



Town of Old Orchard Beach

Human Resources
OOB Town Hall
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September/October 2018 Monthly Update from the Human Resource Office

Human Resource Manager:

September and October were spent finalizing all seasonal employees, advertising for open full time positions and prepping for year-end reporting. It has been a very busy couple of months but we found time to have a bit of Halloween fun! The first and second floors decorated for a haunted halls competition. They competed for a Pizza party and the second floor won the event. We ended the fun with a potluck and some costumed fun. We even made the front page of the Journal Tribune!



Union Contracts:

- We began negotiations for the Waste Water contract.

Hiring:

We advertised for the following positions:

- Per Diem Firefighters
- Call Fire
- Building Maintenance/Custodian
- Gull Care counselors (After School Care)
- Patrol Officer
- Public Works Equipment Operator 1
- Public Works Administrative Operations Manager

We hired Paul Melnik as our new Maintenance/Custodian for the Police Department.

We said farewell and best wishes to Officer Chris St. Pierre and thanked him for his 13 years of service to OOB.

We also said farewell and best wishes on her next chapter to Melissa Hutchins at DPW.

Wellness/Safety:

- Contacted various vendors to attend the Benefits fair in November
- Had a Flu shot clinic

Upcoming:

- Updating Personnel Policy
- Updating employee evaluation form
- Holding training for employees

Respectfully,



Fran Beaulieu, Human Resource Manager