



## Town Council - Meeting Agenda

**March 4<sup>th</sup>, 2025 @ 6:30pm**  
**Council Chambers - 1 Portland Avenue**

*[www.oobmaine.com/town-council](http://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](http://oobmaine.com).)*

### **PLEDGE OF ALLEGIANCE:**

### **ROLL CALL:**

### **ACKNOWLEDGEMENTS:**

Chief John Gilboy – Swearing in of new Deputy Fire Chief Travis McDonald

### **GOOD & WELFARE:**

### **PRESENTATION:**

## **ACCEPTANCE OF MINUTES:**

**Accept the minutes from the 2/18/2025 Regular Town Council Meeting; and the 2/20/2025 Town Council Workshop.**

Chair: Shawn O'Neill

## **PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:**

Grand Beach Properties LLC, Noel Roy, (202-1-1), 1-3 Parcher Avenue, two (2) year-round short-term rentals.

Colombian Food, Estefani Arias, (210-11-6), 5 Ocean Park Road, victualers with prep and no alcohol.

Chair: Shawn O'Neill

## **PUBLIC HEARING – SPECIAL AMUSEMENT PERMITS & APPROVALS:**

Royal Anchor Resort, RAR Surfside Inc, Steven and Michelle Cowan, (202-1-5), 203 East Grand Avenue, live music, 10:00AM through 9:00PM, outside, Sunday through Saturday. (no changes from last year)

Chair: Shawn O'Neill

## **TOWN MANAGER REPORT**

**NEW BUSINESS:**

**AGENDA ITEM #8710**

**Discussion with Action:** Appoint Kathryn Galpin as a Deputy Code Enforcement Officer, Deputy Plumbing Inspector, and Deputy Electrical Inspector, term to expire 07/01/2025.

Chair: Shawn O'Neill

**AGENDA ITEM #8711**

**Discussion with Action:** Approve the quote from AAA Police Supply in the amount of \$10,632.00 for the purchase of ammunition and simunition for the Police Department from account #20131-50501 Police Operating Supplies with a balance of \$42,137.27

Chair: Shawn O'Neill

**AGENDA ITEM #8712**

**Discussion with Action:** Approve the purchase of two CWTCCC Touch and Display Pay Stations from FLOWBIRD in the amount of \$14,888.00 from Parking Control Capitol Improvement Account (Pay and Display Parking Kiosks) Account 52002-50884 with a balance of \$26,623.99.

Chair: Shawn O'Neill

### **AGENDA ITEM #8713**

**Discussion with Action:** Set the public hearing date of March 18th, 2025 to amend the Code of Ordinances, Chapter 34, Housing, Section 34-91 Occupancy Requirements to amend the ordinance to allow greater density for temporary seasonal housing in a cabin or similar facility, and Chapter 34, Housing, Section 34-26 to add definitions for floor area, habitable space, dwelling, and complete bathroom.

Chair: Shawn O'Neill

### **AGENDA ITEM #8714**

**Discussion with Action:** Set the public hearing date of March 18th, 2025 to amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, Section 54-37, Penalty, changing the fine amount for expired parking; and Section 54-187, Town Hall parking and Veteran's Square parking.

Chair: Shawn O'Neill

### **AGENDA ITEM #8715**

**Discussion with Action:** Amend Parking Policy 23-1 by changing the fee for a Non Resident Temporary Permit from \$50 to \$100, and adding a new \$1,000 Non Resident Permit; also, changing the end date to Labor Day for all permits except the \$300 permit which ends on October 31st, to match the ordinance change.

Chair: Shawn O'Neill

### **AGENDA ITEM #8716**

**Discussion with Action:** Amend the Code of Ordinances, Appendix A-Schedule of License, Permit and Application Fees by amending the fee for a Non Resident Temporary Permit and adding the new \$1,000 Non Resident Parking Permit.

Chair: Shawn O'Neill

### **AGENDA ITEM #8717**

**Discussion with Action:** Amend the Code of Ordinances, Appendix A-Schedule of License, Permit and Application Fees by amending the fee for parking at all pay stations, meters, and pay by parking app from \$3 an hour to \$4 an hour.

Chair: Shawn O'Neill

### **AGENDA ITEM #8718**

**Discussion with Action:** Amend the Code of Ordinances, Chapter 58, Utilities, Section 58-58, Reimbursement of costs to residents, by changing the total septic reimbursement from \$250 to \$325.

Chair: Shawn O'Neill

### **AGENDA ITEM #8719**

**Discussion with Action:** Per Section 50-111 of the Code of Ordinances, the Town Council, for E-911 services, are naming the following private ways: Sugar Bush Lane and Black Birch Way.

Chair: Shawn O'Neill

### **AGENDA ITEM #8720**

**Discussion with Action:** Award the Pickle Ball Court Resurfacing bid to Pine State Asphalt Inc. in the total amount of \$63,300 with \$36,410.89 coming from account #51002-50902 CIP Recreation Loranger Pickleball with a balance of \$36,410.89 and the balance of \$26,889.11 from account #30200-50317 Recreation Non-Program Expense fund with a balance of \$140,392.40.

Chair: Shawn O'Neill

### **AGENDA ITEM #8721**

**Discussion with Action:** Approve the Special Event Permit application for the Chamber of Commerce to hold their annual Car Show on Friday & Saturday, September 12th and 13th, 2025; Friday & Saturday, September 11th and 12th, 2026; and Friday & Saturday, September 10th and 11th, 2027. Set-up Friday at 9 a.m. Event Friday from noon to 8 p.m., closing Old Orchard Street, and using barricades to create two lanes of traffic travelling from Heath to Old Orchard Street. On Saturday, request to use Memorial Park from 6 a.m. to 5 p.m. and a request to use the Milliken Street parking lot for registration of vehicles. Take down by 7 p.m. Request to close First Street (Staples Street to Heath Street). Request for a banner to be hung in the Gazebo in Memorial Park and in the Square two weeks prior to event. Tents/canopies with BBQ grills, fryers, or other cooking appliances should have a portable fire extinguisher available during operation. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided to the Town Clerk's Office at least two weeks prior to each event.

Chair: Shawn O'Neill

### **AGENDA ITEM #8722**

**Discussion with Action:** Approve the Special Event Permit application for the Town of Old Orchard Beach to hold the annual Memorial Day Parade to honor our country's veterans. The parade will be on Monday, May 26th, 2025, from 1:00p.m. to approximately 3:00 p.m. with an anticipated parade start at the Ball Park, traveling down Saco Ave, to Old Orchard Street, followed by First Street with an end at Memorial Park.

Chair: Shawn O'Neill

### **AGENDA ITEM #8723**

**Discussion with Action:** Approve the Special Event Permit application for 5k Sports Race Management to hold a road race on Saturday, March 22nd, 2025, from 8 a.m. to Noon. Two Old Orchard Beach police officers are required and must be booked at least two weeks prior to the event; any cancellation of the event must be at least one week prior to the event. Insurance, listing the Town of Old Orchard Beach as additionally insured, must be provided to the Town Clerk's Office at least two weeks in advance of the event.

Chair: Shawn O'Neill

### **AGENDA ITEM #8724**

**Discussion with Action:** Renew the liquor license for JJ's Eatery Too, David Squared Holding LLC, David Nguyen, (306-5-1), 12A Old Orchard Street, m-s-v on premise.

Chair: Shawn O'Neill

## **AGENDA ITEM #8725**

**Discussion with Action:** Renew the liquor license for Royal Anchor Resort, RAR Surfside Inc., Steven and Michelle Cowan, (202-1-5), 203 East Grand Avenue, hotel m-s-v on premise.

Chair: Shawn O'Neill

## **ADJOURNMENT**

Chair: Shawn O'Neill