



## Town Council - Meeting Agenda

**March 18<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:**

**GOOD & WELFARE:**

**PRESENTATION:**

Fiscal year 2024 Audit Presentation – RHR Smith & Company

Fiscal year 2026 Municipal Budget Presentation – Town Manager Diana Asanza

Recreation Department Update – Jason Webber, Recreation Director

**ACCEPTANCE OF MINUTES:**

Accept the minutes from the 3.4.2025 Regular Town Council Meeting.

Chair: Shawn O'Neill

**PUBLIC HEARING – ORDINANCE AMENDMENTS:**

**Public Hearing:** Shall the Town Council 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

**Public Hearing:** Shall the Town Council 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

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

Daniel Debiasi and Taylor Ann Hamilton, (311-24-2), 16 Thirteenth Street, one (1) year-round short-term rental.

West Grand Properties LLC, Jason and Jennifer Meade, (316-13-7), 103 West Grand Avenue, one (1) year-round short-term rental.

Sarah Antonis, (211-1-14-6), 57 Old Salt Road Unit #6, one (1) year-round rental.

Jean and Kathleen Sarkissian, (301-3-1-304), 189 East Grand Avenue Unit 304, one (1) year-round short-term rental.

Chair: Shawn O’Neill

**TOWN MANAGER REPORT**

**NEW BUSINESS:**

**AGENDA ITEM #8726**

**Discussion with Action:** Accept the donation in the amount of \$15,000 from George Kerr for the installation of new light fixtures in the Veteran’s Memorial Park.

Chair: Shawn O’Neill

**AGENDA ITEM #8727**

**Discussion with Action:** Shall the Town grant an access easement for the purposes of pedestrian and vehicle access, and the installation of utilities, running from Ross Road over Town of Old Orchard Beach property identified as Map 105, Block 2, Lot 736 to a property identified as Map 107, Block 2, Lot 30 owned by Joseph D. Emmons, which is shown on the plan entitled "Plot Plan Land of Joseph D Emmons" dated February 2025 and described in the Access Easement Deed from the Town of Old Orchard Beach, Maine to Joseph D. Emmons, dated, \_\_\_\_\_

Chair: Shawn O'Neill

**AGENDA ITEM #8728**

**Discussion with Action:** Award the bid from Municipal Resources Inc. for the Fire Department Services Study and Assessment in the amount of \$32,295 from account #20118-50350 Contingency Expense with a balance of \$130,000.

Chair: Shawn O'Neill

**AGENDA ITEM #8729**

**Discussion with Action:** Award the bid from Shaw Brother's Construction for the Harmon Ave., Murphy Ave, and Michaud Ave. Drainage, and Road Improvements Project, in the amount of \$1,352,115.00 from the following accounts: \$435,903.00 from the General Fund Unassigned Fund Balance with a balance of \$15,757,494 and \$916,212.00 from CIP Stormwater Expense account #50002-50831, with a balance of \$980,834.67.

Chair: Shawn O'Neill

**AGENDA ITEM #8730**

**Discussion with Action:** Approve the Special Event Permit application for the Old Orchard Beach Recreation Department to hold Round Robin Basketball Games at the Memorial Park Basketball Courts on Saturday, July 26th, 2025, from 8 a.m. to 7 p.m., including set-up and takedown. Rain date July 27th, 2025, same times.

Chair: Shawn O'Neill

**AGENDA ITEM #8731**

**Discussion with Action:** Approve the Special Event Permit Application for Palace Playland and the Pier to hold Fireworks displays every Thursday at 9:45 p.m. on the beach in front of Palace Playland, June 26th through August 21st, 2025, to also include Fireworks on July 4<sup>th</sup> at 9:45 p.m. Approval by the State Fire Marshall's Office to be provided to the Fire Department at least one week prior to the first display. No fee as this event is co-sponsored by the Town. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided at least two weeks prior to the events.

Chair: Shawn O'Neill

## **AGENDA ITEM #8732**

**Discussion with Action:** Approve the Special Event Permit application for OOB365 to hold Last Blast on December 31st, 2027 from 3:00 p.m. to 9 p.m. in the Square and on the beach, including vendors, amplified music, a bonfire and fireworks on the beach. Approval by the State Fire Marshall's Office to be provided to the Fire Department at least one week prior to the first display; bonfire permit will be obtained on the day of the fire after inspection of materials to be burned are inspected by Fire Department Officer in charge; fire is completely extinguished prior to leaving the bonfire site; a safety barricade must be placed around the fire to keep people 15 feet away. Also, provide volunteers to assist with clearing the beach and securing the area with scene tape prior to the fireworks company loading the shells. Volunteers will also be needed to prevent entry into the secured area for the duration of the display. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided to the Town Clerk's Office at least one month prior to the event.

Chair: Shawn O'Neill

## **AGENDA ITEM #8733**

**Discussion with Action:** Approve the Special Event Permit application for the Chamber of Commerce to hold Lobster Rock (lobster bake) event in Veteran's Memorial Park with live music, food trucks and a beer tent, on Saturday, June 14th, 2025. Set-up is the same day at 9 a.m. Event is from Noon to 8:30 p.m. The beer tent must be on the Libby Library property, with permission from the Library—Liquor Liability insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided by the liquor provider, as well as the liquor provider proving private door security. Liquor Provider to meet with Police Department at least two weeks prior to the event to discuss stipulations for the beer tent.

Chair: Shawn O'Neill

## **ADJOURNMENT**

Chair: Shawn O'Neill