



Town of Old Orchard Beach
Office of the Town Manager

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www.oobmaine.com/town-council

Town Council Meeting Minutes

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting is a copy of the original minutes from the meeting of the Old Orchard Beach Town Council.

Prepared By:

Tim Fleury

Approved By:

Old Orchard Beach Town Council

Respectfully
Submitted,

Tim Fleury
Town Council
Secretary



Town Council Budget Workshop Meeting Minutes

Tuesday, April 19th, 2022 – following regular meeting**

Town Council Chambers

1 Portland Avenue

*www.oobmaine.com/town-council**

**Members of the public wishing to view the meeting from home may tune into Local Access TV (Channel 3 or Channel 1301) or by logging onto https://townhallstreams.com/towns/oob_maine. FMI click on the Communications Tab @ www.oobmaine.com.*

***Regular Meeting of the Old Orchard Beach Town Council will be called to order @ 6:30pm. Budget Workshop to follow after the Regular Meeting.*

There was a Town Council Budget Workshop on Tuesday, April 19th, 2022. Chair O'Neill called the meeting to order after the Regular Council Meeting (@7:04pm) in Council Chambers, 1 Portland Avenue, to discuss Fiscal Year 2023 Budgets for:

- a.) Harmon Museum
- b.) Edith Belle Memorial Library
- c.) Assessing
- d.) Town Clerk
- e.) Planning
- f.) Tax Abatement Expense
- g.) Service Agencies
- h.) CIP

The following individuals were noted to be present:

Shawn O’Neill, Chair	Diana Asanza, Town Manager
Kenny Blow, Vice-Chair	Jen Hayes, Council Secretary
V. Louise Reid, Councilor	
Larry Mead, Councilor	
Mike Tousignant, Councilor	

Chair O’Neill invited Town Manager Asanza to open the workshop with a run down of items presented before Council.

Harmon Museum –\$775 dollar increase due to heating fuel expense. (Referenced budget drivers sheet attached.)

Planning Department – (referenced budget drivers sheet - attached) The bulk of the increase is due to wage study increase. Noted the Planning Board stipend is on average with what other communities are doing. This would require an ordinance amendment (e.g., Westbrook \$35/mtg, Arundel \$20/mtg, Auburn annual stipend, Buxton \$25.50/mtg) Town Manager and Planning Department are recommending this item. It is up to Council to approve.

Councilor Tousignant: “would there be cuts someplace?” Town Manager: decrease of \$10K in service contracts to offset.

Chair O’Neill: Long overdue. Planning Board shapes OOB with their actions. Given the responsibility that Board has a stipend is certainly warranted. Full support of Council to move this forward.

Councilor Mead: would like to revisit Service Contracts account ending w/50310. The money is in that account for assistance to get the comprehensive plan completed. Councilor Mead relayed that in speaking with Jeffrey Hinderliter, that the Associate Planner was going to be dedicating time to the narratives in the comprehensive plan. He would like money to remain in order to have the assistance of an outside contract to get the comprehensive plan completed.

Libby Library – referenced attached budget drivers sheet.

Lee Koenigs, Director of Libby Library, also noted that an increase in the Library budget is reflective of increasing utilities (e.g., water and electric).

Councilor Mead: Reviewed the wage study and noted the three positions in the library were the most extreme that were furthest below. The increases are certainly warranted based on the data provided by the consultant.

Town Manager: \$41,489 is the total wage increase and was noted by the Library Director to be well below the pool.

Councilor Mead: Juvenile Services as proposed is \$23.75/hr (which is still below the low side of average) Adult Services is \$25.60 which is budgeted, The Director \$67,400 is well below the wage study average.

Chair O’Neill: confirmed that the monies are an allocation? Town Manager confirmed in the positive. Chair O’Neill: salary is set by Libby Library Board of Trustees. Council has no control over dissemination.

Assessing – (referenced attached budget drivers) Deputy Assessor retirement coming up – estimate to be early September, 2022. Succession plan will need to be forthcoming, dollar amount is not in the budget.

Town Manager: The changes in wages noted on page 5 is the current Deputy Assessor, the full time wage is the Administrative Assistant. There is an opportunity to post for Deputy Assessor position. There is an individual that is interested in this position. Full time Assessor is approximately \$70K, which fits within wage study guidelines. (\$29.33 –\$38.18/hr) \$70K or \$36.39/hr, which is what the Deputy Assessor is earning currently (at 25 hours/week). Bottom line – net change from hiring a successor as a Deputy would be \$63,544, additional.

Councilor Mead: questioned the change to the bottom line currently proposed. Add \$63,544. (Includes Full Time, and takes into account the current Full-Time would be Part-Time). He shared that he was confused. Have \$48K for current Part-Time Assessor. The new person is \$70K, but taking out of \$24K out that – \$46K additional. Town Manager noted a mistake in the math. New wage add to bottom line is \$46K. (\$70K minus \$24K). Councilor Tousignant: “is the new

salary enough to bring him/her up to wage study?” Town Manager: confirmed salary was based on wage study. Councilor Mead: The New Deputy Assessor would be a Fulltime hire that overlapped with PT assessor for a period of time?

Town Assessor Greene: the person hired could step into Deputy Assessors role now, and it learn the institutional knowledge of OOB. Tentatively thinking retiring sometime next year.

Chair O’Neill: wanted to start considering the transition of the Full-Time Assessor. Council does not want to rush, but wants to be looking forward.

Councilor Mead: Questioned the contract split for Town’s Assessor -52% Sanford, 48% OOB. Town Manager confirmed in the affirmative.

Town Assessor Greene: will be making assessment valuations on commercial properties this year (multi-families, rentals and commercial properties). The State made a change this year in valuation that can be claimed +/- 5% . In other words, values in OOB have to pulled up in assessment values in order to take advantage of full advantage of State benefits (i.e., claiming homestead values).

Councilor Tousignant addressed Town Assessor – “if I get a license for an Air B&B how is the property assessed? Is there is an uptick? We are aware of approximately 800 ABB within Town. Are we assessing the properties as Air B&B?” Town Assessor Greene: “example, if I had a lot of sales with ideal situation of same homes side-by-side. And one was making good sales vs. the other then I could “hang my hat” However, the market isnt’ reflecting that.” Councilor Tousignant questioned, “so the rumor that realtors are selling properties for \$50-\$60K under the guise of Air B&B potential is true?” Town Assessor Greene:” right now I haven’t seen the evidence of Air B&B to bring up the values.”

Vice Chair Blow redirected Council back to budget.

Town Clerk - Town Manager referenced budget driver sheet. Identifying the wage study increases and years of service.

Vice Chair Blow: did want to pull out the service contracts line item out. Finds it important to continue putting the minutes into books. Chair O’Neill: supported as well.

Town Clerk Mclaughlin to provide an updated quote.

Service Agencies:

Town Manager: for several years averaging about \$18K in total for all services.

Councilor Reid: check in with Beverly Russell to see what is happening with the CAW.

Vice-Chair Blow: “why have we not funded YCCAC in the past?” Also, he noted the struggle to fund all food pantries at different levels. Why not fund equally at 5K (which is still an increase to all of them)? “I would assume not spend the money on YCCAC.”

Finance Director Jordan Miles: advocated YCCAC and the benefits they provide to OOB and other communities he has worked within. The organization has been a big help to General Assistance.

Councilor Tousignant: how much value is our General Assistance getting from YCCAC? Town Manager: noted she would need to research value.

Councilor Mead: level of funding is pretty stable, what Council has done in past years is continue to fund as Vice-Chair Blow described and only expanded that if a compelling argument was given from members of the community. Vice Chair Blow: but generally the add was to give to existing organizations.

Chair O’Neil: new requests – no (caring unlimited or yccac). Agree with funding requests of each agency.

See attached chart amendment for funding amounts for service agencies.

Councilor Tousignant: noted that SMAA was seriously unfunded (they offer meals on wheels. Vice-Chair charged Town Manager with calling SMAA and getting answer as to why only 2020.00 and requested a revisit of this item.

Tax Abatements – takes care of senior property tax program. This past year there were 58 applications. Issued \$31K. For FY’23 issuing \$31,185 for this year.

No CIP

ADJOURNMENT @ 8:20pm