

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 Budget Workshop Meeting Minutes

April, 20th, 2023

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 57 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on April 20th, 2023.

Prepared By: Tim Fleury

Approved By: Old Orchard Beach Town Council

Approval Date: 5/2/2023

Respectfully Submitted,

Tim Fleury
Town Council

Secretary



Town Council Woodard and Curran Engineering Updates & Budget Workshop Agenda -UPDATE -

Thursday April 20th, 2023 @ 6:00pm 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 1301 - check with your provider) or by clicking the Meeting Videos link on oobmaine.com.)

There will be a Town Council Workshop on Thursday April, 20th, 2023, to present updates from Woodard and Curran on the status of the Wastewater Treatment Facility upgrade and presentation on the public bathrooms in Town.

The Council will discuss the Fiscal Year 2024 budget for: Public Works, Conservation, Memorial Park, CIP, Wastewater Department, CIP.

The order of the meeting shall be as follows:

- Conservation Budget
- Memorial Park Budget
- Woodard and Curran Updates
- Wastewater and Wastewater CIP Budgets
- Public Works and Public Works CIP Budgets

Chair: Shawn O'Neill

Chairman O'Neill opened the workshop at 6:03pm

Councilor Tousignant was not present with an excused absence.

Town Manager Asanza – explained the order and started with Conservation Commission.

Drivers for all budget items attached at end of minutes

Conservation Commission (CC) – Town Manager Asanza explained the drivers for fiscal year 2024

Kimbark Smith - drought brought in more invasive species and allowed more spread. The CC needs added extra day for contractor for mitigation. 50 acres of trails have been added and need maintenance. 3rd graders made a brochure for the CC as part of a community integration with residents. The brochures need to be updated. Trails are being developed around new housing developments and the new owners maintain and clean those trails. Mark Koenigs - still in process for a lot of items. The kiosks are up, but need maps. Kimbark Smith – grants gave funds for initial work on dunes including reinforcement and winter fencing. \$50k for dune and fence work from grants. Studies on marshes are needed to determine water capability during storm events - Council discussed funding - Councilor Mead - question to Town Manager Asanza, justifications add up to \$18,900 instead of \$12,600? – Town Manager Asanza \$12,600 is correct amount, looking at old amounts. Councilor Mead – concerns on lumber pricing – Mark Koenigs – some in capital, some in operating - Councilor Mead - monies in budget now still, can purchase lumber for future projects - \$50k in hand can be used for dune project? – Town Manager Asanza – approved for trail maintenance – Council can appropriate some funds for other projects if needed.

Chair O'Neill – extended Council's thanks and appreciation in the work that the CC does for the town.

Town Manager Asanza – Veteran's Memorial Park – tentative changes after presentation - \$85,650. The increase comes from from seasonal wages -\$1.50/hr increase – grounds maintenance, all work in park, costs increased. Service contracts = tentative change, grounds moving and edging, entire park, RFP bids will require increase, increase includes the single bid amount received - \$106,350 new total. There is a recommendation for weed and grub control from park's commission. Councilor Mead - on park committee - not much to add. He supports the budget proposal from the Town Manager with hope that the service contract comes in lower. Councilor Mead thanked Jay Chase for great work done in the park - Capital side hoping for federal funded state grant program, but the grant was not awarded. \$500k was appropriated over years past for improvements and the committee wants to move forward with improvements based on funds in hand. They would be used to transform the veteran's memorial in the park by improving access and lighting. They want to redo sidewalks and electrical service in the entire park and are starting a separate fundraising campaign for replacement of the gazebo.

Chair O'Neill thanked staff and volunteers for their work on Memorial Park.

Brent Bridges – gave overview of Wastewater projects – PowerPoint attached at end of minutes.

Bathrooms on beach – showed existing bathrooms and proposed locations.

Walnut Street sewer – challenging sewer project – flat run and uphill runs – project out to bid, bids came in, \$1.8m lowest bid against \$1.2m budgeted – Mr. Bridges gave options for project tweaks to reduce costs.

Wastewater Facility upgrade – The design part is done and the funding part is the next issue. There have been various grants awarded and they are looking for more to complete budget needs – Chair O'Neill – how far in advance will Town know if there are any shortcomings in funding? Brent Bridges – June for earmark and probably DEP money.

Town Manager Asanza – Wastewater department – Town Manager Asanza – went over drivers.

Chris White – went over personnel needs. He is looking for a nonunion operations manager and needs to offer pay enough to draw in candidates. The position needs to have wastewater license and supervisory experience. Chair O'Neill – would it be easier to move foreman to wastewater completely and hire for Public Works to make it easier to fill? Chris White – The chief operator is a working and supervisory position and the facility is growing and becoming more complex. He sees the position as a salaried, tertiary on-call position. Councilor Mead – \$61k increase include operations manager position? Town Manager Asanza, no would be \$78k total. Chair O'Neill – all Wastewater requests have been right on and justified, Chris White does a good job of keeping needs justified. Chris White feels it is important in setting the Town up for future operations. Councilor Mead – projected starting salary – Town Manager Asanza – \$85k – hard to fill positions in Public Works and Wastewater. Chair O'Neill – tentative changes? – Town Manager Asanza \$36k over – equipment replacement and

water costs – removed seasonal wages from Wastewater and moved to Public Works, service contracts are increasing \$3,700 due to inflation, witipping fees are increasing across the state, up \$80k. Electricity is increation.	
CIP – went over vehicle needs and equipment needs – discussed compagas engine versus diesel engine in trucks.	ring
Chairman O'Neill closed the workshop at 8:02pm.	
Drivers and engineering PowerPoint attached below:	
Page 6 of 57	

20152 Veterans Memorial Park: \$85,650 Increase: \$5,515 (6.9%)

<u>50108</u>: <u>Seasonal Employee Wages</u> increased \$1,800 (6.8%). This is based on a season wage rate increasing from \$22/hr to \$23.50. This line is for 1 employee, 40 hours/week for 30 weeks.

50511: Grounds Maintenance increased \$3,000 (20%). This increase includes money for edging and stone dust for the walkways, annual/perennial plants, and maintenance for fences surrounding playground, and tennis courts.

Tentative Changes:

50310: Service Contracts increase \$21,700 to a total amount of \$45,900. This is an increase of \$22,415 (95%) over the FY 23 budget. This increase is based on the bid for mowing/weed whacking which came in at \$31,200. This increase also includes \$8,500 for weed and grub control recommendations that came in after March.

If changes are accepted:

20152 Veterans Memorial Park: \$107,350 Increase: \$27,215 (33.96%)

20173: Conservation Commission: \$12,600 Increase: \$4,000 (46.5%)

50300 Professional Engineering increased \$4,000 (80%). This increase is due to the drought last summer and the increase in invasive species. The additional funding will allow for 3 days work with STANTEC in the coming year.

20161 Wastewater \$1,491,624 Increase: \$170,970 (12.95%)

50106,50108, **Wages** increase \$60,983 (13.09%) This increase includes COLA, for non-union employees, contractual increases for union members and an additional head count for a WW Chief Operator. ** See Tentative Changes for Full Time Wages.

50108 Seasonal EE decrease \$12,960 (100%) Wastewater and Public Works are combining seasonal labor, and the seasonal wages have been moved to Public Works.

50310 Service Contracts increase \$3,737 (14.7%). This increase is based on quotes for service contracts and the addition of an annual service contract for automated valves from AR control services. The prices are driven by the high inflation rates we are seeing.

50330 Equipment Replacement decrease \$27,000 (47.4%). This line funds maintenance and parts replacement over \$1,000. It funds the Huber and Aerzen services calls which run about \$5,000 for each call, and there is also funding included for replacement Media for the odor control unit which is budgeted at \$8,000. The FY 23 budget included one-time replacement costs for spare pumps and the purchase of a space with a space of a space of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the purchase of the costs for spare pumps and the costs for spare pumps are costs for spare pumps and the costs for spare pumps are costs for spare pumps and the costs for spare pumps are costs for

50340: Waste Tipping increase \$80,000 (32%). This increase is based on a price increase for hauling biosolids and the contract price of \$240 per ton as well as a monthly fuel surcharge of approximately \$1,500/month.

50400: Electricity increase \$46,250 (25%). Our current contract is up in November of 2023. This increase is based on the anticipated rate increase according to the current market. We are working with MPO on a renewal contract and will be meeting with the MPO rep over the next two weeks for options.

50405 heating fuel decrease \$5,400 based on usage and an anticipated decrease in fuel costs.

50501 Operating Supplies/Equipment increase \$21,000 (24.1%). This increase is directly related to the increase in costs of Hypochlorite and Polymer. Hypochlorite is currently at \$2.70/gallon and in January of 2022 it was \$1.70/gallon. Polymer is currently at \$2.50/pound and the department uses an estimated 12,000 pounds per year.

The remainder of this account funds Maintenance, operational, and safety supplies for the facility and the pump stations as well as the Bio Augmentation.

50510 Fuel: increase \$3,000 (25%) Although fuel prices are anticipated to go down, department usage of vehicles is up for the Director and Deputy Director. Also, there is a diesel storage tank at the facility for the fueling generators. This increase is based on year to date vehicle fuel expenses and year to date diesel expenses for generators.

Tentative Changes:

50106: Full time wages increase \$17,000. This increase would allow the town to hire an Operations Manager for the department instead of a Chief Operator. This position would be non-union, and report directly to the Director of Public Works and Wastewater. A non-union position would allow for some flexibility in the role.

50340: Equipment Replacement increase \$4,000. Additional funding would be used to rebuild a MOYNO pump for the department.

50401: Water decrease by \$400, based on rate increases from Maine Water, this amount can be reduced.

If Changes are Accepted:

20161 Waste Water: \$1,512,224 Increase: \$191,570 (14.5%)



Old Orchard Beach

Project Updates
Brent Bridges, PE
April 20, 2023

Comfort Station Assessment



Figure 1: Existing Building Floor Plan

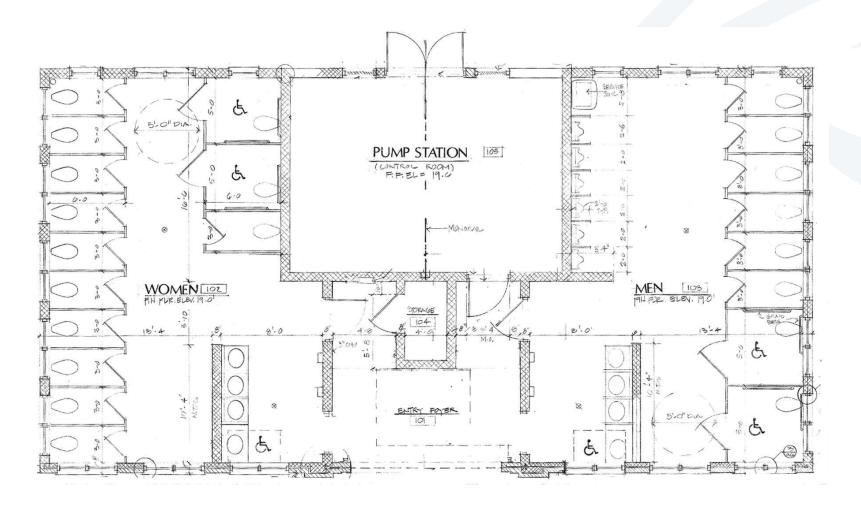




Photo 1: Building Front Exterior

Photo 2: Building Rear Exterior



Photo 2: Building Rear Exterior

Photo 4: Building Roof



Photo 5: Building Roof

Photo 6: Building Rafter Tails and Trim



Photo 7: Building Interior, Entry Foyer

Photo 8: Building Interior, Women's Restroom



Photo 9: Building Interior, Women's Restroom

Photo 10: Building Interior, Women's Restroom



Photo 11: Building Interior, Entry Foyer

Photo 12: Building Interior, Men's Restroom



Photo 13: Building Interior, Men's Restroom

Photo 14: Building Interior, Men's Restroom

Figure 2: Proposed Building Front Elevation



Proposed Building Side Elevation

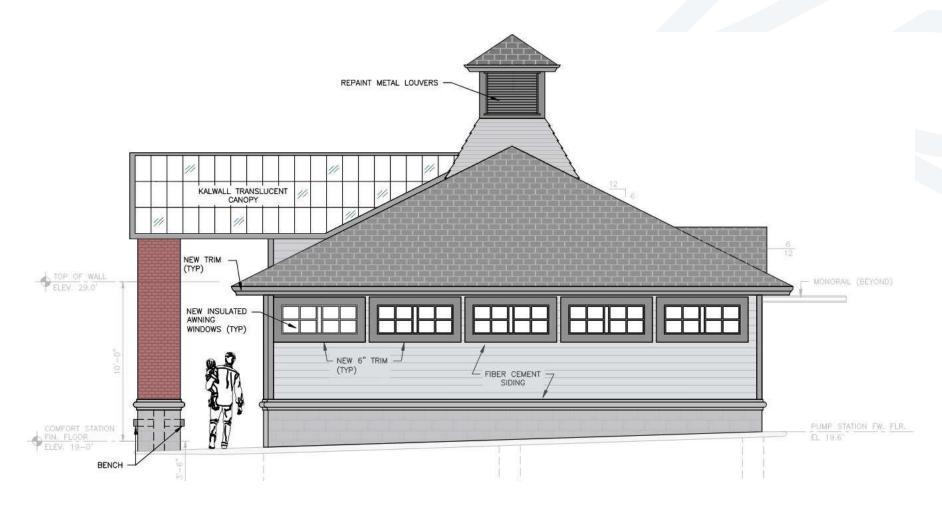
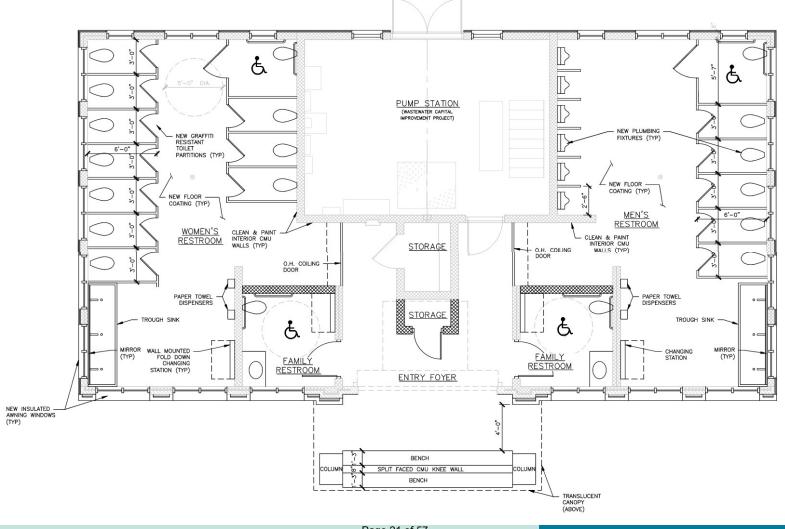


Figure 4: Proposed Building Floor Plan



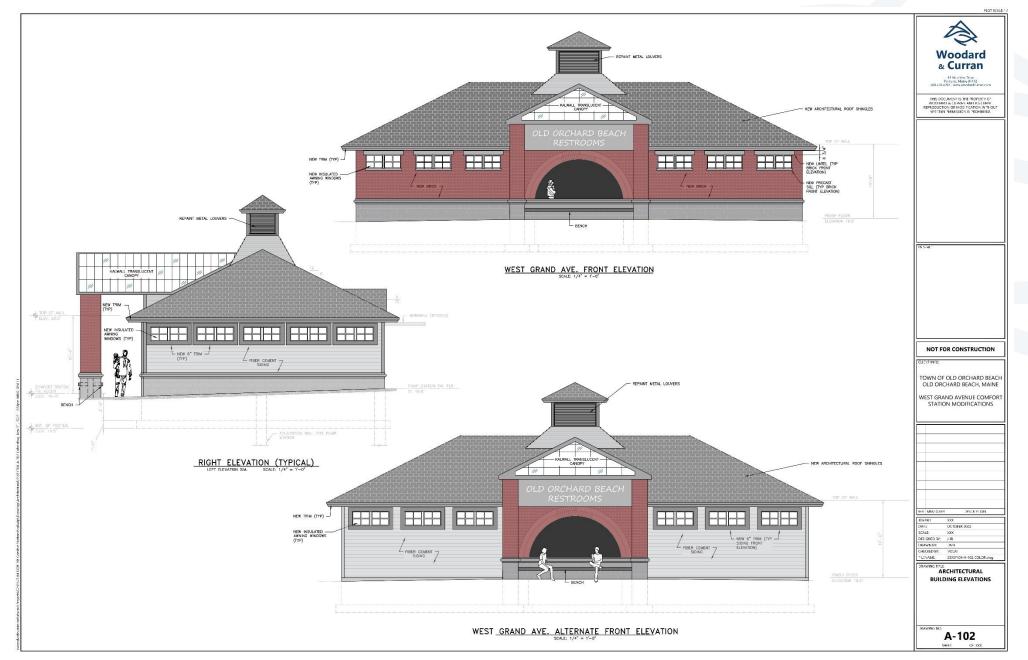


Table 1: Engineer's Opinion of Probable Project Cost For Recommended Improvements

Project Component	Estimated Cost
Administration & General Conditions	\$50,000
Site Work	\$11,000
Demolition	\$43,000
Concrete, Masonry and Finish Carpentry	\$165,000
Thermal and Moisture Protection	\$38,000
Openings (Doors & Windows)	\$121,000
Finishes	\$87,000
Specialty Construction	\$47,000
HVAC	\$49,000
Plumbing	\$51,000
Electrical	\$46,000
Estimated Construction Subtotal	\$708,000
Contingency (15% of Construction)	\$110,000
Design, Permitting & Construction Administration Fees (18% of Construction)	\$125,000
Estimated Total Project Cost	\$943,000

Bathrooms on the Beach Restroom Facilities Assessment



Figure 1: Existing Public Restroom Locations



Figure 2: Beach Dunes



Restroom Facility Floor Layouts

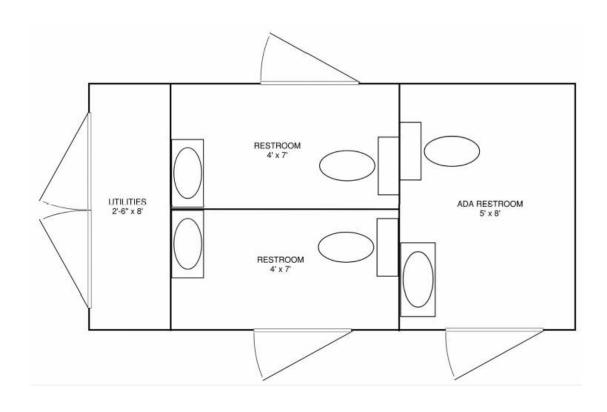


Figure 3 – Restroom Facility Floor Layout A: Three Restroom Arrangement

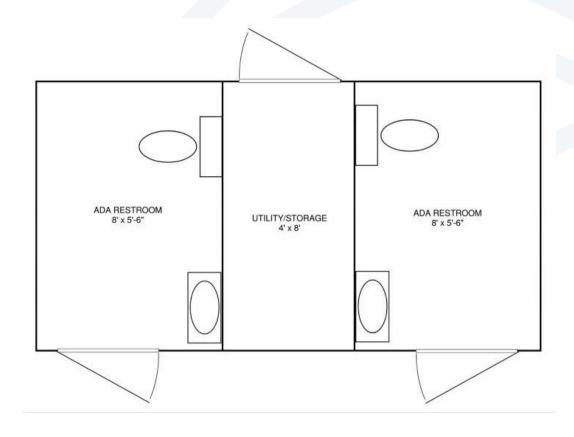
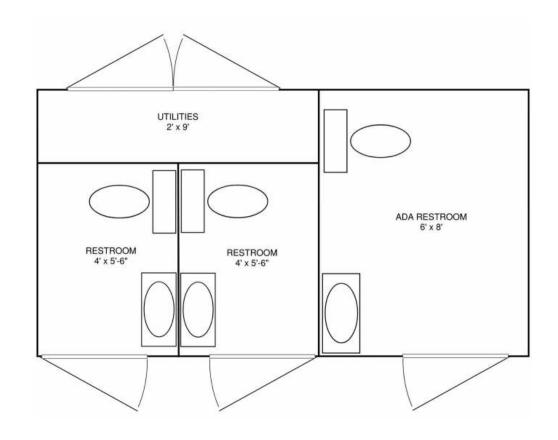


Figure 4 – Restroom Facility Floor Layout B: Two Restroom & Storage Arrangement

Restroom Facility Floor Layouts



UTILITIES
2'x3'-6"

STORAGE
8'x11'

RESTROOM
6'x3'-6"

Figure 5 – Restroom Facility Floor Layout C: Alternative Three Restroom Arrangement

Figure 6 – Restroom Facility Floor Layout D: Single Restroom & Large Storage Arrangement

Example Restrooms



Figure 7 – Example Multiple Restroom (Floor Layout C) – Temple Avenue



Figure 8 – Example Restroom with Storage (Floor Layout D) – Ocean Avenue

Figure 9: Proposed Public Restroom Locations



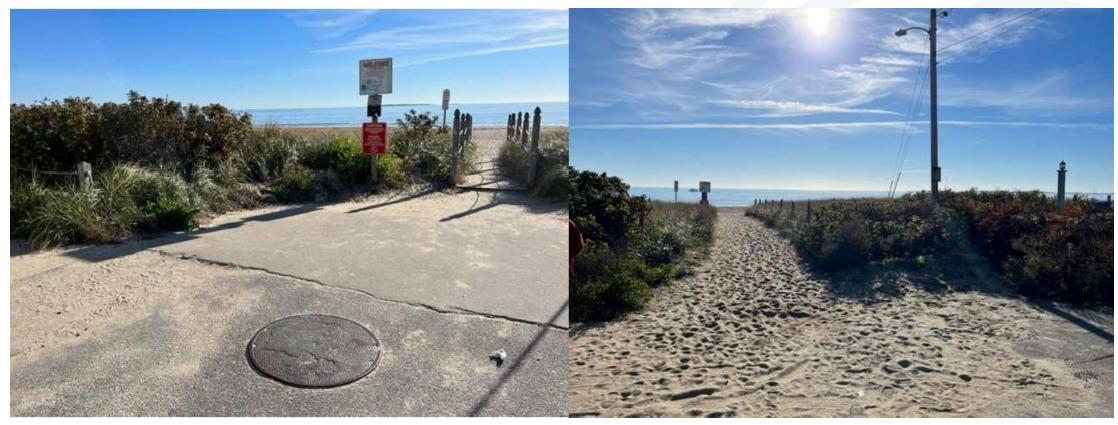


Photo 1: Mullen Street

Photo 2: Brown Street



Photo 3: Old Orchard Street

Photo 4: Staples Street Ext.



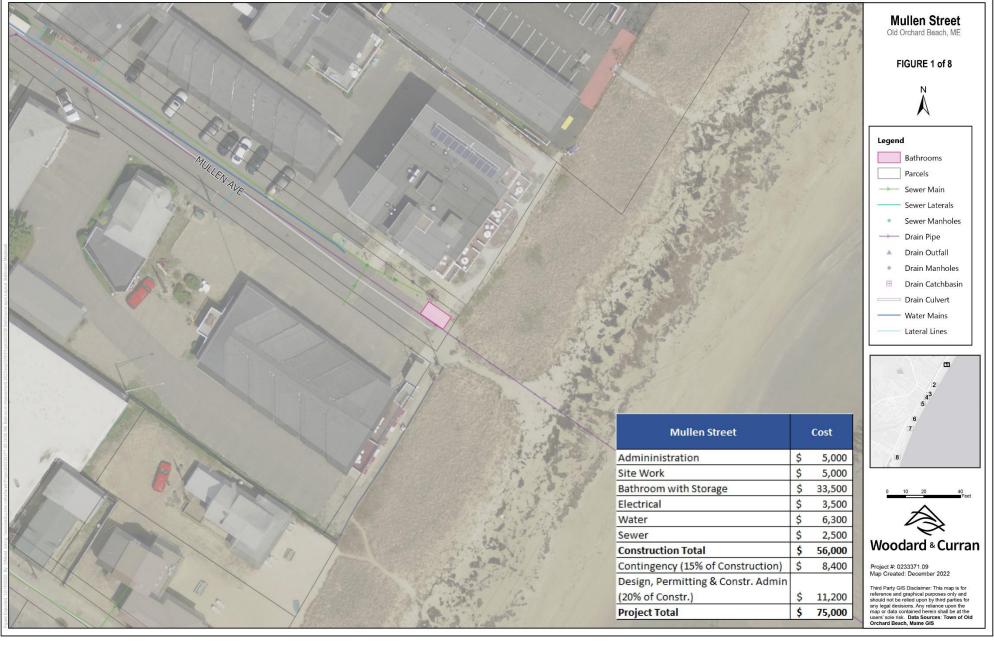
Photo 5: Fernald Street

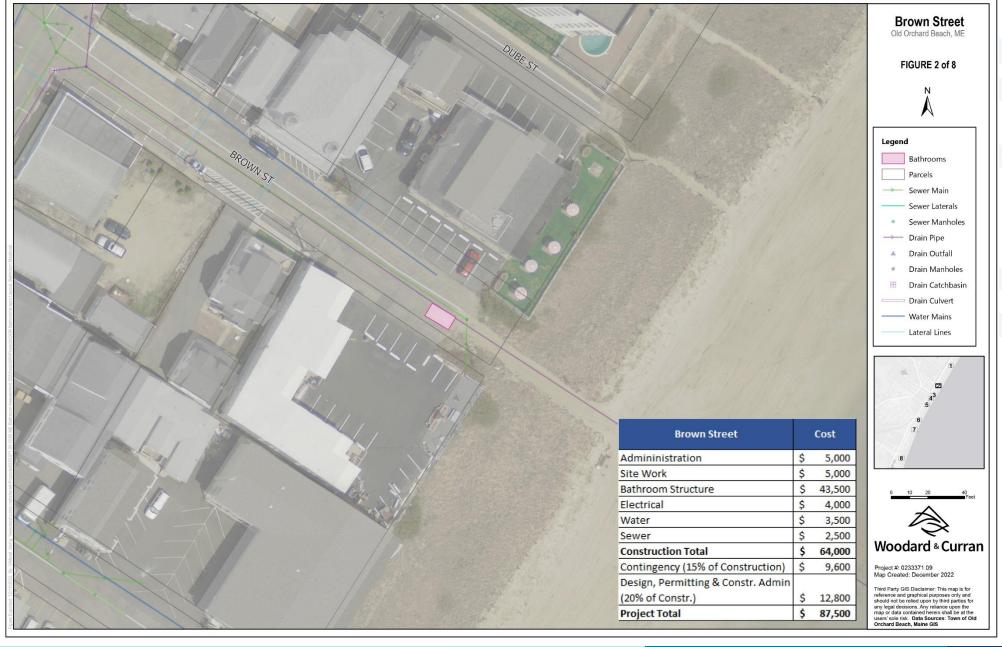
Photo 6: Atlantic Avenue



Photo 7: Ocean Avenue

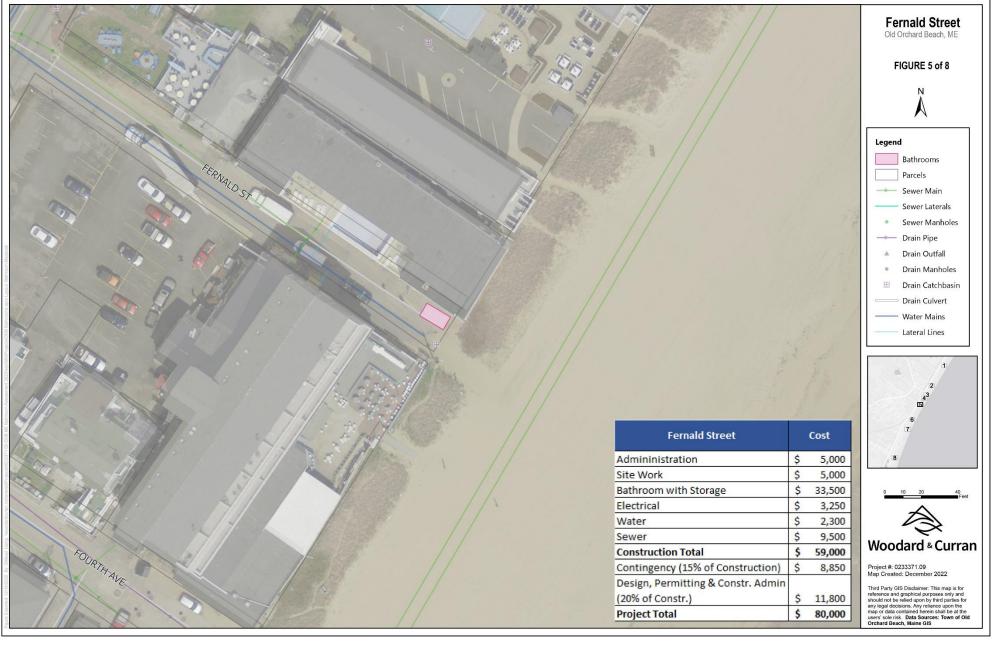
Photo 8: Temple Avenue

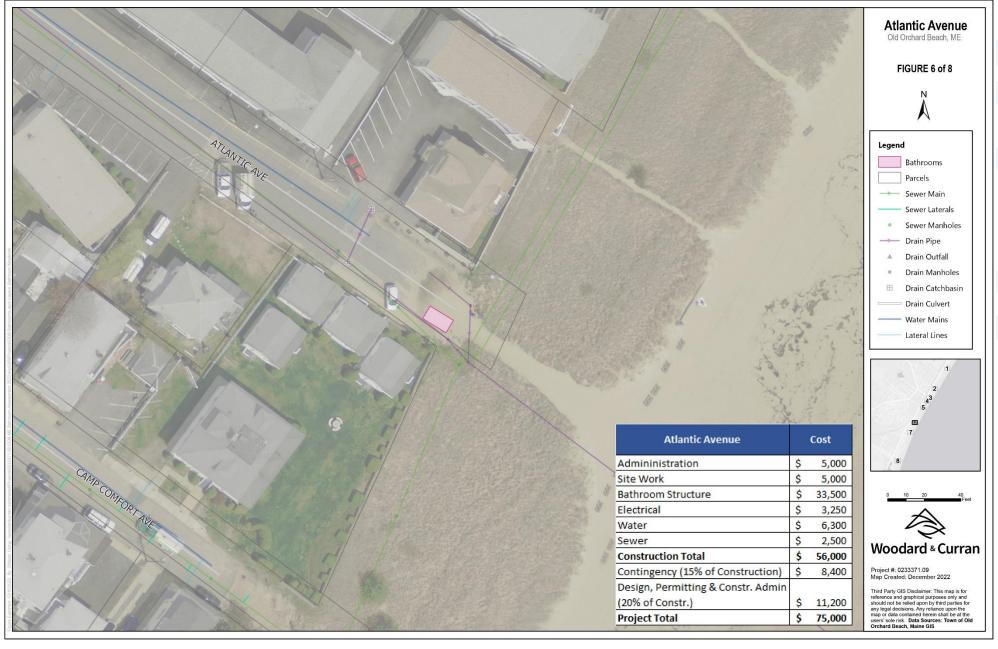


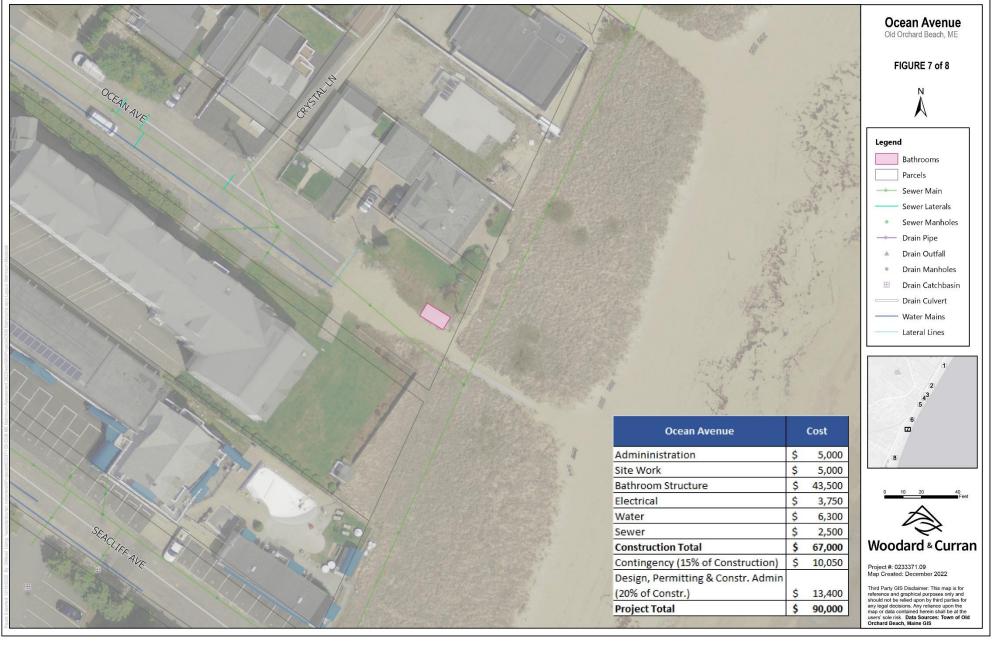












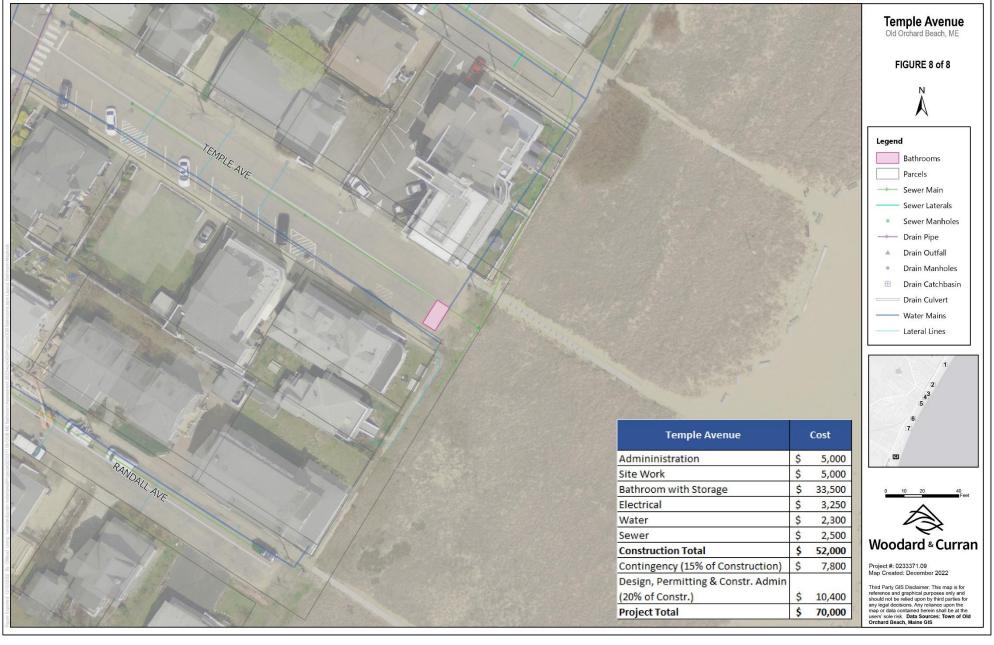


Table 1: Summary of Proposed Public Restroom Floor Layouts and Locations

Street Location	Floor Layout	Notes
Mullen Street	Layout D: Three Restrooms	Provides service to northern area of the beach. Selected based on best utility connections and space in the Walnut Street area – a common access point.
Brown Street	Layout C: Single Restroom with Storage	Provides another restroom and storage for the northern area of the beach.
Old Orchard Street	Layout D: Three Restrooms	Provides public restrooms at the pier and is central to the Town in a visible location. Utilities and space are available.
Staples Street Ext.	Layout C: Single Restroom with Storage	Provides an additional restroom and storage to the busiest area of the beach. Utility connections appear to be generally available except for a water line which requires an extension.
Fernald Street	Layout D: Three Restrooms	Provides restrooms to the central area of the beach in another busy area.
Atlantic Avenue	Layout D: Three Restrooms	Provides restrooms to the south-central area of the beach.
Ocean Avenue	Layout C: Single Restroom with Storage	Provides a restroom and storage to the southern area of the beach.
Temple Avenue	Layout D: Three Restrooms	Provides restrooms to the southern end of the beach at a common access point.

Table 2: Engineer's Opinion of Probable Project Costs For Recommendations

Project Component	Estimated Cost
Mullen Street	\$75,000
Brown Street	\$87,500
Old Orchard Street	\$77,500
Staples Street Ext.	\$115,000
Fernald Street	\$80,000
Atlantic Avenue	\$75,000
Ocean Avenue	\$90,000
Temple Avenue	\$70,000
Total	\$670,000

^{*}Higher estimated cost is due to installation of water line on Staples Street extension.



Walnut Street Gravity Sewer Replacement



Table 1: Existing Walnut Street Gravity Sewer Slope and Capacity Evaluation

PipeID	Pipe Size (in)	Contributing flow (gpm)	US MH Rim El	DS MH Rim El	US Pipe Inv El	DS Pipe Inv El	Pipe Length (ft)	Slope	Min Slope	Full Pipe Capacity (gpm)	Adequate Capacity
SMH-719_SMH-721	12	514	8.37	6.36	2.00	1.14	138.2	0.62%	0.22%	1348	Yes
SMH-721_SMH-722	12	514	6.36	6.45	1.05	1.03	117.0	0.02%	0.22%	223	No
SMH-722_SMH-620	12	514	6.45	6.14	0.98	0.61	232.3	0.16%	0.22%	682	Yes, but less than min slope
SMH-620_SMH-621	12	514	6.14	6.31	0.50	0.49	62.5	0.02%	0.22%	216	No
SMH-621_SMH-622	12	514	6.31	6.59	0.44	-0.13	234.3	0.24%	0.22%	843	Yes
SMH-622_SMH-735	12	514	6.59	6.2	-0.21	-0.88	140.5	0.48%	0.22%	1180	Yes
SMH-735_PS-5	8	514	6.2	7.19	-0.96	1.19	79.0	-2.72%	0.40%	NA	NA

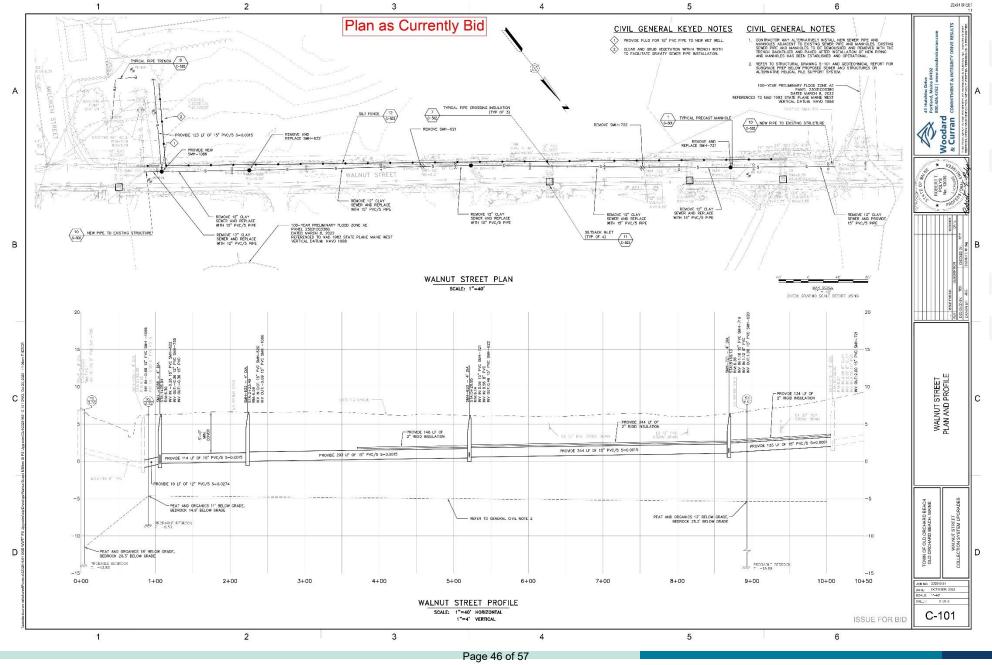
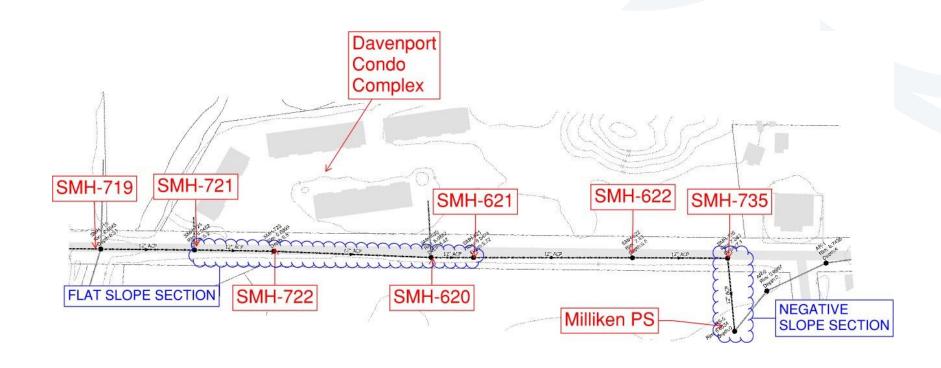


Figure 1: Walnut Street Sewer Sections with Slope Issues



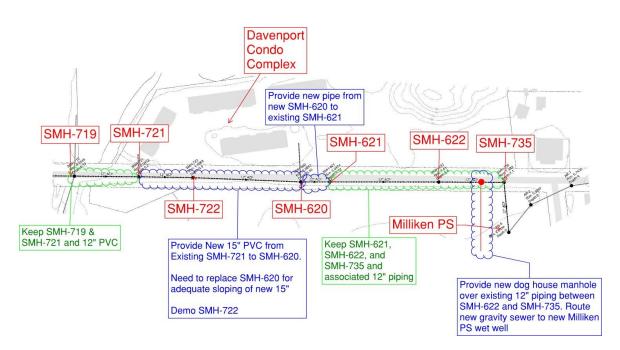
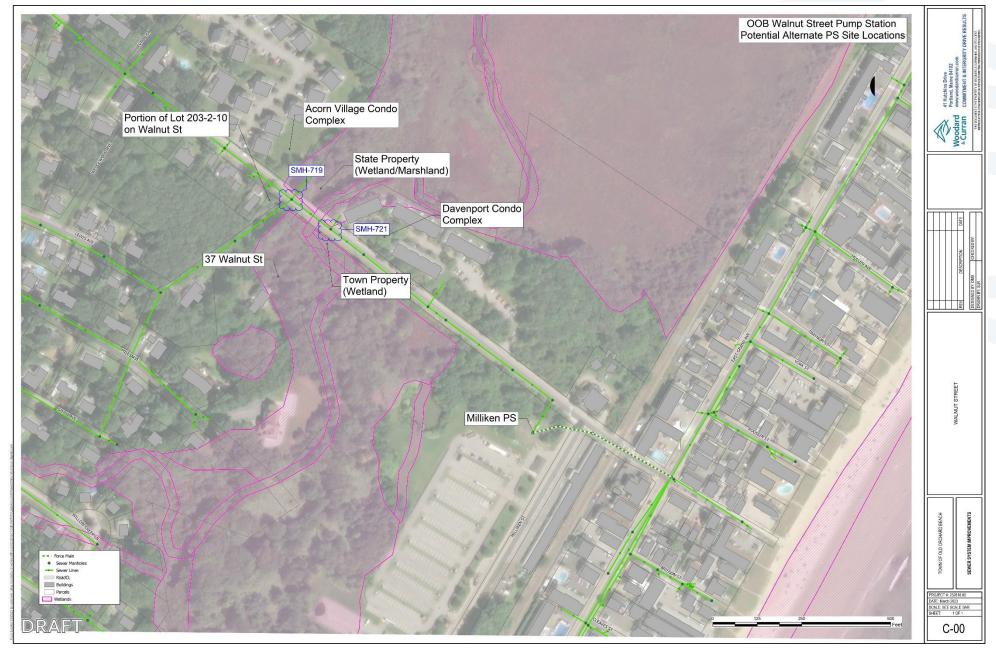


Figure 2: Walnut Street Sewer Replacement Scope Reduction

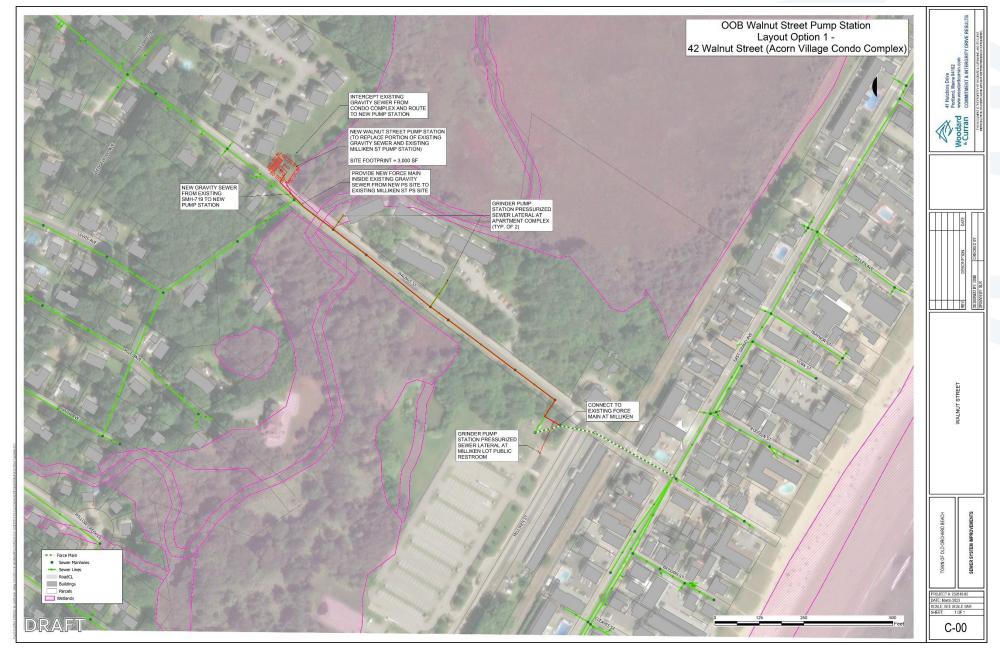
The project scope reduction is reflected in the below bid tabulation compared to the current design:

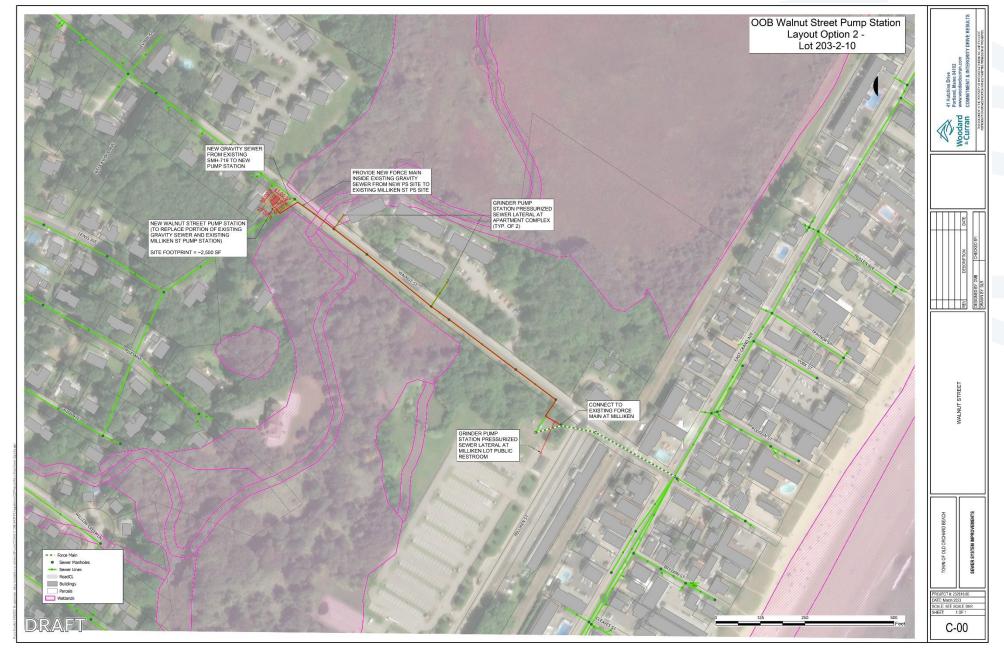
Item No.	Description	Unit	Current Design Quantity	Revised Design Quantity
1	Administration (Mobilization/Demobilization)	LS	1	1
2	Excavation of Unsuitable Materials	CY	425	425
3	Select Backfill	CY	425	425
4	Rock Excavation	CY	50	50
5	Demolishing Existing Manholes	EA	5	2
6	Demolishing Existing Sewer Pipe	LF	925	350
7	Pavement Repair – Town Roads & Driveways	SY	900	450
8	4" Lateral Repair	LF	10	10
9	12" Sanitary Sewer Pipe	LF	20	0
10	15" Sanitary Sewer Pipe	LF	1,050	540
11	6" Sanitary Sewer Force Main	LF	85	85
12	2" Rigid Insulation	LF	650	415
13	4" Diameter Gravity Sewer Manholes	EA	4	2
14	Traffic Control	LS	1	1
15	Test Pits	EA	8	8
16	Testing Allowance	ALLOW	1	1

				Shaw Brothers Construction		
Item No.	Description	Unit	Current Design Quantity	Bid Unit Price	Bid Price	
1	Administration (Mobilization/Demobilization)	LS	1	\$333,750	\$333,750	
2	Excavation of Unsuitable Materials	CY	425	\$15	\$6,375	
3	Select Backfill	CY	425	\$15	\$6,375	
4	Rock Excavation	CY	50	\$0.01	\$0.50	
5	Demolishing Existing Manholes	EA	5	\$1,000	\$2,000	
6	Demolishing Existing Sewer Pipe	LF	925	\$10	\$3,500	
7	Pavement Repair – Town Roads & Driveways	SY	900	\$75	\$33,750	
8	4" Lateral Repair	LF	10	\$40	\$400	
9	12" Sanitary Sewer Pipe	LF	20	\$395	_	
10	15" Sanitary Sewer Pipe	LF	1,050	\$1,050	\$567,000	
11	6" Sanitary Sewer Force Main	LF	85	\$395	\$33,375	
12	2" Rigid Insulation	LF	650	\$14	\$5,810	
13	4" Diameter Gravity Sewer Manholes	EA	4	\$6,800	\$13,600	
14	Traffic Control	LS	1	\$66,475	\$66,475	
15	Test Pits	EA	8	\$1,200	\$9,600	
16	Testing Allowance	ALLOW	1	\$10,000	\$10,000	
Base Bid	Subtotal				\$1,092,210.50	



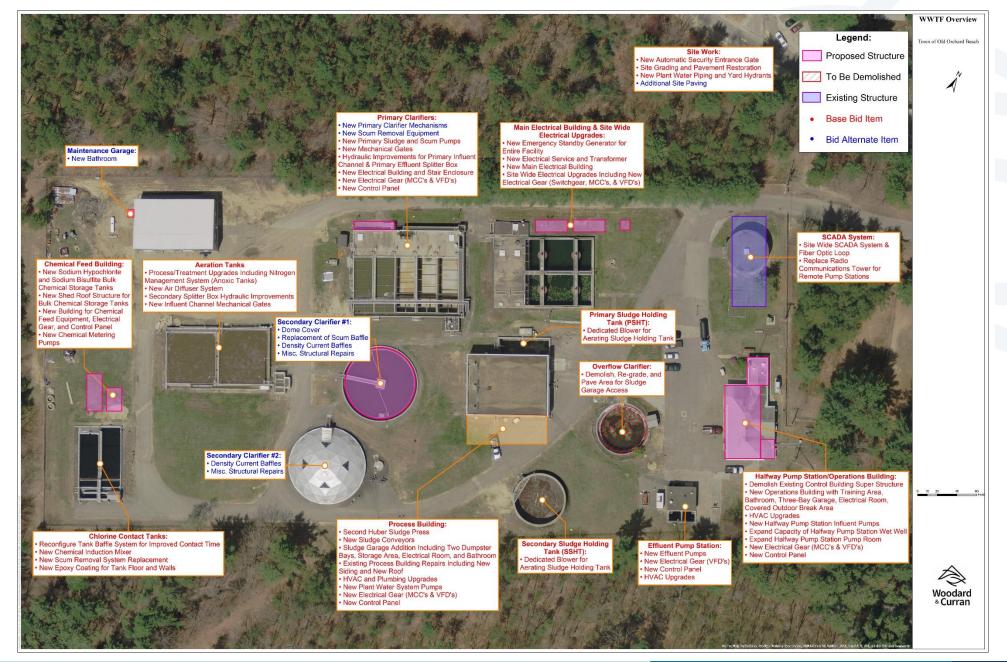






Wastewater Treatment Facility amd Pump Station Upgrades Overview







Cost & Summary Tables



Town of Old Orchard Beach, ME
Wastewater Treatment Facility &
Pump Station Upgrades Project
Opinion of Probable Project
Cost
April 2023

Town Of Old Orchard Beach, ME WWTF & PS Upgrades Project Funding Summary					
WWTF & PS Upgrades Total Project Cost	\$30,063,000				
Project Funding					
CWSRF Funding (Loan)	\$23,500,000				
EPA Earmark #1	\$1,000,000				
Total Funding Secured	\$24,500,000				
EPA Earmark #2	\$2,000,000				
CWSRF Funding (Loan & Principal Forgiveness)	\$4,650,000				
Total Funding Not Yet Secured \$6,650,000					



ltem No.	Description	Unit	Qty	Unit Price	Value
Opinion of Probable Construction Cost					
1	Administration	LS	1	\$1,195,000	\$1,195,000
2	Electrical Service Allowance	AL	1	\$150,000	\$150,000
3	Hazardous Material Mitigation Allowance	AL	1	\$45,000	\$45,000
4	Testing Allowance	AL	1	\$52,000	\$52,000
5	Fuel, Telephone, & Data Allowance	AL	1	\$5,000	\$5,000
6	Excavation of Unsuitable Materials	CY	175	\$25	\$4,400
7	Select Backfill	CY	145	\$35	\$5,100
8	Rock Excavation	CY	30	\$500	\$15,000
9	Test Pits	EA	15	\$1,000	\$15,000
10	Grit Removal & Disposal	CY	75	\$400	\$30,000
11	Type A - Shallow Concrete Spall Repair	DF	320	\$125	\$40,000
12	Type B - Deep Concrete Spall Repair	SF	80	\$300	\$24,000
13	Type C - Concrete Route & Seal Crack Repair	LF	590	\$30	\$18,000
14	Type D - Polyurethane Grout Injection	LF	200	\$80	\$16,000
15	2" Rigid Insulation	LF	350	\$10	\$3,500
16	Bollards	EA	10	\$500	\$5,000
17	CMU Repointing	SF	1,720	\$25	\$43,000
18	Bituminous Pavement	SY	2,000	\$90	\$180,000
19	WWTF Upgrades	LS	1	\$16,617,000	\$16,617,000
20	Dewatering Upgrades - 2nd Huber Screw Press	LS	1	\$302,000	\$302,000
21	Comfort Pump Station Upgrades	LS	1	\$274,000	\$274,000
22	Ross Rd Pump Station Upgrades	LS	1	\$317,000	\$317,000
23	Portland Ave Pump Station Upgrades	LS	1	\$437,000	\$437,000
24	Milliken Rd Pump Station Upgrades	LS	1	\$524,000	\$524,000
25	West Grand Pump Station Upgrades	LS	1	\$12,000	\$12,000
26	East Grand Pump Station Bypass Connection	LS	1	\$42,000	\$42,000
	1 21	В	Base Bid Cor	nstruction Subtotal	\$20,371,000
A1	Primary Clarifier Mechanism Replacement	EA	5	\$171,000	\$855,000
A2	Secondary Clarifier #1 - Dome Cover	LS	1	\$234,000	\$234,000
A3	Secondary Clarifier #1 & #2 - Density Current Baffles	LS	1	\$80,000	\$80,000
A4	Secondary Clarifier #1 & #2 - Full Radius Scum Skimmer	LS	1	\$100,000	\$100,000
A5	Secondary Clarifier #2 - Drive Replacement & Mechanism Recoating	LS	1	\$178,000	\$178,000
A6	Maintenance Garage Bathroom	LS	1	\$32,000	\$32,000
A7	East Grand Pump Station Generator	LS	1	\$241,000	\$241,000
A8	Additional WWTF Paving	SY	2698	\$100	\$270,000
Total Bid Alternates Construction Subtotal (2023)					
Base Bid + Bid Alternates Construction Contingency (10%)					
Total Construction Subtotal (2023)					
Page E7 of E7 Walnut Street Gravity Sewer Upgrades					\$2,250,000 \$1,320,000
Page 57 of 57 Total Base Bid + Bid Alternates + Walnut St Sewer Construction Subtotal (2023)					
Total Non-Construction Cost (2023)					
Total Project Cost (2023)					