



Town of Old Orchard Beach
Office of the Town Manager

1 Portland Ave, Old Orchard Beach, Maine

Phone: 207.937.5626

Web: www.oobmaine.com or

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



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Regular Town Council Meeting Minutes
Tuesday, January 4th, 2022

I, Jennifer Hayes, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of six (6) pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on Tuesday, 01.04.22.

Prepared by: Jennifer Hayes
Approved by: Old Orchard Beach Town Council
Approval Date: 01.18.2022

Respectfully Submitted,

Jennifer Hayes
Town Council Secretary



Regular Town Council Meeting Minutes
Tuesday, January 4th, 2022 @ 6:30pm*
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 or by logging onto https://townhallstreams.com/towns/oob_maine. FMI click on the Communications Tab @ www.oobmaine.com.*

There was a regular meeting of the Old Orchard Beach Town Council on Tuesday, January 4th, 2022. The Chair opened the meeting at 6:30pm. After the pledge of allegiance, roll call was taken, and the following individuals present:

Shawn O’Neill, Chair
Kenny Blow, Vice-Chair
V. Louise Reid, Councilor
Larry Mead, Councilor
Mike Tousignant, Councilor

Diana Asanza, Town Manager
Jen Hayes, Town Council Secretary

GOOD & WELFARE

Chair O’Neill brought forward for future discussion with Council a consideration for a moratorium on Air B&B (and similar entities) within the Town of Old Orchard Beach. Vice Chair Blow stated he was recently approached for the same reason. Councilor Mead encouraged a workshop regarding Air B&Bs in early February. Furthermore, Councilor Mead stated that Old Orchard Beach is the third most popular place for Air B&B’s in State; just behind Bar Harbor (#1) and Portland (#2).

ACCEPTANCE OF MINUTES

Accept the meeting minutes for the Regular Meeting of Town Council on December 21st, 2021.

Motioned to accept by: Councilor Reid

Seconded by: Councilor Tousignant

Vote: 5-0

PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:

Tim Siciliano, (210-1-7-2), 11 Smithwheel Road #2, one year round rental.

Chair Opened the Public Hearing @ 6:34pm

Motioned to accept by: Councilor Mead **Seconded by:** Councilor Blow **Vote:** 5-0

Chair Closed the Public Hearing @ 6:34pm



Town Manager
OOB Town Hall
1 Portland Avenue
OOB, ME 04064

Diana H. Asanza
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Town Manager's Report January 4, 2022

Tax Office Schedule: I wanted to make everyone aware that the Tax Office is working with limited staff, and the hours of operation will reflect this for the next two weeks. The office will be closing at 2 pm every day except for Tuesday, where they will remain open for regular business hours, from 8 am till 6 pm, to assist as many residents as possible. The staff has been working very hard to maintain business as usual, but it has become challenging to remain open during regular business hours without proper staffing. I ask for patience during this time, and please know that staff is working hard to assist all residents. We have posted the limited hours of operation on the Town website and social media through the Town's Facebook and Instagram sites. I anticipate continuing this schedule through January 14.

Town Parking Permit Program: Tomorrow is the kickoff meeting for the new Parking Permit Program with Passport Parking Systems. This past year, we partnered with the Passport parking System for the Town's parking meters which now offers residents and visitors another option to pay for parking utilizing their smartphones. Last month, Town Council approved expanding Passports services to include the Town parking permit program, which will bring both parking meters and parking permits under one software program using Passport. One software program will be a more efficient process for Parking Enforcement to manage.

We are still utilizing the original CALE parking meters and upgrading them to meet Passport's enforcement process, which provides consistency for parking enforcement whether you are paying at the meter or paying using your smartphone. Stay tuned for more information soon on the changes that will take place for Parking Permits. I wanted to thank Kim McLaughlin, Town Clerk, and Police Capt. Hemingway for their efforts on the implementation.

Seavey Street survey for sidewalk, curbing upgrade: Over the summer, I met with Chief Kelley and Joe Cooper, Public Works Director, to review Seavey Street and the safety issues relative to the sidewalk and parking lot. As you know, during the summer this is a busy street where many pedestrians, with children and pets, walk daily. Over the years, the sidewalk is not well defined, and without a barrier between the parking lot and the sidewalk, cars tend to park on the sidewalk, which can be unsafe for pedestrians. In addition, the lack of curbing for the metered spots also has cars parking on the sidewalk. The first step was to have this small area surveyed to confirm the Town's right of way. Joe Cooper, the Public Works Director, will provide a project scope and estimate for sidewalk and curbing improvements now that the survey work is complete. I will work with Joe to see when the project can be completed.

New Finance Director: I am delighted to announce the appointment of Old Orchard Beach's new Treasurer - Finance Director – Jordan Miles, who is here tonight.

Jordan's professional experience in Municipal Government spans almost 10 years. He comes to us from the Town of Eliot, where he has been the Treasurer-Finance Director for over 3 years. Before that, he worked for the Town of Lebanon for more than 2 years as their Treasurer/HR Supervisor/and FOAA Officer.

Jordan started his municipal career in High School, working for the Town of Lebanon's Highway Department, and was there for over 4 years. He received his BA in Political Science from the University of Southern Maine. Jordan stopped in earlier today to meet his new staff and I know he will make a positive impact here and I look forward to working with him in the future.

Sincerely,

Diana H. Asanza

NEW BUSINESS

Agenda Item #7601

Discussion with Action: Appoint Jordan Miles as Treasurer-Finance Director, with a six month probationary period from 01/17/2022 thru 07/17/2022 followed by a two year contract with term to expire 07/17/2024, and an annual salary of \$88,000.00.

Motioned to appoint by: Vice Chair Blow

Seconded by: Councilor Reid

Vote: 5-0

Agenda Item #7602

Discussion with Action: Authorize the Town Manager to enter into contract with Dow & Coulombe, Incorporated to perform survey work for the donated property from David R. Ahearn situated at Milliken Mills parcel (Map 101, Block 2, Lot 8), in the amount not to exceed \$8,000.00, from account # 20102-50300 Professional/Engineering Services, with a balance of \$10,455.71.

Background:

In early Fall '21, the Town was approached by Mr. Ahearn with a generous offer to donate an approximate 36-acre parcel of land, located at Milliken Mills, to the Town. The intention of the donation was to ensure that the parcel was preserved as open space for members of the community to utilize for recreational activities (i.e., nature walks, biking, hunting, etc.). Under the agreement the land will have no dwellings built on the parcel.

A clear title and title insurance policy was procured at the December 21st, 2021 Town Council Meeting. Where within, Council authorized Town Manager Asanza to execute any necessary documents related to the property.

The intended survey work is to document clear boundary lines necessary prior to filing the warranty of deeds at the Registry.

Motioned to authorize by: Councilor Mead

Seconded by: Vice Chair Blow w/discussion. Councilor Mead noted that adjacent to the parcel is a large amount of State owned land thus allowing for a larger expanse of land to recreate on.

Vote: 5-0

Agenda Item #7603

Discussion with Action: Reappoint Samuel Dupuis as 1st Associate to the Zoning Board of Appeals, term to expire 12/31/24.

Background:

This item has been requested to be removed without prejudice. Mr. Dupuis had applied to both the Zoning Board of Appeals and the Planning Board. However, under State Law, an applicant cannot sit on both boards. Sam was informed of conflict-of-interest. He has withdrawn his application to the Zoning Board of Appeals and applied to the Planning Board, instead.

Motioned to remove without prejudice: Vice Chair Blow

Seconded by: Councilor Reid

Vote: 5-0

Motioned to adjourn by: Vice Chair Blow

Seconded by: Councilor Mead

Vote: 5-0

The Old Orchard Beach Town Council adjourned @ 6:41pm on Tuesday, January 4, 2022.