document, the cost estimate inherently makes assumptions about the specific nature of existing conditions, and the type, quantity, and quality of materials. A 15% contingency has been added for this purpose. It does not include professional fees for design and engineering, permitting costs, or in-house, or in-kind services or materials. This estimate is only intended to identify the general magnitude of costs associated with the elements of the plan. All costs should be verified as specific plans are developed for each recommended improvement.

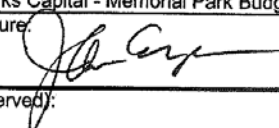
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ITEM TO BE PROVIDED BY THE TOWN OF OLD ORCHARD BEACH

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	Deciduous Trees 2-2.5" caliper		35	Allowance		\$18,400.00	\$20,000.00	
	Landscaped Area Shrubs		11250	sf		\$15,750.00	\$27,000.00	
	Strip of Spring Bulbs 9" Strips of Daffodils		600	qty		\$45,000.00	\$25,000.00	
	Hydroseeding All other disturbed areas			Allowance		\$2,100.00	\$2,000.00	
						\$1,500.00	\$1,500.00	
<b>Lighting</b>								
	Path Lighting Fixtures, Wiring, Connections		15	Allowance		\$12,000.00	\$50,000.00	
<b>Site Amenities</b>								
Furniture	Custom Bench (Overall: 40' x 2' x 1.5') (8) 5' Long, 2' Width, 1.5' Height Pieces Thermal Top, Front, Back, Sawn Joints	Granite Block	1	Allowance		\$30,900.00	\$5,000.00	
	Park Benches (4) Backless Park Bench (to be provided by the Town of OOB) Includes Installation on Concrete Pads with Fasteners	Wood	4	Allowance		\$1,400.00	\$4,000.00	\$4,000.00
Memory Wall	Stainless Steel Panels (1/4" thick at 4'x10') 304 Stainless Steel with Water Jet Cutting - Lettering @ 3" height Planes to have weld foot pads with holes for anchoring to concrete pads and 9" long Stainless Square Tubing with End Plates for bolting two plates together to make one Memory Wall Includes crane, hardware, labor for installation	Stainless Steel	8	Allowance	\$13,000.00			
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<b>Landscape Cost Estimate</b>						<b>\$310,908.25</b>	<b>\$247,135.00</b>	

**TOWN OF OLD ORCHARD BEACH  
CAPITAL IMPROVEMENTS PROGRAM  
REQUEST FORM**

1. Department: Veteran's Memorial Park		2. Date: 2/8/2018	
3. Contact Person & Title: Joe Cooper, PW Director		4. Phone:                      Extension: 207-934-2250	
5. Equipment/Project: VMP Reflection Monument Project		6. Fiscal Year Requested in CIP: 2019	
7. Purpose of Equipment/Project Request Form (check): <input type="checkbox"/> New Equipment <input type="checkbox"/> Replacement Equipment <input type="checkbox"/> Maintenance Equipment Request If Prior Unfunded Request, What FY 1st Submitted?		8. Department Priority: 1	
		9. Form of Acquisition (check): <input checked="" type="checkbox"/> Purchase <input type="checkbox"/> Lease <input type="checkbox"/> Bond	
10. Purpose of Expenditure (check all applicable): <input type="checkbox"/> Increased Safety/Emergency <input type="checkbox"/> Reduce Personnel time <input type="checkbox"/> Expanded Service <input type="checkbox"/> Mandated by Federal, State, or Local Law <input type="checkbox"/> Scheduled Replacement <input type="checkbox"/> New Operation <input type="checkbox"/> Improve Procedures, Records, etc. <input type="checkbox"/> Replace Worn-Out Equipment <input type="checkbox"/> Present Equipment Obsolete <input checked="" type="checkbox"/> Other - Explain: New reflection monument			
11. Number of Units Requested: 1		12. Number of Similar Items in Inventory: 0	
13. Need for Engineering or Consultant Advisory Services? (check): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
14. Cost of Purchase or Annual Lease: (attach copy of vendor est.) Per Unit: \$                      Total: \$150,000		15. Estimated Useful Life in Years:	
16. Description/Justification (attach any supporting documentation/information of description/justification):  Removing monument which currently sits on the top of the hill and bringing it lower for it to be ADA accessible. Will be cutting into the hill and creating ADA pathways to a top circular reflection area. The reflection area will have a circular bench with medallion placed in the ground. The pathway leading to reflection area will have four stainless steel panels with cut out saying from local veterans. The pathways will have 4 benches and path lighting. Trees and shrubs will be installed and include overhead lighting to make people visiting site visible.			
17. Replaced Equipment (if any):			
		Prior Fiscal Year's	
Item	Make	Age	# of Breakdowns
A.			
18 A. Is this new piece of equipment useable by another department (check): <input type="checkbox"/> Yes <input type="checkbox"/> No			
18 B. Is the equipment being replaced useable by another department (check): <input type="checkbox"/> Yes <input type="checkbox"/> No			
19. Recommended Financing Source (if known):  Public Works Capital - Memorial Park Budget			
20. Signature: 			
Notes (reserved):			

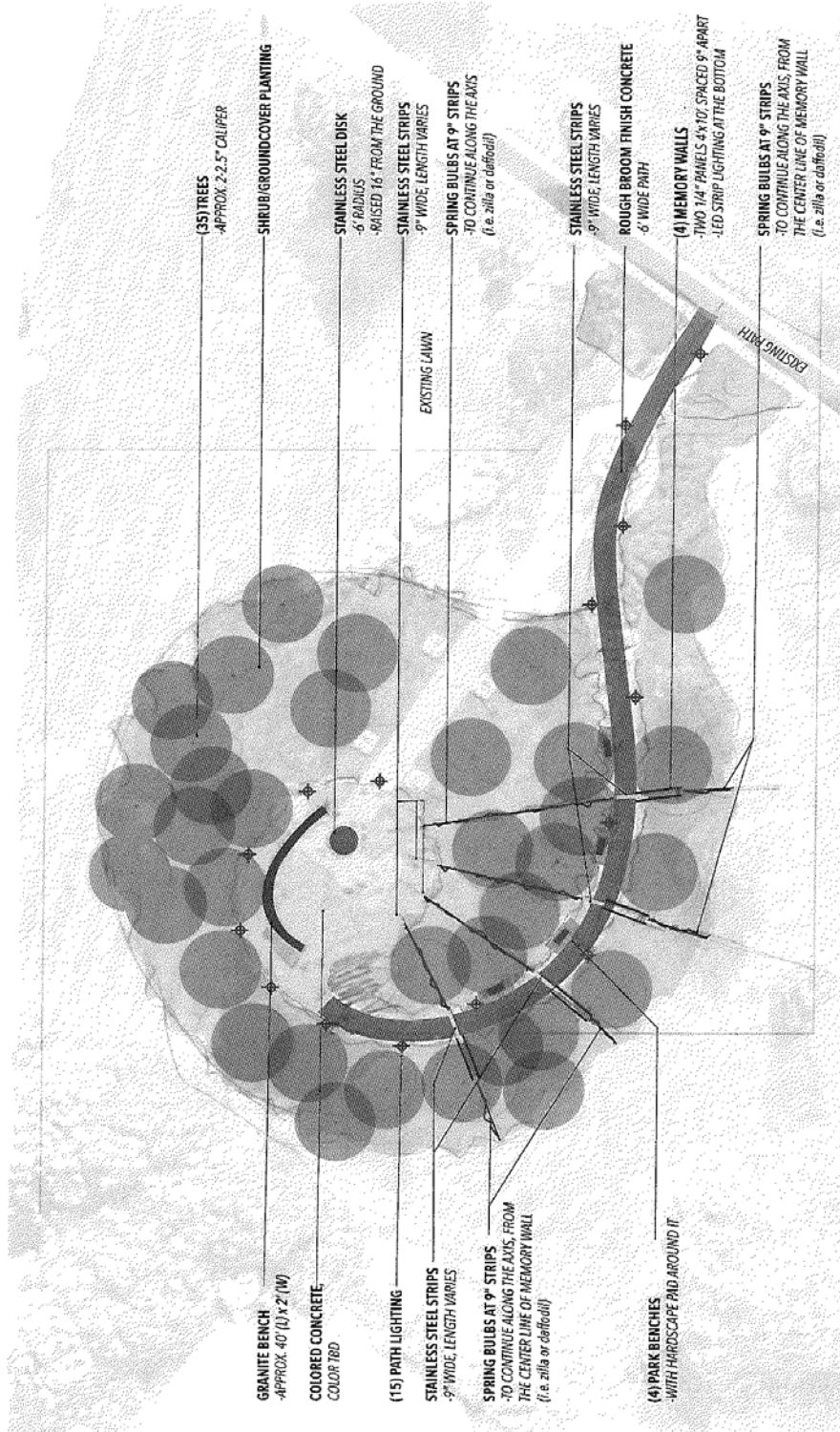


**VETERAN'S PARK**  
**OLD ORCHARD BEACH, MAINE**  
April 27, 2017  
Richardson & Associates, Landscape Architects



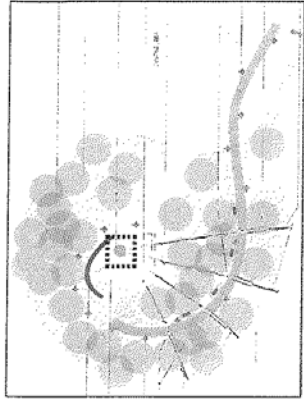
**REVISED CONCEPT PLAN**

VETERAN'S PARK  
 Old Orchard Beach, ME  
 April 27, 2017  
 Richardson & Associates, Landscape Architects



VETERAN'S PARK  
 Old Orchard Beach, ME  
 April 27, 2017  
 Richardson & Associates, Landscape Architects

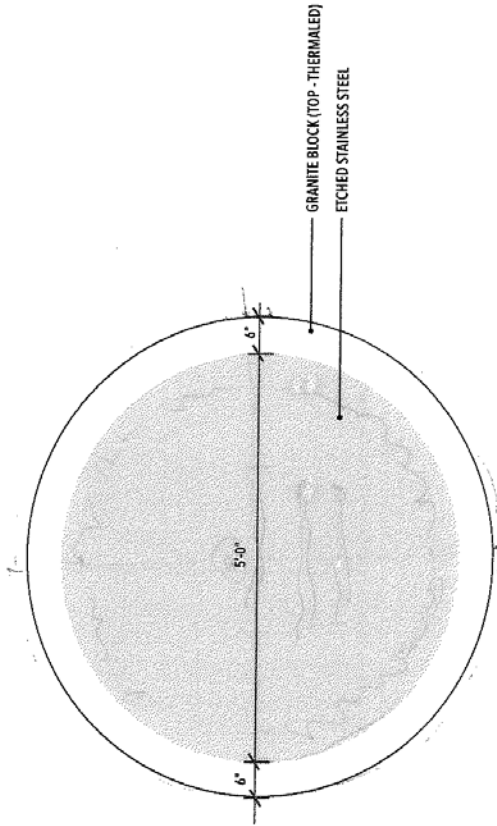
REVISED CONCEPT PLAN



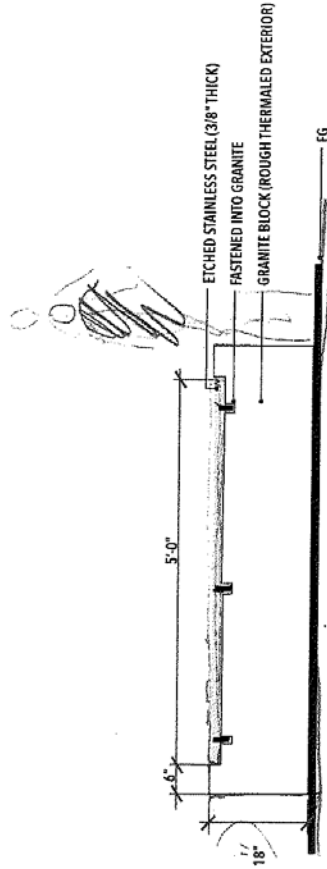
KEY PLAN - NTS



SAMPLE IMAGE



PLAN VIEW - NTS



SECTION - NTS

SKETCH: STAINLESS STEEL DISK / MEDALLION

VETERAN'S PARK  
 Old Orchard Beach, ME  
 April 27, 2017  
 Richardson & Associates, Landscape Architects

<b>Old Orchard Beach Veteran's Memorial Park Technical Development</b> Old Orchard Beach, Maine Landscape Architectural Services Proposal April 27, 2017 Richardson & Associates, Landscape Architects		\$5,682.50	
<b>1. Design Development/Permitting</b> Develop Overlay Site Documentation with Additional Detail Materials and structures (steps, terraces, overlooks) Planting palette and preliminary schedule Develop Detail Studies for Specialty Elements: Walls, Benches Coordination with Technical Partners (Civil/Structural/Mechanical/Electrical, etc) Permitting Support to Town - Generate Appropriate Drawings to Support Submissions Further Refinements to Design Development Package Refinement to Cost Estimate Based on Final Design Coordination and Collaboration with Town and Committee Meetings: (1) 2 Hour Meeting Review Preliminary Design Development Alternatives Present Preliminary Design Development Package Discussion of Revised Cost Developable Design Development: Plans, Sections, Precedent Images Prep. Travel, Follow-up (1) Follow-up Call/ Meeting - Review Refined Design Development Package Present Refined Design Development Package Final Discussion of Budget & Cost Deliverable: Design Development: Plans, Sections, Precedent Images Prep. Travel, Follow-up			\$8,520.00
<b>2. Technical Development</b> Develop Technical Drawing and Approach Per Approved Master Plan Develop Applicable Construction Drawings (95 % and 100%) and Specifications, As Appropriate Site Preparation and Demolition Plan Grading and Drainage Plan Materials Plan Layout Plan Lighting Plan Parking Plan Site Details Research/Visit with Craftsperson/Fabricators/Resources Collaboration & Coordination with Town & Committee Coordination with Technical Partners (Civil/Structural/Mechanical/Electrical, etc) Reviews by Town / Committee Meetings: (2) 1hr Meeting - Town Representative Review 95% Construction Document Set (1) Follow-up Call/Meeting - Town Representative (4) As Needed: Final Delivery 100 % Set and/or Revisions			\$1,135.00

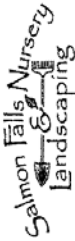
**TECH SCOPE**

VETERAN'S PARK  
 Old Orchard Beach, ME  
 April 27, 2017  
 Richardson & Associates, Landscape Architects

Respond to RFIs Communication and Coordination with Town / Committee as Needed IV. Construction Administration Ongoing Contractor Coordination and Communication Collaboration & Coordination with Town / Committee Coordination with Technical Partners (Civil/Structural/Mechanical/Electrical, etc) Site Visit (8) On-Site 4 Hour Construction Administration Visits	\$3,620.00	
<b>TOTAL SERVICES</b>		\$23,937.50
<b>ESTIMATED DIRECT EXPENSES</b>		\$750.00
<b>OVERALL TOTAL</b>		\$24,687.50







**VETERAN'S PARK**  
**OLD ORCHARD BEACH, MAINE**  
**LANDSCAPE ESTIMATE**  
 Date: April 25, 2017

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**ITEMS INCLUDED IN BID:**  
**DEMO OF EXISTING TREES, FLAG POLE, MONUMENT:**  
 It is expected the Town of Old Orchard Beach will remove existing monument, flag pole and existing trees from the site.

**TOTAL DEMO PRICE: \$0.00**

**GRUBBING AND STUMP REMOVAL:**  
 It is expected the Town of Old Orchard will grub and remove any existing stumps that are remaining on the project site and scheduled to be removed.

**TOTAL GRUB & STUMP PRICE: \$0.00**

**EROSION AND SEDIMENT CONTROL:**  
 Work includes installing a silt fence for the project duration around the perimeter of the project site to ensure there is no run off issues.

**TOTAL EROSION AND SEDIMENT CONTROL PRICE: \$3,000.00**

**SITE WORK:**  
 Work includes necessary moving of existing material and general site work to reshape area and prepare for walkways, central patio and planting bed areas. Price also includes putting up a temporary, 4' orange safety fence to separate jobsite from park.

This work includes providing equipment and labor to excavate to sub-grade, set general grades, reshape area for planting and paved areas.  
 It is expected that general site work will take 3-4 weeks.

**TOTAL SITEWORK PRICE: \$49,500.00**

**LOAM OF ALL LAWN AND PLANTING AREAS:**  
 Work includes approximately 400 cubic yards of loam for all areas disturbed around park. Loam to be a depth of approximately 6". All lawn areas that need to be reloamed will also be 6" of new loam in these areas.

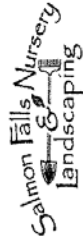
**TOTAL LOAM PRICE: \$19,400.00**

**GRAVEL BASE FOR ALL PAVED AREAS:**  
 Work includes furnishing and placing approximately 80 cubic yards of gravel base for concrete areas. All concrete areas will have an 8" depth gravel base in place.  
 Price includes compaction for all gravel areas as well as setting grades to be per specifications.

**TOTAL GRAVEL PRICE: \$8,200.00**

C U L T I V A T I N G N A T U R A L B E A U T Y  
 Salmon Falls Nursery & Landscaping 5111 Portland Street Berwick, Maine, 03901  
 Ph 207.384.5540 Fx 207.384.5680 www.salmonfallsnursery.com  
 Landscape Design • Installation • Irrigation • Maintenance

**COST ESTIMATE: SALMON FALLS**



**REPAIRS OF ACCESS TO SITE:**  
 Work includes repairing of areas used to access site. This includes re-finishing the areas of stone dust pathway as well as touching up disturbed edges with loam and seed.

**TOTAL REPAIRS OF ACCESS TO SITE PRICE: \$3,500.00**

**CONCRETE WALKWAY:**  
 Work includes furnishing and installing concrete walkway as shown on plan and be approximately 1,300 square feet of area.

Concrete walkways to be 4" thick, 4,000 # exterior concrete with welded wire mesh.  
 Price includes the following items:  
 Multiple pours to allow for testing of concrete color  
 Haunches needed at stainless steel area  
 Extra reinforcement at any hauncher area  
 Forming for Stainless Steel inserts  
 Required shop drawings and submittals  
 Work to be grey broom finish

**TOTAL CONCRETE WALKWAY PRICE: \$15,730.00**

**COLORED CONCRETE CENTRAL AREA:**  
 Work includes furnishing and installing concrete walkways as shown on plan and be approximately 1,500 square feet of area.

Central Area to be 4" thick, 4,000 # exterior concrete with welded wire mesh.  
 Price includes the following items:  
 Colored concrete using a standard color  
 Multiple pours to allow for testing of concrete color  
 Haunches needed at stainless steel area  
 Extra reinforcement at any hauncher area  
 Forming for Stainless Steel inserts  
 Required shop drawings and submittals

**TOTAL COLORED CONCRETE CENTRAL AREA PRICE: \$28,875.00**

**ADDITIONAL-DECORATIVE-SAWCUT-ALLOWANCE:**  
 Allowance is for additional sawcuts that may be used as part of a decorative feature. This does NOT include any required sawcuts. All standard, needed sawcuts are included in the above concrete pricing.

**TOTAL SAWCUT ALLOWANCE: \$2,200.00**

**STAINLESS BAND-INSTALLATION ASSIST ALLOWANCE:**  
 Work includes an allowance for assisting installing the stainless bands within the walkway areas. This item may not be needed.

**TOTAL STAINLESS-BAND-INSTALLATION-ASSIST-ALLOWANCE: \$3,500.00**

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VETERAN'S PARK  
 Old Orchard Beach, ME  
 April 27, 2017  
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**MEMORY WALL BASE:**

Work includes furnishing and installing 4 concrete bases for memory walls, approximately 10' long and 18" wide with a footing.

**TOTAL MEMORY WALL BASE PRICE: \$9,000.00**

**MEMORIAL DISK GRANITE AREA:**

Work includes installation of the raised granite area for the memorial disk to be installed. Price does not include furnishing and installation of the stainless steel portion.

**TOTAL MEMORIAL DISK GRANITE AREA PRICE: \$9,600.00**

**DECIDUOUS TREES:**

Work includes furnishing and installing 35 Deciduous Trees 2'-3.5' caliper.

**TOTAL DECIDUOUS TREE PRICE: \$15,750.00**

**LANDSCAPED SHRUB AREA:**

Work includes furnishing and installing plantings for an area approximately 11,250 square feet. Pricing is based upon plants being installed at a 4' on center basis and be a 3 gallon shrub. Shrubs are to be installed at \$4.00 per square foot. Total quantity, type and size of shrub to be determined.

**TOTAL LANDSCAPED SHRUB AREA PRICE: \$45,000.00**

**SPRING BULBS:**

Work includes providing 9' strips of spring bulbs. There is approximately 150 linear feet of area. Price is based upon Daffodils being planted at 6" spacing for a total of 900 bulbs at a unit price installed of \$3.00 per bulb.

**TOTAL SPRING BULBS PRICE: \$2,700.00**

**SEEDING OF SITE:**

Work includes hydroseeding of all disturbed areas not otherwise allowed within the project area.

**TOTAL SEEDING OF SITE PRICE: \$1,500.00**

**LIGHTING:**

Work includes tying onto electrical system currently in park area to provide all wire, conduit and fixtures as needed to provide 15 pathway lights as well as hook to the LED Strip Lighting at the signs. Price for each pathway fixture is budgeted for \$500 per fixture.

**TOTAL LIGHTING PRICE: \$12,000.00**

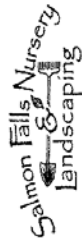
**GRANITE BLOCK BENCH:**

Work includes furnishing and installing a granite block bench set on gravel base. Granite is to be Woodbury Gray, 5' lengths and out on a radius. Dimensions are to be 2' x 16" with a thermal top, front and back. Ends of bench to be thermal finish. Total length of wall to be approximately 40 linear feet in length.

**TOTAL GRANITE BLOCK BENCH PRICE: \$20,900.00**

C U L T I V A T I N G N A T U R A L B E A U T Y  
Salmon Falls Nursery & Landscaping 511 Portland Street Brunswick, Maine, 03901  
Ph 207.384.5560 fx 207.384.5090 www.salmonfallsnursery.com  
Landscape Design • Installation • Irrigation • Maintenance

**COST ESTIMATE: SALMON FALLS**



**PARK BENCHES - PROVIDED BY OTHERS:**

Work includes installing 4 park benches. Benches are to be set on concrete pad and fastened to concrete. Benches are to be provided by owner and not included as part of this price.

**TOTAL PARK BENCH INSTALL BENCH PRICE: \$1,400.00**

**TOTAL PRICE: \$248,455.00**

**242,455.00**

**DEDUCT COLORED CONCRETE:**

Price includes deducting the colored concrete and using a standard gray concrete at Central area.

**DEDUCT FOR COLORED CONCRETE: (\$10,725.00)**

**Conditional Notes:**

- No blasting or removal of ledge is included as part of this pricing.
- Electric must be available to connect onto within the general area for lighting.
- LED strip lighting is not included as part of this bid.
- 6' + high construction fence is not included as part of this bid.
- All stainless steel fixtures are not included as part of this pricing.
- If you have any questions please call: John Sheldon

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**50111 Overtime Wages**

**Dept. Recommendation: \$90,000**

This account funds costs incurred performing overtime for all situations: emergencies, planned snow plowing and removal, summer early morning sweeping operations in the downtown area (union negotiated), night calls, and other miscellaneous work. It is difficult to predict the overtime due to storms and other unforeseen events. Some employees choose to utilize comp time in lieu of overtime pay (union negotiated not to exceed a total of 40 hours at any one time). This budgetary request assumes that this trend will continue. OT/School Dept. Buses – all costs to be reimbursed by School Dept. *Additional tasks and requirements for special events, additional acceptance of roads is going to lengthen plow routes and the time it takes to clear them.*

**50112 Standby Wages 10 hours on call, 7 hours standby**

**Dept. Recommendation: \$20,000**

Staff that has qualified to operate the sewer maintenance equipment may carry a beeper for a seven (7) day period beginning at 3:00 p.m. on Friday and shall be reimbursed at the following rates. The primary call person shall receive (1) one hour straight time pay for each weekday they carry the beeper with the exception of holidays. Employee shall receive six (6) hours straight time pay for each Saturday, Sunday and Holiday on which they carry a beeper.

**50123 Car Allowance (Contractual)**

❖ Director - \$290/month

**Dept. Recommendation: \$3,500**

**50230 Clothing Allowance (Contractual) \$750 x 11 employees**

**Dept. Recommendation: \$8,250**

Employees are required to wear appropriate uniforms while working for the Town. Employees agree that the uniforms will be kept in a neat, clean and well maintained appearance. Soiled, worn or torn clothing is not acceptable. Such uniforms shall include appropriate OSHA approved boots, solid colored sweatshirts, solid color long or short sleeve t-shirts, blue jeans and "dickeys type" jacket. The Town will provide seven hundred and fifty dollars (\$750.00) for this fiscal year for the purchase of the above mentioned uniforms. Maintenance and care of the uniforms will be at the expense of the employees.

**50251 Conferences/Training**

**Dept. Recommendation: \$2,400**

This account funds registration fees for seminars and classes including: road maintenance, fleet maintenance, welding, first aid, CPR, paving, construction safety, snow and ice operations and other related courses. The director stays current in the field of public works with involvement at a national level as well as participating in the New England and Maine chapters of the American Public Works Association. All crew

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members participate in local training. College level courses, pesticides license and administration training. Education among the workforce is encouraged.

**50252 Travel/Food/Lodging**

**Dept. Recommendation: \$2,000**

This account funds the travel, food and lodging cost associated with the training programs detailed earlier. We also provide occasional dinners during long winter storms and team dinners each month. Personal vehicle mileage for Town business is reimbursed for the admin. ops manager. Covers team dinners, safety training meals, and storm related meals.

**50256 Dues/Membership/Licenses**

**Dept. Recommendation: \$1,300**

This account funds subscriptions, annual professional fees, and dues for professional associations. Memberships include: National/Local American Public Works Association, Maine Municipal Association, Maine Better Transportation Association and various technical periodicals and newsletters. This account also pays for CDL licenses and Mechanic Inspection License renewals.

**50300 Professional Engineering Services**

**Dept. Recommendation: \$73,500**

This account funds professional service for engineering, survey, traffic, landscape, stormwater and other areas of expertise, as needed. The DEP permit for Municipal Stormwater (MS4) requires training, reporting, and oversight to meet the permit requirements. Other specific projects are listed below for preliminary engineering for future project scopes or small projects completed by DPW crews.

- ❖ MS4 Engineering – Permit requirements and documentation \$25,000
- ❖ DEP filing for beach restoration, i.e., to restore sloped edge to the front of the dunes so that storm water washes up the face instead of causing erosion \$5,000
- ❖ GIS Services = \$15,000
- ❖ Cumberland County Soil/Cons. (ISWG-MS4 Yearly Fee) \$15,000
- ❖ Boyle & Associates - Phragmites Control/Invasive Species \$5,000

**50310 Service Contracts**

**Dept. Recommendation: \$ 13,500**

Miscellaneous contracts for fire extinguishers, underground gas tanks for welding are minor costs in this budget item. This also covers annual computer services, i.e., Fuel system software (Adams & Fogg) and fleet management software.

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- ❖ Maine Oxy – tank rentals \$2,500
- ❖ Poland Springs \$1,100
- ❖ Cintas – First Aid Supplies \$1,300
- ❖ Open & Close Restrooms/Showers \$4,000
- ❖ Action Security Monitoring Office Alarm – 12 Months @ \$25 = \$300.00
- ❖ All Data – Fleet Management Software \$1,500
- ❖ I-Worqs \$1,000
- ❖ Verizon Tracking \$1,000

**50318 Beach Cleaners Expense**

**Dept. Recommendation: \$215,000**

This account funds the annual beach cleaning contract.

**50320 Advertising/Mailing**

**Dept. Recommendation: \$1,200**

This account funds advertising for household hazardous waste (HHW) days in the tri-community area, and mailing costs include postcards and letters sent out to residents for specific project or meeting attendance. Misc. advertisement costs may be for a special meeting notice, job posting or other special announcement, of interest to the entire community. We also use our website to the greatest extent possible.

**50336 Equipment Rental**

**Dept. Recommendation: \$15,000**

This account funds all rental equipment from small pumps to excavators. Small DPW projects sometimes require rental of additional equipment or an excavator/dozer. Rental equipment is also used to cover for broken equipment or equipment under repair.

- ❖ DPW - Winter Operations \$ 7,500
- ❖ DPW – Summer/Fall Operations \$ 7,500

**50346 Property Damage**

**Dept. Recommendation: \$2,000**

This account funds small property damage which includes mailbox replacements, minor fence repairs, retaining walls, and damage done to property by town equipment. Larger claims are submitted to the Finance Director to be reviewed by our insurance company.

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**50400 Electricity**

**Dept. Recommendation: \$23,500**

This account funds the electricity costs at the DPW shop, Transfer Station, Memorial Park, and Salt & Sand Facility.

**50401 Water**

**Dept. Recommendation: \$8,000**

This account funds the water costs at the DPW shop, Transfer Station, Memorial Park, and Salt and Sand Facility.

**50402 Phone/Cellular/Paging**

**Dept. Recommendation: \$6,640**

The amount for entire years is as follows.

❖ AT&T Mobility On-Call DPW Cell	\$ 500
❖ Director's phone	\$ 360
❖ Admin. Ops Mgr. Phone	\$ 360
❖ Union employees (11 @ \$360/yr.)	\$ 3,960
❖ Fuel System Pager - American Messaging	\$ 200
❖ Fairpoint DSL line for land line phones	\$ 685

**50404 Networking/Internet/Cable**

**Dept. Recommendation: \$3,000**

❖ Verizon Wireless	\$ 420
❖ Time Warner Cable	\$ 2,400

**50405 Heating Fuel**

**Dept. Recommendation: \$15,000**

This account funds heating oil and propane for the buildings at DPW, Salt and Sand, and the Transfer Station

**50450 Building Repair/Maintenance**

**Dept. Recommendation: \$10,500**

This account funds the costs of all building repairs and maintenance for DPW, Salt/Sand Shed, Transfer Station, and Restrooms.

**50452 Operating Equipment/Vehicle Tires & Oil Repair**

**Dept. Recommendation: \$150,000**

This account funds repair of all small and large equipment that is used in the shop or in the field. This line item also pays for all the normal preventative and routine maintenance, such as tires, oil changes, lubrications, plow blades, etc. We also cover emergency repairs for all

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vehicles and large equipment. Winter operations tend to do the most unexpected damage to our fleet. Included in this line item are plow blades and parts & repairs/replacement of small equipment such as mowers, blowers, chainsaws, etc. *Aging fleet of Vehicles and the amount of proprietary electronic software is adding to the costs of repairs.*

**50455 Electrical Repairs**

**Dept. Recommendation: \$15,000**

This account funds maintenance as well as repair/replacement of the decorative town street lights and parking lot lights. DPW, Transfer Station, Salt and Sand Shed, Municipal Bathrooms, and Memorial Park would also have electrical repairs that would be paid out of this account, as needed.

**50500 Admin/Office Supp/Equip**

**Dept. Recommendation: \$1,500**

This account funds small office supplies that are used up during the year, such as paper, pens, etc. This account would also cover replacing any damaged scanner, fax, phone, or other small office equipment. Paper is done as a joint effort on a town-wide basis through the town managers office, as well as copier rental.

**50501 Operating Supplies**

**Dept. Recommendation: \$35,000**

This account funds variety supplies related to safety, painting, all signs and sign posts, public restrooms along with other small items, such as: grade stakes, and shop supplies, and supplies for repairs around town that are purchased from Lowes, Home Depot, Hanson Hometown Hardware, etc.

- ❖ Hanson's: Paint, Stain, Small Tools, Misc Electrical, Nuts & Bolts, Nails, Tape, Sprayer, Brooms, Tarp, etc...
- ❖ Lowes/Home Depot/Deering Lumber: Lumber Products and Tools.
- ❖ NAPA (non-automotive): Wire, Polish, Batteries, Lamp, etc...
- ❖ Perma-Line: Street Signs, Traffic Cones & Traffic Signs.
- ❖ Odorite: Trash Lines, Gloves, Towels, etc...
- ❖ Fastenal: Vending Machine supplies

**50502 Printing & Copying**

**Dept. Recommendation: \$600**

This account funds the in-house copying.



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**50506 Road Maintenance, Non-capital**

**Dept. Recommendation: \$48,000**

This account funds small pavement patches, gravel, and crushed stone for projects completed by DPW. Road striping is contracted out through a COG bid and is done once a year. The symbols, parking lines, and stop bars are completed by both contractors and DPW crews. Guardrail repairs and replacements are included as well.

**50508 Sewer Maintenance, Non-capital**

**Dept. Recommendation: \$40,000**

This account funds all materials for small stormwater and sewer projects. The Tri-Community Utility Technician is also paid from this account. OOB pays 1/3 of this employee, who is an official employee of Saco. We share the position, van, and equipment with a three year contract. We have emergency access 24/7 and a schedule of approximately ten weeks a year. Portable restrooms are placed in Memorial Park, Transfer Station and on West Grand, during the off-season.

❖ Technician	\$24,000
❖ Household Hazardous Waste Fees	\$ 6,000
❖ Portable Restrooms-	\$ 2,500

**50510 Vehicle Fuel**

**Dept. Recommendation: \$50,000**

This account funds the gasoline and diesel fuel for the DPW vehicles and pieces of equipment. All the Town Departments fuel up their vehicles and equipment at DPW; the mechanic will measure the fuel in the tanks and the admin. ops. mgr. will process the detailed reports on a monthly basis for the Finance Director.

**50511 Grounds Improvements**

**Dept. Recommendation: \$60,000**

This account funds the materials and supplies needed to maintain the road shoulders, islands, parking lots, and edges of the sidewalk right-of-ways. Dune grass management is funded from this account. Typically, spring and fall plantings are coordinated through a subcontractor, recommendations and in accordance with the management plan. Boardwalks, beach signs, fencing, loam, grass seed, hay bales, tree removal/trimming and other small misc. items are funded through this account. As well as brick paver repairs, planters, barrels and other small items needed.

TREES/PLANTS/PLANTING AREAS: Also includes purchasing, planting and nurturing of the planting areas at Town Hall, entrance from the tumpike and the various planting areas at the end of Old Orchard Street. Small tree, rose bushes, shrubs, flowers and other native plants are

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kept in these garden areas. We will also purchase, plant and nurture the tree plantings throughout town, in the parks as well as street trees. DPW will hire an arborist to do routine pruning of all of these trees. DPW will continue to fund the removal of dangerous street trees and will assist with the equipment/labor for installing of any new trees. DPW will also continue to do tree trimming as it related to site distance and snow plow routes. *Additional events on Town Property is causing increase wear and tear to facilities.*

**50515 Road Salt**

**Dept. Recommendation: \$72,000**

This account funds road salt for winter operations. Road salt is most commonly used chemical for snow melting and de-icing pavement. Greater amounts of salt are used on the main arterials, on hills, and at intersections. During winter operations, DPW crews use straight salt, make a salt/sand mix for residents and a salt brine mix (salt/water).

**CIP**

**Public Works – Stormwater** **\$210,000**

Total amount of CIP funds between FY19 and FY29 is \$1,635,700.

**Public Works – Sidewalks** **\$275,000**

Total amount of CIP funds between FY19 and FY29 is \$1,275,000.

**Public Works – Sewer** **\$246,000**

Total amount of CIP funds between FY19 and FY29 is \$1,598,000.

**Public Works – Road Maintenance** **\$280,000**

Total amount of CIP funds between FY19 and FY29 is \$3,886,950.

**Public Works - Equipment** **\$48,500**

Total amount of CIP funds between FY19 and FY29 is \$1,363,500.

**Public Works Building Improvements** **\$145,000**

Total amount of CIP funds between FY19 and FY29 is \$967,000.

**Public Works Projected Lease Purchases** **\$102,000**

Total amount of CIP funds between FY19 and FY29 is \$3,381,920.

The FY2019 budget reflects the replacing of a truck and plow, clam shell, and sander in the amount of \$57,600; and a sidewalk plow in the lease commitment of \$44,400.

**Memorial Park** **\$150,000**

Work in 2019 will be on the Memorial Reflection and Walkway. Total amount of CIP funds between FY19 and FY29 is \$375,000.

The Council thanked the Public Works Director for his work and that of his department.

**ADJOURNMENT:**

The workshop ended at 10:00 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 thirty-nine (39) pages is a copy of the original Minutes of the Town Council Workshop of May 1, 2018.**

**V. Louise Reid**