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## Town of Old Orchard Beach

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**Human Resources**  
OOB Town Hall  
1 Portland Avenue  
OOB, ME 04064

**Fran Beaulieu**  
Telephone: (207) 934-5714 Ext. 1532  
Fax: (207) 934-0755  
Email: fbeaulieu@oobmaine.com

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June 19, 2018

### **May 2018 Monthly Update from the Human Resource Office**

#### **Human Resource Manager:**

May was spent hiring or reactivating 74 employees. We added a new full time Maintenance/Custodian, new lifeguards, new Reserve Officers and many returning summer staff. We still have openings for the Ballpark and for lifeguards.

#### **Union Contracts:**

- The Wastewater contract expires on 6/30/18.

#### **Hiring:**

We advertised for the following positions:

- Per Diem Firefighters
- Reserve Police Officers
- Lifeguards
- Call Fire
- Ballpark Event Staff
- Parking Enforcement
- Code Enforcement Officer
- Public Works Seasonal Laborer
- Waste Water Seasonal Laborer
- Maintenance/Custodian

#### **Wellness/Safety:**

We are preparing for our meeting with MMA in July. We have some work ahead of us based on the new format. I do feel that once we are more familiar with the additional requirements, we will do well.

#### **Upcoming:**

- Updating Personnel Policy
- Updating employee evaluation form
- Looking into Supervisor training programs

Respectfully,

Fran Beaulieu, Human Resource Manager