



Town Council - Meeting Agenda

Tuesday August 5th, 2025 @ 6:30pm
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.)*

PLEDGE OF ALLEGIANCE:

ROLL CALL:

ACKNOWLEDGEMENTS:

Chief John Gilboy – Presentation of Stork Pins

GOOD & WELFARE:

PRESENTATION:

ACCEPTANCE OF MINUTES:

Accept the minutes of the 7/15/2025 Regular Town Council meeting.

Chair: Shawn O'Neill

PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:

Adamo Properties LLC, Jason Adamo, (103-1-406), 12 Casey Lane, one (1) year-round rental.

Adamo Properties LLC, Jason Adamo, (208-1-9-32), 22 Trinity Way, one (1) year-round short-term rental.

Tide and Grind LLC, Kassi McCauley, (306-5-1), 12 Old Orchard Street Unit D, victualers with prep and no alcohol.

Jacques and Michael Gani, (205-3-6), 40 Old Orchard Street, one (1) year-round short-term rental.

Ceseretti Family Living Trust, Mark and Karen Ceseretti, (323-8-12-1A), 47 Randall Avenue, one (1) year-round short-term rental.

Traci Lyn Bartow, (304-6-2-101), 72 East Grand Unit #101, one (1) year-round short-term rental.

Diana Mushel, (208-3-20), 183A Saco Avenue, one (1) year-round rental.

Victoria Shymanskyi, (320-11-5), 15 West Tioga Avenue, one (1) year-round short-term rental.

Crimson Moon LLC, Joe Rousseau, (305-3-6), 35 East Grand Avenue, twenty-four (24) motel year-round units.

Chair: Shawn O'Neill

TOWN MANAGER REPORT

NEW BUSINESS:

AGENDA ITEM #8817

Discussion with Action: Shall the Town Council consider an Adult Use Marijuana Store Business License Application from Theory Wellness of Maine 4 LLC, Brandon Pollock, (210-10-2), 11 Ocean Park Road, Adult Use Marijuana Store License.

Chair: Shawn O'Neill

TO: Old Orchard Beach Town Council
Diana Asanza, Town Manager
Tim Fleury, Executive Assistant
FROM: Planning Department
SUBJECT: Adult Use Marijuana Business Proposal
DATE: 5 August 2025

At the 15 July public hearing, Council received several comments. I'd like to offer a few comments in response.

- Why allow marijuana stores?
It's important to remember that adult use marijuana stores were allowed as a result of a town-wide referendum vote initiated by a citizen of OOB. A considerable number of registered voters participated in this vote- it did not take place during an odd year or the off-season, it was on the November 2019 ballot which included a presidential election. Because a majority of OOB registered voters allowed the use, Council had no choice than to follow.
After the vote, Council worked hard to mitigate potential impacts through development of detailed ordinances to regulate the store. The ordinance development process lasted several years and had many public sessions. In the end two ordinances were adopted that include standards such as limiting the number of stores allowed to one, ensuring the allowed locations were limited so to prevent stores from being located in the more family oriented sections of town, detailed application review and vetting process, limits on operating hours, and performance standards that regulate trash, noise, odor, outdoor use, etc.
- Traffic.
Traffic was one of the primary concerns throughout development of ordinances and review of the marijuana store proposal. In fact, the ordinance requires applicants to prepare a traffic impact analysis prepared by a licensed traffic engineer. This may seem minor but it is an extraordinary step for our somewhat antiquated ordinances.
During planning board review, the applicant submitted a traffic impact analysis. The town hired one of the best traffic engineers in the state to review the applicant's submission and provide guidance to the town. After several reviews, our engineer found the proposal meets town and state standards.
I'd like to note that we all may see things that are different from engineering findings, but it's important to note we can only rule on the hard numbers and data provided to us. Making decisions on observations and feelings is similar to making decisions based on opinions without factual data to support the opinions. In the world of zoning, we must consider legal matters and courts do not accept feelings and opinions as facts.
- Vehicles driving down Melvin Ave.
Use of Melvin Ave was considered by the applicant's traffic engineer and the town's traffic engineer during planning board review. Ultimately, it led to one condition related to Melvin Ave- ensure site line are clear at the Ocean Park Rd intersection.
A Melvin Ave property owner mentioned a dead end sign could help. As Council may recall, when issuing a final decision Council can attach any conditions on a license that are reasonably necessary to ensure compliance with the Adult Use Marijuana Business Licensing Ordinance or to address concerns about the operations. A condition could be attached to require the applicant pay for the purchase of a dead end sign.

Council Review and Final Decision

The following comments were included in Council's 15 July planning department memo and seem appropriate to provide to Council again.

Council review of the proposed Adult Use Marijuana Business begins after the applicant is selected by the Business License administrator (step 1) and Conditional Use review ends with approval (step 2). Council responsibility includes hosting a public hearing and issuing a final decision. There are a few important items associated with Council's review:

- Council must make final decision at a regularly scheduled meeting. A final decision cannot be made at a special meeting.
- Council must apply the standards in Sec. 18-35 when making its final decision. The standards in Sec. 18-35 are the same used for all new business license applications. See page 3 of this memo for Sec. 18-35.
- The applicant must meet Adult Use Marijuana Business Licensing Ordinance Sec. 18-610(1) and (2), and other applicable local ordinances, codes and state laws.
- Council can attach any conditions on a license that are reasonably necessary to ensure compliance with the Adult Use Marijuana Business Licensing Ordinance or to address concerns about the operations.

After the public hearing concludes, Council can make a final decision at a regularly scheduled meeting. When making the final decision Council should apply Sec. 18-35 and ensure Sec. 18-610(1) and (2), applicable local ordinances, codes, and state laws are met.

I believe there are a few ways to apply Sec. 18-35. One: find no reason to deny based on the criteria identified in 18-35 (b) (1) – (9). Two: vote on each of the nine criteria in 18-35.

Because the applicant cannot secure full state active license approval before Council approval, a condition should be attached to approval that requires the applicant to secure State active license approval before sales begin.

An important note: The Planning Board’s Conditional Use approval included several conditions including one that must be met on or before an occupancy permit is issued:

“On or before the applicant secures an occupancy permit from the town of Old Orchard Beach, the applicant shall secure applicable approvals and secure the labor to apply yield pavement markings on Ocean Park Rd. in accordance with Maine Department of Transportation rules. Should Maine Department of Transportation not allow yield pavement markings, the applicant shall provide the planning department with documentation which establishes MDOT’s position, and this condition will no longer be applicable to approval of this project.”

If Council choose to deny, the specific standards not met should be identified and used as reasoning why the business license application is denied. Also, one or more of the reasons for denial in Sec. 18-35 (b) (1) – (9) should be cited. If denied, written notice of the decision must be provided to the applicant within ten days of the decision, which shall set forth the reasons for the denial.

Next Steps (If Approved)

If Council approves the Adult Use Marijuana Business License Application, the applicant can secure a State active license and any permits through code enforcement.

Approved licenses are effective for 1 year. If a license is approved the applicant must commence operation of the marijuana business within 180 days of license approval. The approved license will automatically expire if the applicants fail to commence within 180 days.

Licenses issued by Council must be renewed each year but not through the typical business license renewal process. Adult Use Marijuana licensing requires the applicant to secure Council approval through the same process associated with Council review.

Sec. 18-35. Denial; imposition of conditions for issuance.

- (a) Failure to provide any of the information required by section 18-33 to the license administrator in a timely manner shall be cause for a denial of a license application.
- (b) The town council shall consider information provided by the applicant or received from the administrative board convened per section 18-38 or 18-39, the building inspector, the electrical inspector, the town manager, the police chief, the fire chief or any other municipal employee or the general public in determining whether to issue, issue subject to conditions, or deny any license requested. The town council may deny a license application if it finds that:
 - (1) The applicant does not have the legal right to occupy the premises for which the license is sought;
 - (2) Required state or local permits have not been obtained or applied for;
 - (3) The business or activity is not or the premises are not in compliance with other local ordinances;
 - (4) Any public health, safety or welfare problems which occurred in the operation of the business or activity or a similar business or activity on the premises during the immediately preceding year were not satisfactorily resolved and are likely to recur;
 - (5) The applicant for the license has, during the immediately preceding year, committed or permitted, in the course of conducting a business or activity subject to this article, an act or omission which constitutes a violation of this article as defined in section 18-28 or 18-39;
 - (6) The applicant is delinquent in paying any personal property tax assessed by the town, unless there is pending at the time of application for the license a request for abatement of the tax or an appeal of the tax assessment;
 - (7) The licensed location has had three or more documented and relevant disturbances as verified by the police chief within the previous licensing period, which documentation shall be provided to the license administrator by the police department;
 - (8) The applicant owes any fine, penalty or judgment to the town as a result of any violation of this article and the fine, penalty or judgment, with any accrued interest, has not been paid in full. Notwithstanding anything to the contrary in 1 M.R.S.A. § 18-3202, this subsection applies to actions and proceedings pending on the effective date of the Ordinance of April 15, 1997; or
 - (9) The applicant owes any amount to the Town of Old Orchard Beach for services rendered by the town or by town employees to the applicant or the applicant's property, is in default on any performance guarantee or contractual obligation to the town, or is otherwise delinquent in any financial obligation to the town, including real property taxes.
- (c) The town council may also impose conditions on the operation of any licensed business or activity, such as restrictions on the hours of operation, a requirement of trash removal at specified intervals, or implementation of particular forms of crowd control, where the public interest so requires.
- (d) When the town council denies a license, written notice of the decision shall be provided to the applicant within ten days thereof, which shall set forth the reasons for the denial. The licensee shall receive written notice in the same manner of any conditions imposed upon the license whenever conditions are imposed, and the license administrator shall note such conditions on the license records maintained by the license administrator.

AGENDA ITEM #8818

Discussion with Action: Accept a donation in the amount of \$5,000 from William Marshall for the installation of new light fixtures in the Veteran's Memorial Park.

Chair: Shawn O'Neill

AGENDA ITEM #8819

Discussion with Action: Appoint Zachary Heffernan, Code Enforcement Office/Deputy Assessor, as the Business License Administrator.

Chair: Shawn O'Neill

AGENDA ITEM #8820

Discussion with Action: Confirm the appointment of Brynn Patenaude as Treasurer-Finance Director, with a two-year contract effective August 4, 2025 through August 3, 2027, and an annual salary of \$96,315.44 through June 30, 2026, and thereafter, may be increased according to the annual non-union wage adjustments.

Chair: Shawn O'Neill

EMPLOYMENT CONTRACT

This AGREEMENT is made as of August 4, 2025, between the **Town of Old Orchard Beach, Maine** (OOB) and **Brynn Patenaude** (Employee).

WHEREAS, OOB desires to avail itself of the services of Employee and Employee desires to make his services available to Old Orchard Beach upon the terms and conditions hereinafter set forth;

NOW, THEREFORE, in consideration of the agreements herein contained, OOB and Employee (the parties) hereto agree as follows:

1. EMPLOYMENT SERVICES

- (a) Duties: Employee hereby agrees to fulfill the responsibilities of Treasurer/Finance Director as set forth in the ordinances, Town Charter Sec. 507. and policies and procedures of OOB and to perform such other Treasurer/Finance Director related duties as the Town Manager may assign to the Employee.
- (b) Loyalty: Employee further agrees to use best efforts during the performance of services described in Section 1(a) to promote the interests of OOB and to devote herself on a full-time basis to the business and affairs of OOB during the term of this Contract.

2. TERM OF EMPLOYMENT

- (a) Contract Term: Upon confirmation by the OOB Town Council this Contract shall be in effect for a two-year period that shall commence on August 4, 2025, and terminates on August 3, 2027, unless said Contract is terminated under conditions defined in Section 2.
- (b) Termination of Contract: This Contract shall terminate (i) upon death of Employee or (ii) by OOB for cause after notice and hearing in accordance with OOB Charter or (iii) by Employee for any reason by written notice.

4. NOTICE TO TERMINATE

- (a) Notice by Employee: The Employee shall give written notice to OOB at least thirty (30) calendar days prior to the termination of this contract.
- (b) Notice by OOB: OOB shall give written notice to Employee at least sixty (60) calendar days prior to the termination of this Contract unless said contract is terminated under conditions defined in Section 2.

5. CONTRACT RENEWAL

- (a) Non-Renewal: At the end of the Contract term specified in Section 3(a), OOB may elect not to renew this Contract. OOB may take such election for any reason, with or without cause, and Employee shall not be entitled to any hearing on such election not to renew the Contract.
- (b) Notice of Non-Renewal: OOB, acting by and through the Town Manager, shall give written notice to Employee sixty (60) calendar days prior to August 3, 2027, if OOB intends NOT to renew this Contract.

6. COMPENSATION

- (a) Rate of Compensation: As compensation for services hereunder during the term of this Contract, OOB shall pay Employee an annual salary of \$96,315.44 , (50.06 hourly), through June 30, 2026, and thereafter, may be increased according to the annual non-union wage adjustments or as authorized by the Town Manager and Town Council.
- (b) Retirement: OOB will contribute five percent (5%) of the Employee's salary annually ICMA-RC or the Employee may participate in the Maine Public Employees Retirement System.
- (c) Benefits: Holidays, sick days and other fringe benefits including health insurance will be provided to the Employee by the OOB in accordance with the schedule of benefits outlined in the OOB Personnel Policy.
- (d) Vacation Days and Sick Leave: The Town shall provide the employee vacation days and sick leave according to the Old Orchard Beach Personnel Policy.

7. REIMBURSEMENT OF EXPENSES

- (a) Travel: The Employee shall be reimbursed for reasonable travel expenses for travel approved in advance by the Town Manager, properly accounted for, and incurred in connection with services provided to OOB pursuant to and during the term of this Contract. (The mileage reimbursement rate is set by Charter.)
- (b) Professional Licenses and Continuing Education Credits (CEU): The Employee shall be entitled to be reimbursed for Professional Licenses expense for the State of Maine, and for reimbursement for professional seminars upon approval of the Town Manager.

8. EVALUATION

- (a) Evaluation Schedule: Employee shall be evaluated by the Town Manager annually.

9. ASSIGNMENT

This Contract is a personal contract and, except as specifically set forth herein, the rights and interests of Employee herein may not be sold, transferred, assigned, pledged or hypothecated. In the event of any attempted assignment or transfer of rights hereunder contrary to the provisions hereof, OOB shall have no further liability for payments hereunder.

10. GOVERNING LAWS

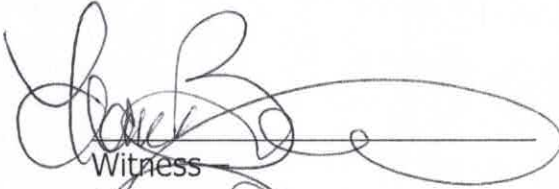
This Contract contains the entire agreement between OOB and the Employee and shall be governed by the laws of the State of Maine. It may not be changed orally, but only by agreement in writing signed by OOB and the Employee.


11. PRIOR AGREEMENTS

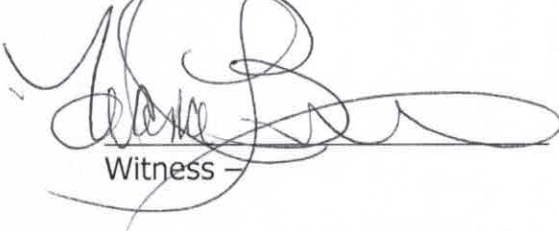
This agreement supersedes and terminates all prior agreements, verbal or written, between OOB and Employee relating to the subject matter herein addressed.

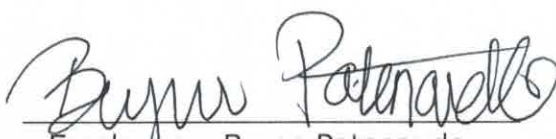
IN WITNESS WHEREOF, OOB has by its appropriate officer signed this Contract, and the Employee has signed this Agreement as of the day and year first above written.

TOWN OF OLD ORCHARD BEACH


Witness

By: 
Diana Asanza, Town Manager


Witness

By: 
Employee – Brynn Patenaude

Date: 8/1/25

AGENDA ITEM #8821

Discussion with Action: To authorize the Town Manager to enter into an agreement with Atlantic Valuation Service, Scarborough, ME to supply assessing services to the Town, for the FY 26 Tax Commitment at an amount not to exceed \$10,000 from account number 20106-50300, Assessing Professional Services with a balance of \$76,500.00.

Chair: Shawn O'Neill

Atlantic Valuation Service

210 Beech Ridge Road
Scarborough, ME04074
207-317-1588

To: Diana Asanza, Manager, Town of Old Orchard Beach
Re: Agreement to supply assessing services to the Town of Old Orchard Beach
Date: 25.0730

Atlantic Valuation Service (AVS) agrees to-

- Act as an Assessor's Agent for the Town under Title 36 of the Maine Statutes for the 2025-2026 tax commitment, including...
 - Create LD 1 calculation, if needed, for York County
 - Review real estate valuations for consistency
 - Review mapping updates provided to the Town's mapping contractor
 - Review exemption applications entered by Town staff
 - Review current use applications
 - Review property tax deferral applications
 - Calculate TIF valuation and revenues
 - Review personal property BETE applications
 - Complete the annual Municipal Valuation Return in cooperation with the Town Management
 - Assist in drafting commitment papers
 - Compile Vision Y2K file export for import into Munis by Finance Department
 - Draft state reporting: Municipal Valuation Return, "Turn Around" document, ratio certification, current use report
- Maintain Certified Maine Assessor certifications
- Act as an insured independent contractor
- Meet with the Council & Manager on an as-needed basis
- Foster a team approach with all Town Hall staff
- Provide the said service for the sum not to exceed \$10,000, to be completed by September 30, 2025

The Town of XXX agrees to-

- Supply staff support to manage deeds, personal property, records filing, exemptions, customer service, taxpayer inquiries
- Supply computer equipment/software/remote server access
- Supply data and IT assistance as requested by AVS
- Compensate AVS for billed amounts within 30 days of receipt of billing
- Hold AVS and its agents harmless in due exercise of Maine Property Tax practice

Other Terms

- Either party may cancel the agreement with 30 days written notice.


Robert A. Konczal, CMAA #521 AVS (date)

Diana Asanza, Town of Old Orchard Beach (date)

AGENDA ITEM #8822

Discussion with Action: Approve the quote from A.C. Electric Corp. in the amount of \$42,574.38 for the repair of pumps # 1 and #2 at the West Grand Pump Station from account #30181-50551 Sewer Reserve Operating Equipment with a balance of \$1,082,359.69.

Chair: Shawn O'Neill

Council Information

Department: Wastewater

Meeting date: August 5, 2025

Subject: Repair of pump #1 and #2 at West Grand pump station.

Commentary: In late June pump #1 exhibited an alarm for a seal leak. Staff drained and refilled the oil in hopes that the problem would be fixed. After the alarm appeared again the pump was sent out for repair. Shortly after that pump #2 exhibited the same alarm. Pump #2 is currently being evaluated. It is expected to incur the same repair costs as pump #1.

Recommendation: Approve the repair of pump #1 at a cost of \$21,287.19.

Approve the repair of pump #2 at a cost of \$21,287.19.

Discussion with action:

Respectively submitted by,

Christopher White

Wastewater Superintendent

A.C. Electric Corp.
P.O. Box 1508

Auburn, ME 04211-1508

Phone: 207/784-7341 Fax: 207/782-6759



INVOICE

Invoice #	0076546
Date	07/28/25
Page #	1

Bill To:	OLD500 OLD ORCHARD BEACH WASTE WATER CWHITE@OOBMAINE.COM 24 MANOR RD OCEAN PARK, ME 04063	Ship To:	OLD ORCHARD BEACH WASTE WATE CWHITE@OOBMAINE.COM 24 MANOR RD OCEAN PARK, ME 04063
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Order #	Order Date	Customer	Sls	Customer P/O#	Ship Date	Terms
J158866	07/15/25	OLD500	AC1	VERBAL JASON	07/25/25	NET 30 DAYS
P/O Release#				Ship Via	AC TRUCK	Miscellaneous

Order	Ship	B/O	Item #/Description	Unit Price	Extended
			NAMEPLATE DATA: PHASE:3, HORSEPOWER:75, POLES:6, VOLTAGE:460, FRAME:360T, AMPS:95.7, HERTZ:60, S.F.:1.15, DESGN CODE:B, MODEL:U100D236602V1H31A, MFG:FAIRBANKS MORSE, SERIAL #:1948340, EXP GROUP:C D, EXP CLASS:CLASS 1 DIV1, KVA CODE:J, INSUL CLAS:H, AMB TEMP:40, RPM:1183 AC ELECTRIC RUSH OVERHAULED YOUR 75HP PUMP TO AC SPEC. DISASSEMBLE, CLEAN AND INSPECT, CHECK ALL BEARING FTIS FOR TOLERANCE, MACHINE HOUSING SE, DYNAMICALLY BALANCE ROTOR, REPLACE ALL BEARINGS, REPLACE ALL MECH SEALS, REPLACE ALL O-RINGS, REPLACE ALL GASKETS, REPLACE ALL BEARINGS, REASSEMBLE AND RECERTIFY UL, PERFORM ALL FINAL TESTING. REPAIR COST MATERIAL RUSH SERVICE		8,702.00 7,143.00 4,441.00

All sales of goods and services subject to A.C. Electric's Standard Terms and Conditions

Sales Amount	20,286.00
Discount	.00
Sales Tax	.00
Freight	1,001.19
Total Due	21,287.19

Customer Copy

A.C. Electric Corp.
Bangor Shop
PO Box 1508
Auburn ME 04211-1508
Phone: 207/945-9487 Fax: 207/945-0114



Mail Repair Estimate To:

Job: 158866 **Department:** 10 **Job Desc:** 3|75|6|460|360T|95.7|60|
AUBURN MOTOR SHOP **Type:** P3 PUMP (OVER HAUL)
Cust #: OLD500 **Ship To #:** 000099 **Job Rcvd**
OLD ORCHARD BEACH WASTE WATER OLD ORCHARD BEACH WASTE WATER 07/15/25
CWHITE@OOBMAINE.COM CWHITE@OOBMAINE.COM
24 MANOR RD 24 MANOR RD
OCEAN PARK, ME 04063 OCEAN PARK, ME 04063

Cust P.O.#	P.O. Rel#	Misc #	Terms Cd	Slm
			NET 30 DAYS	AC1

Nameplate Data:

PHASE:3, HORSEPOWER:75, POLES:6, VOLTAGE:460, FRAME:360T, AMPS:95.7, HERTZ:60,
S.F.:1.15, DESGN CODE:B, MODEL:U100D236602V1H31A, MFG:FAIRBANKS MORSE, SERIAL
#:1948340, EXP GROUP:C D, EXP CLASS:CLASS 1 DIV1, KVA CODE:J, INSUL CLAS:H, AMB
TEMP:40, RPM:1183

Special Instructions:

Description	Price
-------------	-------

AC Electric will rush overhaul your 75hp
pump to AC spec.

Work scope:

Disassemble, clean and inspect, check
all bearing ftis for tolerance,
machine housing SE, dynamically balance
rotor, replace all bearings,
replace all mech seals, replace all
O-rings, replace all gaskets,
replace all bearings, reassemble and
recertify UL, perform all final testing.

Repair cost	8,702.00
Parts	7,143.00
Rush service	4,441.00

Delivery by 7/24

Continued

A.C. Electric Corp.
Bangor Shop
PO Box 1508
Auburn ME 04211-1508
Phone: 207/945-9487 Fax: 207/945-0114



Mail Repair Estimate To:

Job: 158866 **Department:** 10 **Job Desc:** 3|75|6|460|360T|95.7|60|
AUBURN MOTOR SHOP **Type:** P3 PUMP (OVER HAUL)
Cust #: OLD500 **Ship To #:** 000099 **Job Rcvd**
OLD ORCHARD BEACH WASTE WATER OLD ORCHARD BEACH WASTE WATER 07/15/25
CWHITE@OOBMAINE.COM CWHITE@OOBMAINE.COM
24 MANOR RD 24 MANOR RD
OCEAN PARK, ME 04063 OCEAN PARK, ME 04063

Cust P.O.#	P.O. Rel#	Misc #	Terms Cd	Slm
			NET 30 DAYS	AC1

Total: 20,286.00

Repair estimate valid for 15 calendar days
from the above date.

Plus Freight, Tariffs, Duties
and Sales Taxes, If Applicable.

By: _____ **Date:** _____
Based Upon Our Standard Terms And Conditions.

AGENDA ITEM #8823

Discussion with Action: Approve the quote from Vortex Services in the amount of \$87,350.00 to repair the Mullen Avenue outfall and mark all outfalls from account #50002-50831 Stormwater Maintenance and Improvement CIP with a balance of \$570,127.35.

Chair: Shawn O'Neill

PURCHASE ORDER REQUEST FORM

Date: 7/31/25

Department: Public Works

Vendor #: 7071 (is vendor active in Munis? If not a vendor packet needs to be completed prior to requesting PO)

Vendor Name: Vortex Services

Account (Org/Obj): 50002-50831

Current Account Balance: \$570,127.35

Amount Requested: \$ 87,350.00

- Copies of quotes if required, are they attached? Yes ☐ No ☐
- Copies of bids if required, are they attached? Yes ☐ No ☐
- Items to purchase \$5000 and over approved by Council? Yes ☐ No ☐
 - Agenda Item # _____
 - Date approved _____

General Description: Repair Fourth Ave Outfall

Estimate, Quote or Itemized list included (enter items on attached table): Yes ☒ No ☐

- Quantity
- Cost for each
- Description of item
- Freight charge

Department Head Signature

Date _____

VORTEX

services

To:	Town of Old Orchard Beach, ME	Contact:	Dave Pinkham
Address:	1 Portland Ave Old Orchard Beach, ME 04064	Phone:	
Project Name:	ME - Old Orchard Beach - Outfall Repair/Modification/Mark Pipes	Email:	dpinkham@oobmaine.com
Project Location:	Old Orchard Beach, ME	Bid Number:	2428020-1
		Bid Date:	7/25/2025

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
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A. Outfall Repair

1	Mullen Avenue Outfall Repair/Modify Mobilization, Tools, Equipment, Materials	1.00	LS	\$15,250.00	\$15,250.00
2	Mullen Avenue Outfall Repair/Modify Outfall	3.00	DY	\$13,500.00	\$40,500.00
Total Price for above A. Outfall Repair Items:					\$55,750.00

B. Outfall Buoy/Marking System

3	Mullen, Fourth Avenue, And Brown St Outfall Bouy, Marking System Mobilization, Tools, Equipment, Materials	1.00	LS	\$6,000.00	\$6,000.00
4	Mullen, Fourth Avenue, And Brown St Outfall Marking/Buoy System	2.00	DY	\$12,800.00	\$25,600.00
Total Price for above B. Outfall Buoy/Marking System Items:					\$31,600.00

Total Bid Price: \$87,350.00

Notes:

- All maintenance of traffic (MOT) and / or traffic control will be provided by Others.
- Proposal includes standard signs and cones. Any additional maintenance of traffic (MOT) needed will be provided by Others.
- If necessary, Owner will provide Permits & Fees. Vortex will provide our standard insurance coverage. OCP or railroad insurance & or longshoreman insurance is not included.
- Mechanical Cleaning / Tuberculation removal not included in bid proposal.
- If bond is needed please add 1.5%.
- Our Bid Proposal is valid for 30 days from the bid date.
- Site Restoration will be performed by Others.
- This is a unit priced contract and the actual billing will be based on durations.
- Standard wages are included. Therefore, Prevailing wages and or Union Wage Rates are not included in this bid proposal.
- Our bid proposal as submitted reflects the current material pricing established on or before the bid date listed within our proposal. In the event of unforeseen price increases of our raw materials, Vortex reserves the right to adjust our unit rate or overall bid proposal accordingly to account for such price increases.
- Payment terms: Net 30 days. Interest will be added to balances outstanding after 30 days
- 0% Material Sales Tax is included in our bid proposal.
- Vortex's bid proposal shall be incorporated into the subcontract agreements. Vortex will initiate this project upon an agreement or receipt of a subcontract or purchase order. Copies of payment and performance bonds must be provided to Vortex.

50002-50831

AGENDA ITEM #8824

Discussion with Action: Approve the quote from Beauregard Equipment in the amount of \$10,900.30 to repair the New Holland beach rake from account #20151-50452 Public Works Operating Equipment Repair Expense with a balance of \$196,831.70.

Chair: Shawn O'Neill

PURCHASE ORDER REQUEST FORM

Date: 7/14/25

Department: Public Works

Vendor #: 2040 (is vendor active in Munis? If not a vendor packet needs to be completed prior to requesting PO)

Vendor Name: Beauregard

Account (Org/Obj): 20151-50452

Current Account Balance: \$200,000.00

Amount Requested: \$ 10,900.30

- Copies of quotes if required, are they attached? Yes ☐ No ☐
- Copies of bids if required, are they attached? Yes ☐ No ☐
- Items to purchase \$5000 and over approved by Council? Yes ☐ No ☐
 - Agenda Item # _____
 - Date approved _____

General Description: Repair New Holland-Beach Rake

Estimate, Quote or Itemized list included (enter items on attached table): Yes ☒ No ☐

- Quantity
- Cost for each
- Description of item
- Freight charge

David B. Smith

Department Head Signature

7/14/2025

Date _____



VERMONT/NEW YORK
28 Jasper Mine Road
Colchester, VT 05446
PH (802) 893-1555

NEW HAMPSHIRE
231 Sheep Davis Road
Concord, NH 03301
PH (603) 225-6621

MAINE
14 Gibson Road
Scarborough, ME 04074
PH (207) 885-0600

MAINE
59 Contractor Drive
Hermion, ME 04401
PH (207) 848-2050

MAINE
260 Missile Street
Presque Isle, ME 04769
PH (207) 498-3196

MAINE
3 Knox Ridge S.
Knox, ME 04986
PH (207) 568-3245

www.beauregardequip.com

SOLD TO Delivery Method: Email
00330P TOWN OF OLD ORCHARD BEACH
FINANCE OFFICE
1 PORTLAND AVE
OLD ORCHARD BEACH, ME 04064

SHIP TO
OLD ORCHARD BEACH HIGHWAY
103 SMITH WHEEL RD
OLD ORCHARD BCH, ME 04064

NEW HOLL POWERSTAR 100 19 SN: ELRT5100CKLE50422 HR 0 W:06
Sold By: SN PO #: Date 7/09/25 QUOTE #### OS11543
Ship By: Tax #: MUNICIPALITY 16:15:37 PRT: 2 Open

Tax	D	Qty	Description	Price	Amount
MEMO					
COMPLAINT - REPLACE MECHANICAL CLUTCH & SHUTTLE CLUTCHES					
QUOTE TO REMOVE CAB, SPLIT TRACTOR AND REPLACE CLUTCHES					
***THIS QUOTE DOES NOT COVER ANY UNKNOWN ISSUES THAT MAY BE					
DISCOVERED DURING REPAIRS. ADDITIONAL REPAIRS WILL BE					
REVIEWED WITH THE CUSTOMER FOR APPROVAL.***					
CASE SHOP PARTS					
N		1	CAS 84393159	FLYWHEEL E	515.10
NN		1	CAS 87686924	WHEEL BOLT	5.29
NN		1	CAS 84409815	DAMPER	977.36
NN		1	CAS 47137711	CIRCLIP	22.98
NN		1	CAS 370007	RING SNAP	12.60
NN		2	NH 5175983	SEAL RING E2-D2	27.05
NN		2	CAS 84327522	SPACER	31.75
NN		1	CAS 47372910	GEAR	158.15
NN		1	CAS 5194535	BEARING NE	53.17
NN		1	CAS 87325224	PLATE	154.02
NN		5	CAS 81878948	SPRING	17.59
NN		2	CAS 87325222	DISC CLUTC	44.73
NN		2	CAS 87325221	DISC CLUTC	40.52
NN		2	CAS 81865152	SEAL	51.28
NN		1	CAS 47371383	HUB	306.92
NN		1	CAS 87683300	CLUTCH PACK	164.37
NN		14	CAS 5194761	WASHER	37.96
NN		2	CAS 47137663	RING PISTO	44.73
NN		2	CAS 5162398	SEAL RING	39.96
NN		2	CAS 47372916	PISTON	114.39
NN		2	CAS 87325221	DISC CLUTC	40.52
NN		2	CAS 87325222	DISC CLUTC	44.73
NN		5	CAS 87310594	CLUTCH PLA	72.98
NN		5	CAS 81878948	SPRING	17.59
NN		1	CAS 87325224	PLATE	154.02
NN		1	CAS 47137711	CIRCLIP	22.98
NN		1	CAS 20915780	BEARING BA	25.53
NN		1	CAS 5172775	RING	103.63
NN		1	CAS 84327528	NUT RING	40.63
NN		1	CAS 84327510	SPACER	21.31
NN		2	CAS 81865152	SEAL	51.28
NN		1	NH 370006	SNAP RING FILE0232	6.65

No Interest! No Payments for 90 days! Just buy over \$500 worth of Case or New Holland parts and service. Using your CNH CAPITAL ACCOUNT.
Returned parts must be accompanied by original sales slip, but will not be accepted for credit without permission of BEAUREGARD EQUIPMENT. All returned parts must be in original packaging.
Parts returned for credit will be subject to a minimum handling charge of 30% of the invoice price of the goods returned. A minimum \$20.00 amount is required per returned item.
All parts non-returnable to the manufacturer are non-returnable to BEAUREGARD EQUIPMENT. ELECTRICAL PARTS ARE NON-RETURNABLE. Parts must be returned within 30 days.



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Concord, NH 03301
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14 Gibson Road
Scarborough, ME 04074
PH (207) 885-0600

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SHIP TO
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OLD ORCHARD BCH, ME 04064

NEW HOLL POWERSTAR 100 19 SN: ELRT5100CKLE50422 HR 0 W:06
Sold By: SN PO #: Date 7/09/25 #### QUOTE #### OS11543
Ship By: Tax #: MUNICIPALITY 16:15:37 PRT: 2 Open

Tax	D	Qty	Description	Price	Amount
N		1	CAS 70073647	97.47	97.47
			BEARING BA		
			** TOTAL CASE SHOP PARTS		4976.30
			LABOR		
			Total Hours: 38.00		
			** TOTAL LABOR		5624.00
			SHOP SUPPLIES		
N			SHOP SUPPLIES & INCIDENTALS		300.00

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Parts returned for credit will be subject to a minimum handling charge of 30% of the invoice price of the goods returned. A minimum \$20.00 amount is required per returned item.
All parts non-returnable to the manufacturer are non-returnable to BEAUREGARD EQUIPMENT. ELECTRICAL PARTS ARE NON-RETURNABLE. Parts must be returned within 30 days.

** SUBTOTAL 10900.30

X Charge Sale

Phone: (207) 937-5605

Page 2 Last Page

PAY THIS
AMOUNT

\$10900.30

AGENDA ITEM #8825

Discussion with Action: Approve the quote from Municipal Pest Management Services in the amount of \$15,490 for annual weed control service on all public sidewalks, from account #20151-50511 Public Works Ground Maintenance/Improvements Expense with a balance of \$67,887.30.

Chair: Shawn O'Neill

PURCHASE ORDER REQUEST FORM

Date: 7/14/2025

Department: Public Works

Vendor #: 2762 (is vendor active in Munis? If not a vendor packet needs to be completed prior to requesting PO)

Vendor Name: Municipal Pest Management Services

Account (Org/Obj): 20151-50511

Current Account Balance: \$ 91,800.00

Amount Requested: \$ 15,490.00

- Copies of quotes if required, are they attached? Yes ☐ No ☐
- Copies of bids if required, are they attached? Yes ☐ No ☐
- Items to purchase \$5000 and over approved by Council? Yes ☐ No ☐
 - Agenda Item # _____
 - Date approved _____

General Description: Old Orchard Beach Pavement Weed
Control - pre-emergent Herbicide Application

Estimate, Quote or Itemized list included (enter items on attached table): Yes ☒ No ☐

- Quantity
- Cost for each
- Description of item
- Freight charge



Department Head Signature

7/14/2025

Date

Old Orchard Beach Sidewalk Weed Control Program 2025

Description

Contract

Street Listing

Street Map

Public Notification

Pavement Crack and Crevice Filling

SWEEP Program



CONTRACT

Municipal Pest Management Services, Inc.
21 River Rd
Newington, NH 03801
Telephone 603/431-0008
E-mail: swampfixer@swamp-inc.com

Date: June 12, 2025

Job Name: 2024 Old Orchard Beach pavement weed control program

Contract Submitted To: Dave Pinkham, Public Works Director

Contract Submitted By: Michael Morrison, B.S Entomology/ Owner

We hereby submit specifications for:

Completing a single pre- emergent herbicide (Esplanade 200SC) application within the Town of Old Orchard Beach, Maine. The application will be to pavement cracks and crevices to prevent weed emergence. For the remainder of the season. The application will be completed in June/ July 2024 weather prmitting. Designated pavement areas include sidewalks, traffic islands, medians, walkways, curbing, parking lots and city facilities. A list of areas to be completed is included with this contract. The pre- emergent application will be completed at \$10,990.00.

Completing secondary weed (mop up) control applications during the months of July, August and September of 2025. Each monthly secondary application will be completed \$1,500.00 per month.

We propose hereby to furnish material and labor- complete with accordance with above specifications, for the sum of:

Fifteen thousand four hundred ninety and 00/100 (\$15,490.00)

Payment to be made as follows:

Payment 1: \$10,990.00 due by July 30, 2025

Payment 2: \$4,500.00 due by September 30, 2025

All work to be completed in a workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Municipal Pest Management Services, Inc. to carry pesticide liability, commercial vehicle and state unemployment insurance. All workers to be covered by workman compensation insurance.

Authorized Signature Michael Morrison Date: June 12, 2025

Contract Acceptance: The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to the work as specified. Payment to be made as outlined above.

Signature Dave Pinkham Date 7/14/2025

OLD ORCHARD BEACH

Priority Streets (13)

Atlantic Avenue

E. Emerson Cummings Road

Grand Avenue

Heath Street

Imperial Street

Jameson Hill Road

Milliken Street

Old Orchard Street

Portland Avenue (Orch Terr. to Old Orch St)

Saco Avenue (Old Orchard St to 195)

Temple Avenue

Union Avenue

Washington Street

Secondary Streets (44)

Adelaide Road

Ancona Avenue

Avon Avenue

Bay Avenue

Brison Street

Brown Street

Camp Comfort Avenue

Carleton Avenue

Cedar Street

Central Avenue

Cleaves Street

Colby Avenue

Cottage Street

Dube Street

Evergreen Street

Fern Avenue

Fifteenth Street

First Street

Forest Avenue

Forthill Avenue

Fountain Street

Harrisburg Street

Highland Avenue

Hillcrest Avenue

Kinney Avenue

Lawn Avenue

Longwood Avenue

Myrtle Street

Ocean Avenue

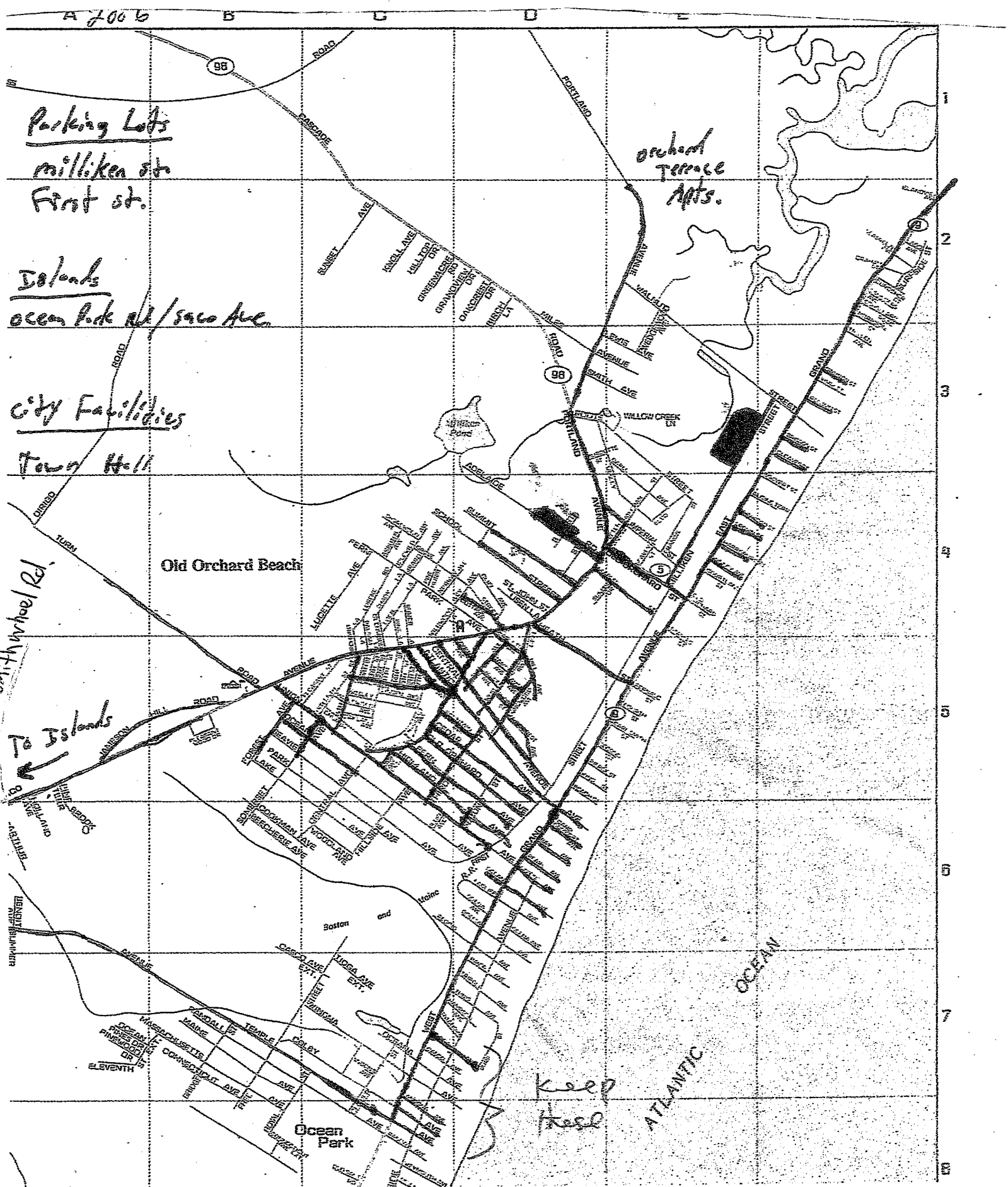
Old Orchard Avenue

Pearl Avenue

Pine Street

Roussin Street

School Street



Parking Lots
milliken st
First st.

Islands
ocean park rd/saco Ave.

City Facilities
Town Hall

To Islands
Smithwheel Rd.

orchard terrace Apts.

Keep these

Old Orchard Beach

Ocean Park

ATLANTIC OCEAN

Old Orchard Beach Department of Public Works
2024 Notification of Weed Prevention on Pavements and Sidewalks

As part of our program to control vegetation emerging from pavements and sidewalks, the Town of Old Orchard Beach DPW will be completing pavement crack and crevice herbicide applications this season. An initial herbicide (Esplanade 200SC) application will be applied in June. Secondary applications will be made as needed till the end of September. A state certified licensed contractor will complete the work. Target areas include municipal sidewalks, walkways and parking lots. Herbicides to be utilized include Reward Herbicide, Esplanade 200 SC and an organic herbicide, Finalsant Herbicidal Soap.

The town will be starting a SWEEP (Sustainable Weed Control on Pavements) Program. SWEEP emphasizes weed prevention to reduce herbicide usage. SWEEP will include pavement crack and crevice filling, sand removal and hand picking larger weeds. Further information can be obtained from Municipal Pest Management Services, Inc. (603-431-0008 or swampfixer@swamp-inc.com).

Michael Morrison, Entomologist

Pavement Crack and Crevice Filling

A Weed Control Strategy

Tasks:

1. Sweep or hand remove large debris and sediment off pavement surface
2. Use hand tools to remove loose pieces of pavement and existing weeds from cracks
3. Air blow cracks and crevices and pavement surfaces
4. Apply polymeric sand to cracks and crevices by hand
5. Pick color that matches adjacent pavement
6. For deeper cracks, apply a base of sand/ sea shell mix and then apply polymeric sand over
7. Smooth over polymeric sand to conform to cracks and surfaces
8. Water sand several times. Allow sand to dry for fifteen minutes after each watering
9. Allow eight hours for sand hardening

Cost

- Cracks and crevices vary considerably in depth, width and length so linear foot pricing is not practical.
- Costs is based upon labor, materials, transportation and insurances. Our staff is experienced and can evaluate designated areas and provide an accurate cost proposal.
- As you can see from tasks 1-6, the crack and crevice filling process is very labor intensive. At least two laborers are required at each site.
- I propose a cost of \$1.00 per pound for the polymeric sand.

Long term cost benefits

- Herbicides are typically applied to control pavement weeds between four and seven times per year depending on the type of herbicide. Over a five year period that would be twenty to twenty- five applications. Crack and crevice fillers are expected to last at least 10 years. With annual “touch ups”, the filler will last indefinitely. The polymeric sand dries to a very hard surface and actually prevents water infiltration. The labor hours required to continually apply herbicides far outweighs the labor hours required to apply the crack and crevice fillers.
- Crack “sealing” doesn’t fill crack and crevices completely or last as long as “crack fillers”. Sealers do not control weeds.
- Crack and crevice fillers prevent water infiltration into the subgrade of pavements. This extends the life of pavements by preventing freezing and thawing damage.
- “Touch up” filling applications are easily completed annually. This extends the life of previously filled areas indefinitely.

Summary

- Crack and crevice filling is a sustainable, long term tool in an existing weed control program. As each year passes, there are fewer areas requiring herbicide treatment or physical removal.
- Our staff relies on various factors to provide accurate cost. These factors include length, width and depth of cracks and crevices, type of pavements, existing weed populations, amount of labor hours to complete the tasks and the amount of polymeric sand required.
- Treatments can be done from April through December. Longer if there is no snow or ice present. April and May are good months to complete crack filling since there are no weeds present yet. October to mid December are good months also since weeds are dead.

Michael Morrison, Entomologist/ Owner
Municipal Pest Management Services, Inc.
Cell 603-231-1271

Municipal Pest Management Services, Inc.

21 River Road
Newington, NH 03801
Telephone 603-431-0008

Prevent Sidewalk Weeds Before They Become A Problem Bring a SWEEP Program to Your Community

What is a SWEEP Program?

- SWEEP is an acronym for “Sustainable *Weed* Control on *Pavements*”
- Pavement weeds include curbing, sidewalks, traffic islands and parking lots
- SWEEP offers “sustainability” by emphasizing “prevention” of weeds
- SWEEP Integrates various weed control strategies and tools with emphasis on long term “sustainability”
- SWEEP was developed in the Netherlands and used in their municipalities since 2002
- SWEEP is environmentally sound and scientifically- based.
- SWEEP reduces or eliminates herbicide usage over time
- Sweep Programs are customized for each municipality and depend upon budget, pavement types and weed species.

How does SWEEP work?

- A pre- emergent spray is applied to pavement cracks and crevices prior to weed emergence in May. The spray is water- based and dries in minutes. Once dry, seedling emergence is prevented for the remainder of the growing season. No dead unsightly weeds. No stains or smells. No Roundup. An extremely low amount of spray required.
- Pavement crack and crevice filler (polymeric sand) is applied anytime between April – December. The filler dries in hours and forms a hardened seal. Weeds are prevented for many years.
- Manual removal of existing and dead weeds- June- October. Taller weeds are eliminated and this is a good technique for use in sensitive areas such as near water or near desirable plants.
- Manual removal of sand/ soil from pavements surfaces is completed anytime between April- December. Sand from road salt applications and soil erosion from adjacent areas can result in soil for weed development on pavements. Typically, soil is removed from areas where street sweeping doesn’t work.
- Organic Herbicidal Soap (Finalsan) is applied to spot weeds (if needed) June- September. Finalsan eliminates young weeds and is a great tool for spot weed control. Finalsan is cost prohibitive for use on a large scale but if used properly can be an effective tool.

Michael Morrison, Entomologist/ President
Municipal Pest Management Services, Inc.
February 2025
Cell 603-231-1271
Email: mummichog@comcast.net

AGENDA ITEM #8826

Discussion with Action: Amend Appendix A—Schedule of License, Permit and Application Fees, by adding a \$50 application fee for Qualified Catering Permit.

Chair: Shawn O'Neill

APPENDIX A

SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES¹

- (a) All fees and charges required by ordinances or policies of the Town of Old Orchard Beach for permits, licenses, approvals and applications therefor, and all fees and charges collected by the Town of Old Orchard Beach where state law authorizes or requires the town to set the amounts of such fees and charges, shall hereafter be established by the town council by order as the schedule of license, permit and application fees.
- (b) All existing ordinances and policies of the Town of Old Orchard Beach are amended by deleting the specific amounts of any fees required in such ordinances or policies and substituting therefor the words: "as specified in the schedule of license, permit and application fees established by the town council."
- (c) The town clerk is directed to make the changes in the texts of existing ordinances and policies necessary to implement this appendix.
- (d) In the event any fees or charges in effect on the date of enactment of this appendix are inadvertently omitted from the initial schedule of license, permit and application fees established upon enactment of this ordinance, such fees and charges shall remain in effect and the town clerk is directed to include them in the schedule of license, permit and application fees whenever such omission is discovered.
- (e) The Council may by order establish any new fees or charges which the council deems necessary or appropriate to defray the costs of operating programs, delivering services or administering any ordinances or policies. The town clerk shall include any such new fees or charges in the schedule of license, permit and application fees.
- (f) With the exception of special events permits, town and RSU 23 owned properties are exempt from the fees set forth in appendix A.

(Ord. of 4-1-2003(3), §§ 1—5; Ord. of 6-22-2011(3); Ord. of 7-22-2014(1); Ord. of 8-4-2015(2), added 8-18-2015; Ord. of 1-19-2016(2); Amd. of 6-7-2016(1); Ord. of 6-6-2017(1); Ord. of 11-16-2021(2); Ord. of 3-1-2022(2); Ord. of 11-1-2022; Ord. of 3-4-2025(1))

AMBULANCE BILLING FEES	(Amended by adding 1/20/04)
BLS Transport, Code A0429	\$860.00
ALS 1 Transport, Code A0427	\$950.00
ALS 2 Transport, Code A0433	\$1,200.00
BLS Loaded Mile, Code A0380	\$14.50
ALS Loaded Mile, Code A0390	\$14.50
Non-Transport Fee	\$50.00
Assist Private Ambulance	\$70.00
ASSESSORS OFFICE FEES	(Amended by adding 1/20/04)
Standard:	

¹Editor's note(s)—Printed herein is the town's schedule of license, permit and application fees as amended through November 1, 2022.

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Includes Property Location, MBLU, Owner, Mailing Info, Property Type and Assessed Value—Sorted by Parcel, Alpha, Street	\$100.00
Customized Lists	\$150.00
List in Label Format	\$150.00
Maps-Complete set 11x17	\$50.00
Single Maps	
Large	\$5.00
Small	\$1.00
Complete Property Record Card	
Double-sided	\$2.00
Copy of Recorded Deeds, per page	\$1.50
Historical Research, per hour	\$20.00
Historical Record Copies, per page	\$1.00
BUILDING	
Minimum Building Permit Fee	\$40.00
Re-Inspection Fee	\$75.00 per return inspection following noncompliance with a notice of violation or order to correct violations of building, plumbing or electrical code standards. (The initial follow-up inspection is at no charge). This fee also applies to permittees that arranged for an inspection on a date and time certain and are found to be incomplete and a follow-up inspection is required.
Residential Use (Single family, two-family)	
Finished space	\$10.00/\$1,000.00 of construction cost at fixed cost of \$100.00 per sq. ft.
Unfinished space such as cellar or attic with access and 6 feet or more of headroom, open decks	\$.20 per sq. ft.
Residential Garage (attached and detached)	\$.30 per sq. ft.
Sheds	\$40.00
Additions/Alterations	\$8.00 (per \$1,000.00 of construction cost)
Commercial Uses including multifamily residential and lodging uses	\$100.00
One Story Including Foundation	\$.80 per sq. ft.
Each Additional Floor	\$.40 per sq. ft.
Miscellaneous	
Boarding up of Seasonal Facilities	\$25.00
Swimming Pool	
Inground	\$25.00 plus \$.20 per square foot
Above Ground	\$25.00 plus \$.20 per square foot
Moving Buildings	\$40.00
Demolition	\$100.00
Signs	\$40.00
Mfg. Housing Unit Replacement or Entry to Park	\$40.00
Building without a permit	Double permit fee
Street Opening Fees	

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Excavation Application Fee	\$100.00
All Street Openings	\$1,000.00 (lump sum deposit)
All Sidewalk and Curbing Openings	\$500.00 (lump sum deposit)
Excavation contractor's license	\$100.00 per year (7/1 to 6/30)
ELECTRICAL PERMITS	
Minimum Electrical Permit Fee	\$35.00 Residential
	\$45.00 Commercial
Re-Inspection Fee	\$50.00 per return inspection beyond two staff inspections.
Per Square Foot (Residential)	\$0.045
Per Square Foot (Industrial, Commercial)	\$0.055
Low Voltage & Computer Networking	\$10.00 (minimum)
Boiler-Burner	\$10.00
Pumps-Circuits	\$10.00 (minimum/each)
Air Conditioners	\$10.00 (minimum)
Controls-Alarms	\$10.00 (minimum)
Transformers	\$10.00 (minimum/each)
Motors	\$10.00 (minimum/each)
Signs	\$10.00 (minimum/each)
Additional Circuits (over 110V)	\$10.00 (each)
Additional Circuits (110V or less)	\$10.00 (each)
Alterations per room	\$10.00 (each)
Temporary Services	\$10.00 (per 100 amps)
Permanent Services (up to 200 amps)	\$10.00
Permanent Services (over 200 amps)	\$10.00 (per 200 amps)
FIRE DEPARTMENT	(Amended 1/20/04)
Re-inspection fee	\$50.00 per return inspection beyond two staff inspections.
Fire/Rescue Run Report	
First Page	\$10.00
Each Additional Page	\$1.00
LICENSE ORDINANCE CATEGORIES	ALL FEES ARE PER YEAR (Amended 2/16/10)
Adult Use Marijuana Business License Application	\$500.00 (Amended by adding 11/16/21)
Adult Use Marijuana Store License	\$7,500.00 (annually) (Amended by adding 11/16/21)
Initial New Business License Application— Administrative Fee	\$500.00 (one-time fee) (Amended by adding 4/5/22)
Renewal Business License—Administrative Fee	\$250.00 (annual fee) (Amended by adding 4/5/22)
Re-inspection fee	\$60.00 per return inspection beyond two staff inspections.
Amusement arcade	\$15.00 per unit not to exceed \$300.00
Amusement park	\$30.00 per unit not to exceed \$350.00
Auto body shop	\$150.00
Automotive graveyard	\$500.00
Body piercing	
• Commercial body piercing establishment	\$100.00

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

• Commercial body piercer	\$100.00
Bowling alleys	\$150.00
Boxing and wrestling shows	\$250.00 (per show)
Campgrounds	\$75.00 plus \$2.50 p/site fee
• Recreational vehicle sales	\$75.00
Car wash	\$150.00
Child care facility and nursery	\$100.00
Coin operated amusement devices accessory to another licensed activity	\$20.00 (per unit)
Dog kennels	\$150.00
Function hall	\$150.00
Games of skill	\$100.00 per game not to exceed \$600.00
Gasoline pumps and sidewalk tanks (the maintenance and operation of sidewalk tanks and pumps for the sale and distribution of gasoline and other volatile inflammable liquids for fuel or power)	\$75.00 per pump
Ice cream trucks (per truck)	\$350.00
Innholders, lodging houses, hotels, motels, and seasonal rentals	\$25.00 per unit up to 10 units, then \$7.50 thereafter
Junk dealer/junk yards	\$150.00
Laundromat/dry cleaning establishment	\$150.00
Massage establishments	
• Therapeutic massage establishment license	\$100.00
• Massage therapist license	\$100.00
• Combined massage establishment/massage therapist license	\$150.00
Miniature golf course (indoors or outdoors)	\$150.00
Parking lots	\$300.00
Personal services	\$150.00
Rental of merchandise, including furniture and self-storage, as well as "water toys" as defined in and permitted by the Town of Old Orchard Beach, Maine ordinance regulating use of motorized and non-motorized water toys on town beach, units/compartments	\$150.00
Retail (including repair/maintenance of goods)	\$150.00
Riding stables	\$150.00
Seasonal rentals units	\$25.00 per unit first 10 units, plus \$7.50 per unit thereafter
Temporary seasonal housing—Owner-occupied single-family residence	NO FEE
Service stations (including automotive repairs, care, and fuel services)	\$150.00
Signs, erection and maintenance of signs, banners, awnings, marquees, and other temporary or permanent structures, excepting temporary or	\$75.00

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

permanent structures of public utilities corporations, on the sidewalk, roadways, and streets of said town. Permanent signs affixed to buildings or sign poles extending over the town right-of-way are exempt.	
Tattoo establishment (see ordinance regulating same)	\$150.00
Tow trucks	\$150.00
Used car lots	\$150.00
Vehicles for hire (per vehicle) (only based in OOB)	\$150.00
Vending machines	\$20.00 (per unit)
Victualers without preparation and no alcohol sales	\$150.00
Victualers without preparation with beer, wine, and/or liquor consumed on premises or take-Out	\$300.00
Victualers with preparation and no alcohol sales	\$200.00
Victualers with preparations with beer, wine, and/or liquor (consumed on premises or take-out)	\$325.00
<u>Qualified Catering Even Permit</u>	<u>\$50.00</u>
Sidewalk cafe	\$150.00 plus \$2.00 per sq. ft.
Year round rentals	\$25.00 (per unit)
MISCELLANEOUS	(Amended 1/20/04)
Auctions	\$25.00
Billboards	\$10.00 (per billboard)
Bottle Clubs	\$375.00
Car Trailers And Car Trailer Parks	\$25.00 (up to 10 house-car trailers)
Additional House-car Trailers	\$2.50 (per house-car trailer)
Community Antennae Television System	
Application	\$25.00
Demolition Material Deposited at the Old Orchard Beach Demolition Site (per load)	
Single Axle Dump Truck	\$10.00
Dual Axle Dump Truck	\$20.00
Tractor Trailer Combo	\$40.00
Per day/Week Days—1 day	\$100.00
Per day/Week Days—½ day	\$75.00
Per day/Holiday/weekends—1 day	\$150.00
Per day/Holiday/weekends—½ day	\$100.00
DVD, per copy	\$15.00 (Amended by adding 9/7/04; Amended 10/2/12)
Flood Hazard Development Permit	\$1.00 (per \$1,000.00 valuation)
Horse Permits	\$20.00
Licensing Performing Arts Facility Application Fee	
Mass Gathering Permit	\$75.00
Photocopying-single sheets	
8½ × 11, each copy	\$0.25
8½ × 14, each copy	\$0.50
11 × 17, each copy	\$1.00

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Parking at all pay stations, meters and pay by parking app	\$4.00 per hour (Amended by adding 3/13/22; Amended 3-4-25)
Resident and non-resident Parking Permits: Payment of parking permits does not guarantee a parking space is available.	\$50.00 per residential parking permit for Milliken Street/Memorial Park municipal parking lots, and Town Hall after hours and on weekends. (Amended 3/1/22)
	\$75.00 per residential parking permit for Milliken Street/Memorial Park municipal parking lots, Town Hall parking lots after hours and on weekends and all parking meters and pay stations and pay by app (per permit) (Amended by adding 3/7/17; Amended 3/1/22)
	Residential parking permits are limited two per household
	\$150.00 per nonresidential parking permit for Milliken Street municipal parking lot. Does not include overnight parking. (Amended 2/7/12; Amended 3/1/22)
	\$300.00 per nonresidential permit, for overnight parking in the Milliken Street municipal lot only, (Amended by adding 10/21/14; Amended 3/1/22)
	\$100.00 nonresidential parking permit, seven consecutive days, parking in Milliken Street parking lot only, allows overnight parking. (Amended by adding 3/1/22; Amended 3/4/25)
	\$1,000.00 nonresidential parking permit includes Milliken Street Parking lot, allowing overnight parking; Memorial Park Parking Lot; on-street parking meters six -hours, the front and back parking lots of Town Hall, including Veteran's Square. Parking at the Town Hall and Veteran's Square is limited to after Town Hall business hours. Business hours are Monday, Wednesday, Thursday and Friday, 8:00 a.m. to 4:00 p.m. and Tuesday 8:00 a.m. to 6:00 p.m. (Amended by adding 3/4/25)
Returned Check Fee	\$20.00
Solid Waste Flow Control application fee	\$100.00
Special Amusement Permit	\$100.00
Special Events Permits application fee	\$50.00 (per day)
Tattoo Establishments	
Application Fee	\$100.00
License Fee	\$150.00 (per annum)
Towing Fees	
Towing:	
Day (7:00 a.m. to 8 p.m.)	\$90.00
Night (8:00 p.m. to 7:00 a.m.)	\$105.00
Use of Dollies or Go Jacks	\$25.00 (per tow)

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Add'l charge per man hour each full hour after the first hour on the scene.	\$15.00
Storage:	
Secured or Unsecured outside storage, per day	\$30.00
Inside Vehicle Storage	\$50.00
Release Fee to be charged for pickup after working hours.	\$25.00
PLANNING DEPARTMENT FEES	(Amended by adding 1/20/04)
8½ × 11, per map	\$10.00
11 × 17, per map	\$25.00
42" map	\$100.00 per hour
36" map	\$100.00 per hour
24" map	\$100.00 per hour
PLUMBING PERMITS	
Minimum Plumbing Permit Fee	\$40.00
Re-inspection fee	\$50.00 per return inspection beyond two staff inspections.
Per Fixture	\$10.00
Installation of new drainage pipes or relocation in a building but not installation of fixtures	\$40.00
Hook-up fee for connection of mobile home which bears the HUD seal or modular home which bears the Manufactured Housing Board seal to a building sewer	\$75.00
Hook-up fee for connection to a public sewer when piping is installed beyond the jurisdiction of the sanitary district.	\$150.00
Transfer fee: Permit is valid only for the named applicant and may be transferred by payment of transfer fee	\$15.00
Complete Systems	
Non-engineered system	\$250.00
Primitive Disposal System (includes alt. toilet)	\$100.00
Engineered System	\$200.00
System Components (installed separately)	
Treatment Tank	\$80.00
Holding Tank	\$100.00
Alternative Toilet	\$50.00
Disposal Area	\$150.00
Engineered Disposal Area	\$150.00
Separated Laundry Disposal System	\$35.00
Seasonal Conversion Permit	\$50.00
POLICE DEPARTMENT FEES	(Amended by adding 1/20/04)
Police Reports	
First Page	\$10.00
Each Additional Page	\$1.00
Copy of Video Tape	

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Tape Provided	\$10.00
No Tape Provided	\$13.00
SEWERS	(Amended 6/6/06)
Disposal of Septic Tank Waste at the Treatment Plant	
Per Gallon assessed to the septic hauler	\$0.10
Administration fee per load	\$10.00
Application Fee	\$50.00 (per vehicle/annual basis)
Septic Tank Sludge Disposal Ordinance	
Application Fee	\$3.00
Solid Waste Flow Control Ordinance	
Annual fee for each vehicle licensed	\$100.00
Annual fee for each applicant licensed for activities not involving the transport of solid waste.	\$100.00
Connection and Inspection Fees	
(1) New dwellings, per dwelling unit	\$3,300.00
(2) New living units in hotels, motels, cabins, mobile home parks or additions thereto, per living unit	\$3,300.00
(3) New commercial or industrial buildings and all other buildings, the principal use of which does not consist of dwelling units or living units	\$4,125.00
Plus, per plumbing fixture	\$550.00
Plus, per any dwelling unit or living unit accessory to the principal use of the building (such per unit charge may be applied against the per-fixture charges attributable to those units)	\$3,300.00
(4) New tent and trailer parks	\$4,125.00
Plus, per site	\$550.00
(5) Enlargements and additions to existing tent and trailer parks, per site	\$550.00
(6) Enlargements and additions to existing buildings, per additional plumbing fixture	\$275.00
Plus, per each new dwelling unit or living unit (the per-unit charge may be applied against the per-fixture charge attributable to such units)	\$3,300.00
(7) Swimming pools, per pool	\$550.00
(8) Conversion of seasonal structures to year round dwelling units or living units, per dwelling unit or living unit up to and including the number of units existing before the conversion	\$2,475.00 plus \$275.00 for each new fixture
Plus, per each unit in excess of the number of units existing before the conversion	\$3,300.00
(9) Replacement, relocation or reconstruction of the existing service connection (connection between the building sewer and the public sewer), per connection	\$550.00
Plus any other fees due under subsections (1) through (8) of this subsection.	

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

(10) Replacement of a dwelling unit due to deterioration or economic obsolescence including manufactured housing units as defined in chapter 78, per unit	\$750.00
Plus, for each additional plumbing fixture	\$275.00
(11) Change of use of an existing structure without expansion, per gallon per day of additional flow as specified in table 7.2 of the state plumbing code, as may be amended from time to time	\$4.75
(12) Whenever more than one of subsections (1) through (9) of this subsection applies, in full or in part, the required fee shall be determined by applying the subsection or combination of subsections which results in the largest fee.	
TAX OFFICE FEES	(Amended by adding 1/20/04)
Incoming Fax (proof of insurance)	\$2.00
Town Clerk, Non-Certified copy of a Vital Record	\$4.00
VOTER REGISTRATION FEES	(Amended by adding 1/20/04; Repealed 1/2/12)
ZONING	
Conditional Use	
Standard Application	\$250.00*
Home Occupation	\$100.00*
Child Care Facilities	\$250.00*
Wireless Telecommunication Facilities	\$500.00
Administrative Wireless Telecommunications	\$500.00*
Adult Business	\$500.00*
Appeal from Restrictions (Section 4.3.5)	\$300.00*
Campgrounds	\$400.00 plus \$20.00 per campsite* *Plus Peer Review Costs
Design Review	
Administrative Design Review(replacement and repair)	\$70.00
Administrative Design Review (expansions and new improvements)	\$150.00*
Design Review Certificate Review	\$300.00*
Certificate of Appropriateness	\$250.00*
Certificate of Non-Applicability	\$25.00
Certificate of Economic Hardship	\$100.00
Amendments to Approved Plans	\$200.00* *Plus Peer Review Costs
Driveway Permits	
Driveway Permit	\$50.00 (includes one pre-construction and one post-construction inspection)
Re-Inspection Fee	\$50.00 (per occurrence)
Inspection Fees	

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Administrative Applications	\$50.00 per return inspection beyond two staff inspections.
Subdivisions, Site Plans, Private Ways,	Direct cost of town engineer
Conditional Uses	Inspection, plus 10% processing fee
Drawdown Request	\$25.00 (per request)
Mineral Extraction	
Registration Fee	\$100.00 per acre*
Renewal Fee	\$100.00 plus \$20.00 per acre* *Plus Peer Review Costs
Parking Waivers	\$100.00
Private Way	
Class 1 Review Fee (Serving a Single Lot)	\$150.00*
Class 2 Review Fee	\$200.00*
Class 3 Review Fee (Serving 3 or more lots)	
If not part of the subdivision approval	\$200.00 (plus \$100.00 per lot over two*) *Plus engineer peer review fees
Sign Applications	
Administrative Design Review (signs under 20 s.f.)	\$125.00
Administrative Design Review (signs over 20 s.f.)	\$150.00
Sign Permits (signs under 20 s.f. outside of DD or HO districts)	\$100.00
Shoreland Zoning Permits	
Administrative Permit	\$100.00*
Planning Board Permit	\$150.00*
Special Exception	\$200.00* *Plus Peer Review Costs
Site Plan Review	
Sketch Plan	\$200.00*
Administrative Site Plan Review Fee	\$200.00*
Plenary Site Plan Review	\$200.00 (first 1,000 s.f. of building, parking and site improvements, plus \$100.00 per ea. add'l 1,000 s.f. of improvements)
Amendments to Approved Plans	\$200.00 (plus \$25.00 per 1,000 sq. ft. of change*) *Plus Peer Review Costs
Subdivisions	
(Lots)	
Sketch Plan	\$100.00 (plus \$10.00 per lot)
Minor (4 lots or less)	\$250.00 (plus \$100.00 per lot over two*)
Preliminary Subdivision Review	\$400.00 (plus \$50.00 per lot*)
Final Subdivision Review	\$400.00 (plus \$30.00 per lot*)
Amendments to Approved Plans	\$200.00 (plus \$50.00 per lot changed*) *Plus Peer Review Costs
(Condominiums)	
Sketch Plan	\$100.00 (plus \$3.00 per unit*)
Minor (4 lots or less)	\$250.00 (plus \$20.00 per unit over two*)

Old Orchard Beach, Maine, Code of Ordinances
APPENDIX A SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES

Preliminary Subdivision Review	\$400.00 (plus \$15.00 per unit*)
Final Subdivision Review	\$300.00 (plus \$10.00 per unit*)
Amendments to Approved Plans	\$200.00 (plus \$10.00 per unit changed*) *Plus Peer Review Costs
Zoning Board of Appeals	
Miscellaneous Appeal	\$75.00
Variance	\$75.00
Administrative Appeal	\$150.00
Zone Changes	
Zone Map Amendments	\$500.00 (plus costs of notifications and map redrafting)
Zone Text Amendments	\$500.00 (plus costs of notifications and publications)

AGENDA ITEM #8827

Discussion with Action: Convey foreclosed property identified as 55 WASHINGTON AV, parcel number 00312-00007-00013 to owners of record MCMAHON, PATRICK & LORI, for the total amount of \$8508.18 in outstanding taxes and accumulated interest, due on the effective date of conveyance, including FY18, FY19, AND FY20, taxes, plus any legal costs incurred by the Town of Old Orchard Beach.

Chair: Shawn O'Neill

Receipt Inquiry

LD

[Back](#)
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Bill Inquiry [TOWN OF OLD ORCHARD BEACH] > Advanced Search > Bill Inquiry: Parcel Account View [TOWN OF OLD ORCHARD BEACH] > Bill Inquiry: Single Bill View [TOWN OF OLD ORCHARD BEACH] > Receipt Inquiry

Receipt Information

Source

Journal Info

Year/Bill 2020 166 [View Bill](#)

Effective Date 01/08/2021

GL Effective

Cat/Type 23 TL-R

Processing Date 01/08/2021

Post Date

Activity Payment

Entry Date/Time 01/08/2021 15:18

Year/Period/

Amount 2,731.12

Receipt Bank Code

Clerk reg2

External Sy.

Batch 37018

Transaction

Department 20104

Tax Office

Batch ID

Memo MCMAHON PATRICK

Source

Payment Entry

Batch Numbr

Comment

External System

Contract

Payment ID

Customer/Property

Status

Customer No. 39837 ...

Receipt Step 40 - Completed

Property Code 003120006700013

Batch Status 40 - Completed

Reversal Status Not Reversed

☐ Voided

Reason

Charge Allocation

Installment Allocation

GL Allocation

Transaction

Tenders

Cat	Year	Bill	Receipt	Activity	Receipt Amount	Eff. Date
20	2021	2004137	517427	Payment	2,498.53	01/08/2021
23	2018	102	517424	Payment	2,918.94	01/08/2021
23	2019	111	517425	Payment	2,858.12	01/08/2021
23	2020	166	517426	Payment	2,731.12	01/08/2021

AGENDA ITEM #8828

Discussion with Action: Convey foreclosed property identified as 7 MACINTOSH LN, parcel number 00107-00003-01-M7 to owners of record MATTHEW CARLE/HEIRS OF, for the total amount of \$26,587.92 in outstanding taxes and accumulated interest, due on the effective date of conveyance, including FY21, FY22, FY23, FY24, FY25 AND FY26 taxes, plus any legal costs incurred by the Town of Old Orchard Beach.

Chair: Shawn O'Neill

TOWN OF OLD ORCHARD BEACH

TAX BILLING RECEIPT

663232

07/15/25 13:52: 2025 Real Estate

CLERK : vdeering

PROPERTY: 001070000301-M7

CUST #: 41595

LOCATION: 7 MACINTOSH LN

CARLE MATTHEW

PRINCIPAL INTEREST

RE TAX AMT	9296.81	107.28
MAIL	9.64	0.00
30 DAY FEE	3.00	0.00

Paid by/Ref: DENSMORE PAMELA D

of Checks: 1 Check #:

Check Amount:	26,587.92
Cash Amount :	0.00
Total Amount:	26,587.92
Change Due :	0.00

New Balance	-4,646.70
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TOWN OF OLD ORCHARD BEACH

TAX BILLING RECEIPT

663233

07/15/25 13:52: 2024 Tax Lien

CLERK : vdeering

PROPERTY: 001070000301-M7

CUST #: 41595

LOCATION: 7 MACINTOSH LN

CARLE MATTHEW

	PRINCIPAL	INTEREST
REAL ESTAT	4490.46	336.60
30 DAY FEE	3.00	0.00
MAIL	8.69	0.00
LIEN COST	51.00	0.00
INT.AT LIE	113.68	0.00

Paid by/Ref: DENSMORE PAMELA D

of Checks: 1 Check #:

Check Amount:	26,587.92
Cash Amount :	0.00
Total Amount:	26,587.92
Change Due :	0.00
New Balance	0.00

TOWN OF OLD ORCHARD BEACH

TAX BILLING RECEIPT

663234

07/15/25 13:52: 2023 Tax Lien

CLERK : vdeering

PROPERTY: 001070000301-M7

CUST #: 41595

LOCATION: 7 MACINTOSH LN

CARLE MATTHEW

	PRINCIPAL	INTEREST
REAL ESTAT	3695.26	430.67
30 DAY FEE	3.00	0.00
MAIL	8.10	0.00
LIEN COST	51.00	0.00
INT.AT LIE	95.77	0.00
LIEN CERT	9.64	0.00

Paid by/Ref: DENSMORE PAMELA D

of Checks: 1 Check #:

Check Amount:	26,587.92
Cash Amount :	0.00
Total Amount:	26,587.92
Change Due :	0.00
New Balance	0.00

TOWN OF OLD ORCHARD BEACH

TAX BILLING RECEIPT

663235

07/15/25 13:52: 2022 Tax Lien

CLERK : vdeering

PROPERTY: 001070000301-M7

CUST #: 41595

LOCATION: 7 MACINTOSH LN

	PRINCIPAL	INTEREST
CARLE MATTHEW		
REAL ESTAT	3440.88	608.05
30 DAY FEE	3.00	0.00
MAIL	7.23	0.00
INT.AT LIE	132.07	0.00

Paid by/Ref: DENSMORE PAMELA D

# of Checks: 1	Check #:	Check Amount:	26,587.92
		Cash Amount :	0.00
		Total Amount:	26,587.92
		Change Due :	0.00
		New Balance	0.00

TOWN OF OLD ORCHARD BEACH

TAX BILLING RECEIPT

663236

07/15/25 13:52: 2021 Tax Lien

CLERK : vdeering

PROPERTY: 001070000301-M7

CUST #: 41595

LOCATION: 7 MACINTOSH LN

	PRINCIPAL	INTEREST
CARLE MATTHEW		
REAL ESTAT	3382.13	300.96
MAIL	0.00	0.00
30 DAY FEE	0.00	0.00
LIEN COST	0.00	0.00
INT.AT LIE	0.00	0.00

Paid by/Ref: DENSMORE PAMELA D

of Checks: 1 Check #:

Check Amount:	26,587.92
Cash Amount :	0.00
Total Amount:	26,587.92
Change Due :	0.00
New Balance	0.00

AGENDA ITEM #8829

Discussion with Action: Approve the Special Event Permit for Kate Boyd to hold her wedding on the beach at the end of York Street on September 13th, 2025, set-up to takedown 9 a.m. to 2:30 p.m.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1. Name of applicant Kate J Boyd
- Address of applicant 215 Nanant St. Wakefield MA 01880
City State Zip
- Phone number of applicant 413-695-8203 Fax ()
- Cell phone 413-695-8203 E-mail Kate-taylor2025@aol.com
- On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
- _____

Website address (if an Organization, Firm or Corporation) _____

Type of Event:

- ☐ Festival/Fair
☐ Race/Walk/Bike Ride
☐ Concert
☐ Parade/March
☒ Other – Please specify

wedding

2. Event Description (name all vendors who will provide entertainment and the type of entertainment provided)

N/A

Will you be using tents? _____ YES X NO

If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

Will you be using staging? _____ YES ☒ NO

If yes, the following items will be used at the event (Please mark all that apply):

☐ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☐ Live Entertainment
☐ Loud Speaker(s) ☐ Microphone(s) ☐ Stadium(s) ☐ Stage(s)

☐ Other: _____

Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.

3. Chairperson and/or responsible party for the event, if other than above:
(Include information how this person may be contacted at any time during the event).

Name Meagan Blanchette Work Phone (800-628-1715)

Address Le Bradbury St. Old Orchard Beach ME, 04064
City State Zip

Cell phone (800-628-1715) Fax ()

E-mail SeashellCoordinator@yahoo.com

4. SET-UP Date for Event 09/13/2025 Day of Week Sat from 9am to 2:30pm

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

TAKE-DOWN date 9/13/2025 Day of Week Sat from 9am to 2:30pm

RAIN DATE(s) _____ Times _____
(if rain date listed, insurance must list rain date)

5. Location of the Event _____
(if applicable, a map or diagram showing the area to be used, or parade route)

6. The estimated number of participants in the event

☒ 0-150; _____ 150-500; _____ 500-1000; _____ 1,000+

7. If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.

N/A

8. Will the sale of food and/or beverages occur at the event? _____ If yes, describe the commodities to be sold.

☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items
☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors

N/A

9. Will there be merchandise sold at the event? _____ YES ☒ NO

Description of merchandise _____

10. Is the event a Charitable event? _____ YES ☒ NO

Is this event co-sponsored by the Town of Old Orchard Beach? _____ YES _____ NO

If this event a Regional School Unit #23 event? _____ Yes _____ NO

(The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).

11. If the event is charitable, name the beneficiary of the proceeds from the event:

N/A

12. List any Event Sponsors:

N/A

Will admission be charged for the event? _____ YES ☒ NO
Will participants be charged for parking? _____ YES ☒ NO

13. Has this event been held previously in Old Orchard Beach?

____ YES (if yes, please list dates): _____

~~____~~ NO

14. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.

Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services) :

This is a peaceful / quick

Ceremony, no security needed

Additional Uniformed presence provided by: ____ Off-Duty Police Officers; ____ Private Security;
____ Volunteers

Times: _____ How many? _____

If you have already made contact with someone about security, provide the contact name and number:

Name: _____ Phone Number: _____

Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)

N/A

Will audible devices be used at this event? ☒ YES ☐ NO

If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).

Speaker for music for aisle walk & exit

Where will the event attendees/participants park? millikens or Steves
lawn / Uber

Will a shuttle service be provided from parking areas to the event site? ☒ YES ☐ NO

If yes, please describe shuttle plan, and name of company provided service:

COB trolley, from millikens to Ceremony
Site (TBD)

Will you require special parking (RV's, trailers, trucks)? ☐ YES ☒ NO

If yes, give details: _____

15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.

No trash will be brought

Is the use of barricades necessary/requested for this event? no

If yes, number needed and location _____

Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?

☐ YES ☒ NO If yes, please describe:

Is any other public works assistance needed? no

If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? _____.

16. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event leaving no residue or noticeable impact; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 **cash** deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.

____ YES ☒ NO

If yes, explain: _____

17. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.

Arch, 10 chairs, #1 sign: unplugged ceremony
#2: pick a seat or a side, you're loved by the groom & bride

Will this event be posting a banner on public property? ____ YES ☒ NO

If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):

18. Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured): ____ YES ☒ NO

Will the alcohol be: _____ Sold; _____ Given away; _____ Both

Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:

19. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? _____ Yes, it's attached _____ No

20. Will the event involve professional fireworks? _____ YES X NO
Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company? _____

(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).

What time/date will the fireworks display occur? _____

21. Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) _____ YES X NO

If so, please indicate the location of the animals on the Site Plan/Map.

22. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1st through August 31st of each year. Will this event occur on the beach? X YES ~~NO~~

If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event. Event is Sep 13, 2028

Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. ***However, projects must be reviewed by MDIFW before Town approval.***

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

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23. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach **MUST** be listed as an Additional Named Insured.

X Yes, it has been provided with the application; _____ No, it will be provided at least 30 days prior to the event.

24. Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)? _____ YES X NO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

I, Kate Bayal on behalf of _____
(Print Applicant Contact Name) (Print Organization/Group Name)

Agree to abide by the following Special Event requirements:

1. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. KB (initial)
3. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5. Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6. To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7. This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8. For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Kate Baycl Date: 6/27/2025
(authorized representative)

Print name: Kate Baycl

Print Organization Name (if applicable): _____

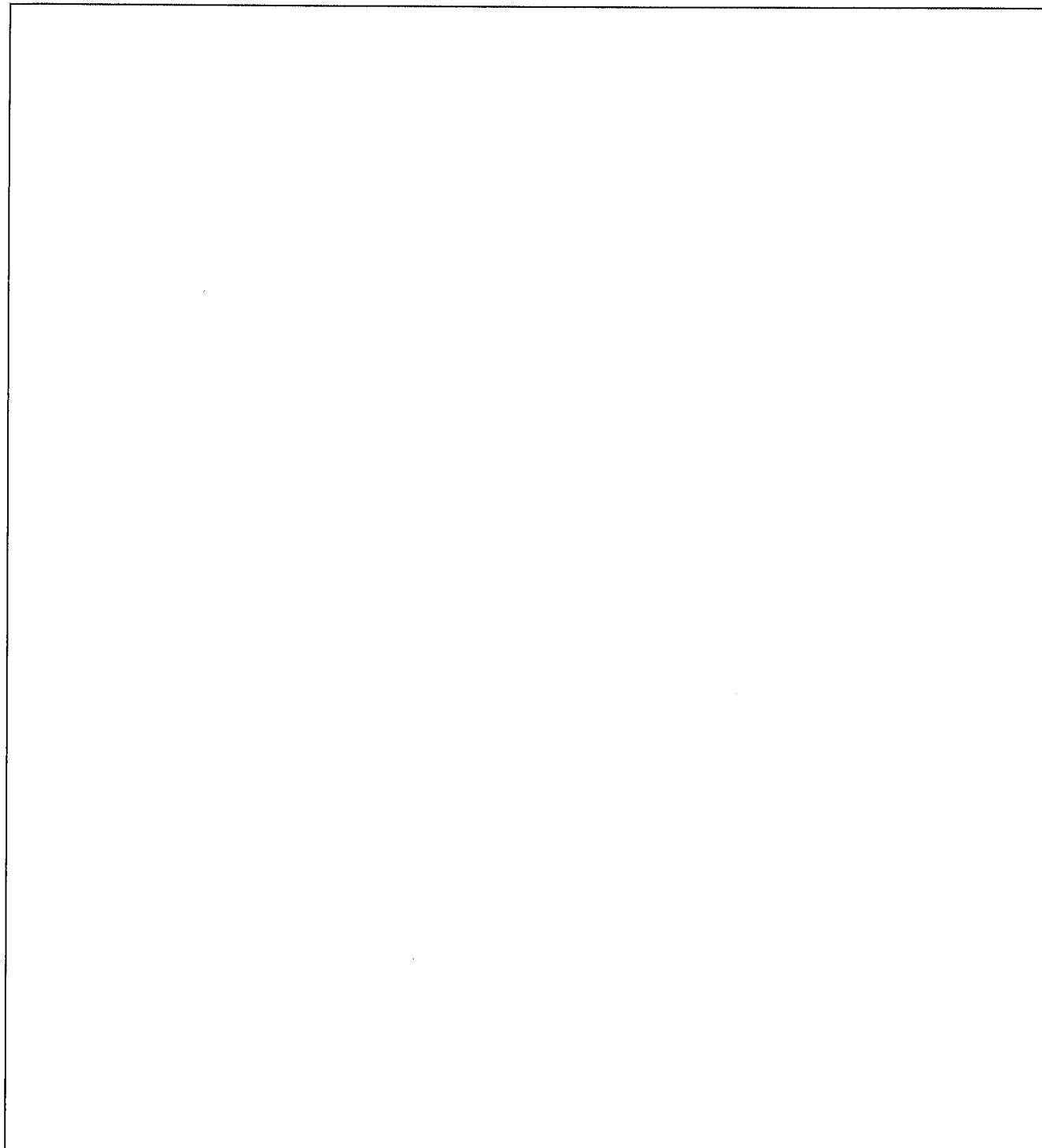
SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

Vendor Locations
Garbage Cans
Water Sources

Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/23/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER DOXA Programs, LLC DBA R.V. Nuccio & Associates Insurance Bro 10148 Riverside Drive Toluca Lake, CA 91602	CONTACT NAME: Joseph Guerrero	
	PHONE (A/C, No, Ext): (800) 364-2433 FAX (A/C, No): (818) 980-1595	
INSURED Kate Boyd 215 Nahant Street Wakefield, MA 01880	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Fireman's Fund Insurance Company	21873
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Host Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	<input checked="" type="checkbox"/>		OLP095793	9/12/2025	9/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES \$ 1,000,000 MEDICAL EXPENSE \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured: town of Old Orchard Beach Maine

CERTIFICATE HOLDER town of Old Orchard Beach Maine 1 Portland Avenue Greenfield, ME 01301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Joseph Guerrero
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PRIVATE EVENT CANCELLATION INSURANCE
Personal Liability Coverage
Additional Insured Endorsement

Policy Number: OLP095793

You, the **Honoree** and we agree that **SECTION II PRIVATE EVENT CANCELLATION INSURANCE PERSONAL LIABILITY COVERAGE** is amended to include as an insured, the person or organization shown below as an additional insured, but only to the extent that liability results from the sole negligence of the **Named Insured**.

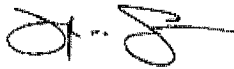
ADDITIONAL INSURED(S)

01. Additional Insured
Name: town of Old Orchard Beach Maine
Street Address: 1 Portland Avenue
City: Greenfield
State: ME
Zip Code: 01301
Effective Date(s) 9/12/2025 to 9/15/2025

All other terms and conditions of the policy remain unchanged. This endorsement does not provide the Additional Insured(s) with any coverage under **SECTION I - PRIVATE EVENT CANCELLATION INSURANCE PROPERTY COVERAGE**.

Joseph Guerrero

Authorized Signature



AGENDA ITEM #8830

Discussion with Action: Approve the Special Event Permit for the Ocean Park Association to hold dance night at their Recreational Building on August 9th, 2025, by allowing a food truck on Colby Avenue, closing the street between Clover to West Grand for the event from 5 p.m. to 9 p.m. for pedestrian safety.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1. Name of applicant Ocean Park Association

Address of applicant 14 Temple Ave Ocean Park ME 04063
City State Zip

Phone number of applicant (207) 934-9068 Fax ()

Cell phone () E-mail director@oceanpark.org

On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)

Ocean Park Association

Website address (if an Organization, Firm or Corporation) www.oceanpark.org

Type of Event:

- ☐ Festival/Fair
- ☐ Race/Walk/Bike Ride
- ☐ Concert
- ☐ Parade/March
- ☒ Other – Please specify

This is a Dance Night at the Agnes L Park Recreational Building

2. Event Description (name all vendors who will provide entertainment and the type of entertainment provided)

Dance and silent auction

We would also like to be approved for a food truck for 22 Colby Ave (at the Rec Hall) for the duration of the dance.

We would like to close the road for this as well so customers can safely line up for food.

Will you be using tents? _____ YES X NO

If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

Will you be using staging? _____ YES X NO

If yes, the following items will be used at the event (Please mark all that apply):

☐ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☐ Live Entertainment
☐ Loud Speaker(s) ☐ Microphone(s) ☐ Stadium(s) ☐ Stage(s)

☐ Other: _____

Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.

3. Chairperson and/or responsible party for the event, if other than above:
(Include information how this person may be contacted at any time during the event).

Name Stuart MacMillan Work Phone (207) 934-9068

Address 14 Temple Ave Ocean Par ME 04063
City State Zip

Cell phone (207) 468-0270 Fax ()

E-mail director@oceanpark.org

4. SET-UP Date for Event August 9, 2025 Day of Week Saturday from 5 PM to 6 PM

Date of Event August 9, 2025 Day of Week Saturday from 6 PM to 9 PM

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

TAKE-DOWN date _____ Day of Week _____ from _____ to _____

RAIN DATE(s) _____ Times _____

(if rain date listed, insurance must list rain date)

5. Location of the Event 22 Colby Ave
(if applicable, a map or diagram showing the area to be used, or parade route)

6. The estimated number of participants in the event

X 0-150; _____ 150-500; _____ 500-1000; _____ 1,000+

7. If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.

8. Will the sale of food and/or beverages occur at the event? Yes If yes, describe the commodities to be sold.

☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items
☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors

Snacks and soft drinks

9. Will there be merchandise sold at the event? Y YES NO

Description of merchandise Silent Auction Items: painting, gift cards, various donated items

10. Is the event a Charitable event? YES X NO

Is this event co-sponsored by the Town of Old Orchard Beach? YES X NO

If this event a Regional School Unit #23 event? Yes X NO

(The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).

11. If the event is charitable, name the beneficiary of the proceeds from the event:

12. List any Event Sponsors:

Ocean Park Association

Will admission be charged for the event? X YES NO

Will participants be charged for parking? YES X NO

13. Has this event been held previously in Old Orchard Beach?

X YES (if yes, please list dates): 7/6/24, 7/1/23

 NO

14. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.

Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services) :

There have been no public safety or disturbance issues in the past years.

Therefore, no additional security measures are needed.

Additional Uniformed presence provided by: ___Off-Duty Police Officers; ___ Private Security;
___Volunteers

Times: _____ How many? _____

If you have already made contact with someone about security, provide the contact name and number:

Name: _____ Phone Number: _____

Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)

N/A

Will audible devices be used at this event? ☒ YES ☐ NO

If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).

Andrew Chute will be the Disc Jockey for the night playing music

Where will the event attendees/participants park? All participants are from Ocean Park and walk to the event using street parking if necessary.

Will a shuttle service be provided from parking areas to the event site? ☐ YES ☒ NO

If yes, please describe shuttle plan, and name of company provided service:

Will you require special parking (RV's, trailers, trucks)? ☐ YES ☒ NO

If yes, give details:

15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.

We clean up any items associated with the event and OPA-supplied trash receptacles are located throughout the village square. 6 cans are located as follows: Temple Ave. between West Grand Ave and Seaside Ave. and on Seaside Ave. between Colby Ave. and Randall Ave.

Is the use of barricades necessary/requested for this event? Yes

If yes, number needed and location In front of the rec hall in the street (Colby)

Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?

☐ YES ☒ NO If yes, please describe:

Is any other public works assistance needed? No

If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? N/A.

16. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event leaving no residue or noticeable impact; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.

 YES X NO

If yes, explain: _____

17. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.

No signage will be posted at this event.

Will this event be posting a banner on public property? YES X NO

If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):

18. Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured): YES X NO

Will the alcohol be: _____ Sold; _____ Given away; _____ Both

Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:

19. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? _____ Yes, it's attached _____ No

20. Will the event involve professional fireworks? _____ YES ☒ NO

Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company? _____

(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).

What time/date will the fireworks display occur? _____

21. Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) ___ YES ☒ NO

If so, please indicate the location of the animals on the Site Plan/Map.

22. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1st through August 31st of each year. Will this event occur on the beach? _____ YES ☒ NO

If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.

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SPECIAL EVENT PERMIT AGREEMENT

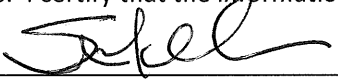
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Signature: 
(authorized representative)

Date: 6/12/25

Print name: Stuart MacMillan

Print Organization Name (if applicable): Ocean Park Association

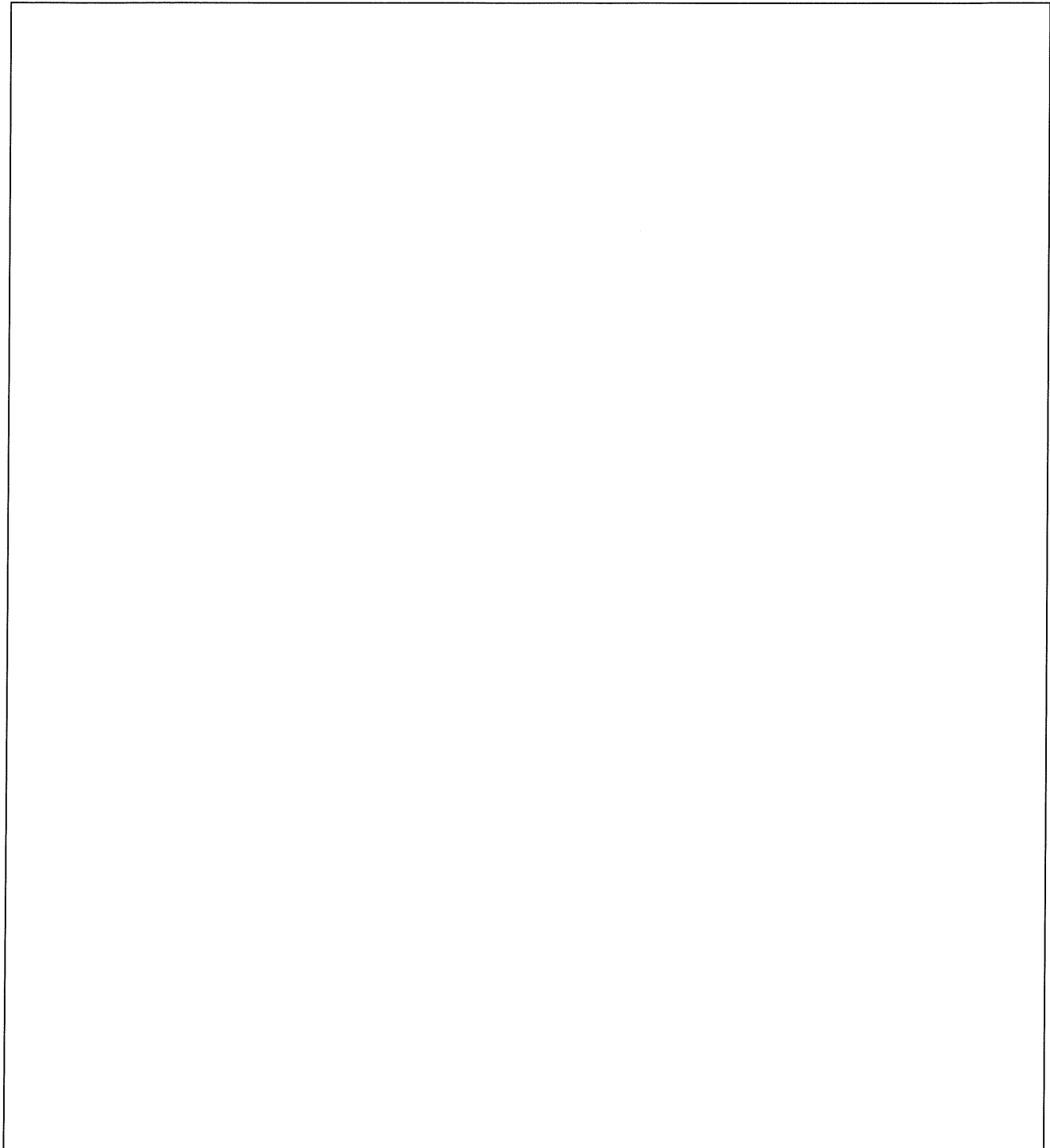
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Loudspeakers

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OCEAPAR-05

SKARAM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/3/2025

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PRODUCER Clark Insurance, a Marsh & McLennan Agency, LLC company 1945 Congress Street, Bldg A PO Box 3543 Portland, ME 04104-3543	CONTACT NAME:		
	PHONE (A/C, No, Ext): (207) 774-6257	FAX (A/C, No): (207) 774-2994	
	E-MAIL ADDRESS: info@clarkinsurance.com		
INSURED Ocean Park Association P O Box 7296 Ocean Park, ME 04063	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Church Mutual Insurance Company, S.I.		
	INSURER B: Maine Employers Mutual Ins Co		11149
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		0444408 25-845334	10/15/2024	10/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			0444408 09-846274	10/15/2024	10/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			0444408 85-845574	10/15/2024	10/15/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		1810103861	10/15/2024	10/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: 2025 Events/ The Certificate holder (Town of Old Orchard Beach) is additional insured with regards to Commercial General Liability for ongoing operations if required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Town of Old Orchard Beach
1 Portland Avenue
Old Orchard Beach, ME 04064

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AGENDA ITEM #8831

Discussion with Action: Approve the Special Event Permit application from New England Parkinson's Ride for the annual NE Parkinson's Ride starting at the Ballpark. Set-up is September 4th from 11 a.m. to 3 p.m.; event at the Ballpark September 5th from 4 p.m. to 9 p.m.; the ride is on Saturday, September 6th, 2025, from 5 a.m. to 5 p.m.; takedown by Monday, September 8th, 10 p.m.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1. Name of applicant Axi Wechter

Address of applicant PO Box 1124, Merrimack, NH 03054

City

State

Zip

Phone number of applicant () 407-466-0880 Fax () _____

Cell phone () 434-841-7985 E-mail axi@neparkinsonsride.org

On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)

New England Parkinson's Ride

Website address (if an Organization, Firm or Corporation) neparkinsonsride.org

Type of Event:

☐ Festival/Fair

☒ Race/Walk/Bike Ride

☐ Concert

☐ Parade/March

☐ Other – Please specify

2. Event Description (name all vendors who will provide entertainment and the type of entertainment provided)

Cycling event to raise funds for The Michael J. Fox Foundation. Friday night pre-ride dinner and Saturday

ride includes a post-Ride celebration with entertainment and sponsor booths.

Will you be using tents? X YES _____ NO

If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

A+ Party Rentals handles the tents, which are secured by state guidelines. Tents will cover picnic

tables used for seating on both days.

Will you be using staging? X YES _____ NO _____

If yes, the following items will be used at the event (Please mark all that apply):

☒ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☒ Live Entertainment
☒ Loud Speaker(s) ☒ Microphone(s) ☒ Stadium(s) ☒ Stage(s)

☐ Other: _____

Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.

3. Chairperson and/or responsible party for the event, if other than above:
(Include information how this person may be contacted at any time during the event).

Name Axi Wechter Work Phone (____) 407-466-0880

Address PO Box 1124, Merrimack, NH 03054
City State Zip

Cell phone (____) 434-841-7985 Fax (____) _____

E-mail axi@neparkinsonsride.org

4. SET-UP Date for Event 9/4/25 Day of Week Thursday from 11am to 3pm

Date of Event 9/5/25 Day of Week Friday from 4 pm to 9 pm

Date of Event 9/6/25 Day of Week Saturday from 5 am to 5pm

Date of Event _____ Day of Week _____ from _____ to _____

Date of Event _____ Day of Week _____ from _____ to _____

TAKE-DOWN date 9/8/25 Day of Week Saturday from 5pm to 10pm

RAIN DATE(s) _____ Times _____

(if rain date listed, insurance must list rain date)

5. Location of the Event The Ballpark at Old Orchard Beach
(if applicable, a map or diagram showing the area to be used, or parade route)

6. The estimated number of participants in the event

_____ 0-150; _____ 150-500; _____ 500-1000; X 1,000+

7. If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.

8. Will the sale of food and/or beverages occur at the event? Yes If yes, describe the commodities to be sold.

☒ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items
☐ Professional Catering ☐ Non-Profit Food Vendors ☒ Retail Food Vendors

Beer and wine sales handled by BP. Food purchases provided by BP and food trucks.

9. Will there be merchandise sold at the event? X YES NO

Description of merchandise New England Parkinson's Ride branded gear.

10. Is the event a Charitable event? X YES NO

Is this event co-sponsored by the Town of Old Orchard Beach? YES X NO

If this event a Regional School Unit #23 event? Yes X NO

(The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).

11. If the event is charitable, name the beneficiary of the proceeds from the event:

The Michael J. Fox Foundation

12. List any Event Sponsors:

BlueRock

Cantor Colburn

Barclay's

Maloney Associates

Will admission be charged for the event? YES X NO

Will participants be charged for parking? YES X NO

13. Has this event been held previously in Old Orchard Beach?

X YES (if yes, please list dates): 2008-2023

 NO

14. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.

Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services) :

We will have over 150 volunteers to do various jobs like directing traffic, helping with parking, directing people in and out of the Ballpark. We have also enlisted several police in the surrounding areas to aid difficult intersections.

Additional Uniformed presence provided by: 4 Off-Duty Police Officers; Private Security;
¹⁰ Volunteers

Times: How many?

If you have already made contact with someone about security, provide the contact name and number:

We will be in touch with Capt Elise Chard regarding the OOB area.

Name: Phone Number:

Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)

Supplies, tents, and chairs will be stored within the Ballpark.

Will audible devices be used at this event? ☒ YES ☐ NO

If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).

A microphone and portable speakers will be used for presentations. Friday 5-9pm and Saturday 7am - 6pm.

Where will the event attendees/participants park? Ballpark parking

Will a shuttle service be provided from parking areas to the event site? ☐ YES ☒ NO

If yes, please describe shuttle plan, and name of company provided service:

Will you require special parking (RV's, trailers, trucks)? ☒ YES ☐ NO

If yes, give details: We will have a trailer that we use to transport supplies and our tracking company will have a trailer.

15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.

All desposal is handled under contract with the Ballpark.

Is the use of barricades necessary/requested for this event? Only within the Ballpark parking lot

If yes, number needed and location 6-10 at the Ballpark

Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?

☐ YES ☒ NO If yes, please describe:

Is any other public works assistance needed? _____

If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? _____.

16. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event leaving no residue or noticeable impact; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.

☒ YES ☐ NO

If yes, explain: Grills will be used for BP concessions. Propane burners will be used on Friday to heat soup.

17. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.

Route signage will be places along the routes. All signs will be taking down following the Ride.

Will this event be posting a banner on public property? ☐ YES ☒ NO

If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):

18. Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured): ☒ YES ☐ NO

Will the alcohol be: _____ Sold; _____ Given away; X _____ Both

Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:

Friday Night - alcohol is donated and distributed by trusted 21+ volunteers from 5-9pm

Saturday - alcohol is donated and distributed by trusted 21+ volunteers from 5-9pm. BP will also be selling beer.

19. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? X _____ Yes, it's attached _____ No

20. Will the event involve professional fireworks? _____ YES X _____ NO
Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company? _____

(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).

What time/date will the fireworks display occur? _____

21. Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) ____ YES X ____ NO

If so, please indicate the location of the animals on the Site Plan/Map.

22. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1st through August 31st of each year. Will this event occur on the beach? _____ YES X _____ NO

If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.

Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. ***However, projects must be reviewed by MDIFW before Town approval.***

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach **MUST** be listed as an Additional Named Insured.

☒ Yes, it has been provided with the application; _____ No, it will be provided at least 30 days prior to the event.

24. Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)? _____ YES ☒ NO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

I, Alex Wechter on behalf of New England Parkinson's Ride
(Print Applicant Contact Name) (Print Organization/Group Name)

Agree to abide by the following Special Event requirements:

1. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2. Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. AW (initial)
3. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4. Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5. Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6. To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7. This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8. For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Alex Wechter
(authorized representative)

Date: 7/11/2025

Print name: Alex (Axi) Wechter

Print Organization Name (if applicable): New England Parkinson's Ride

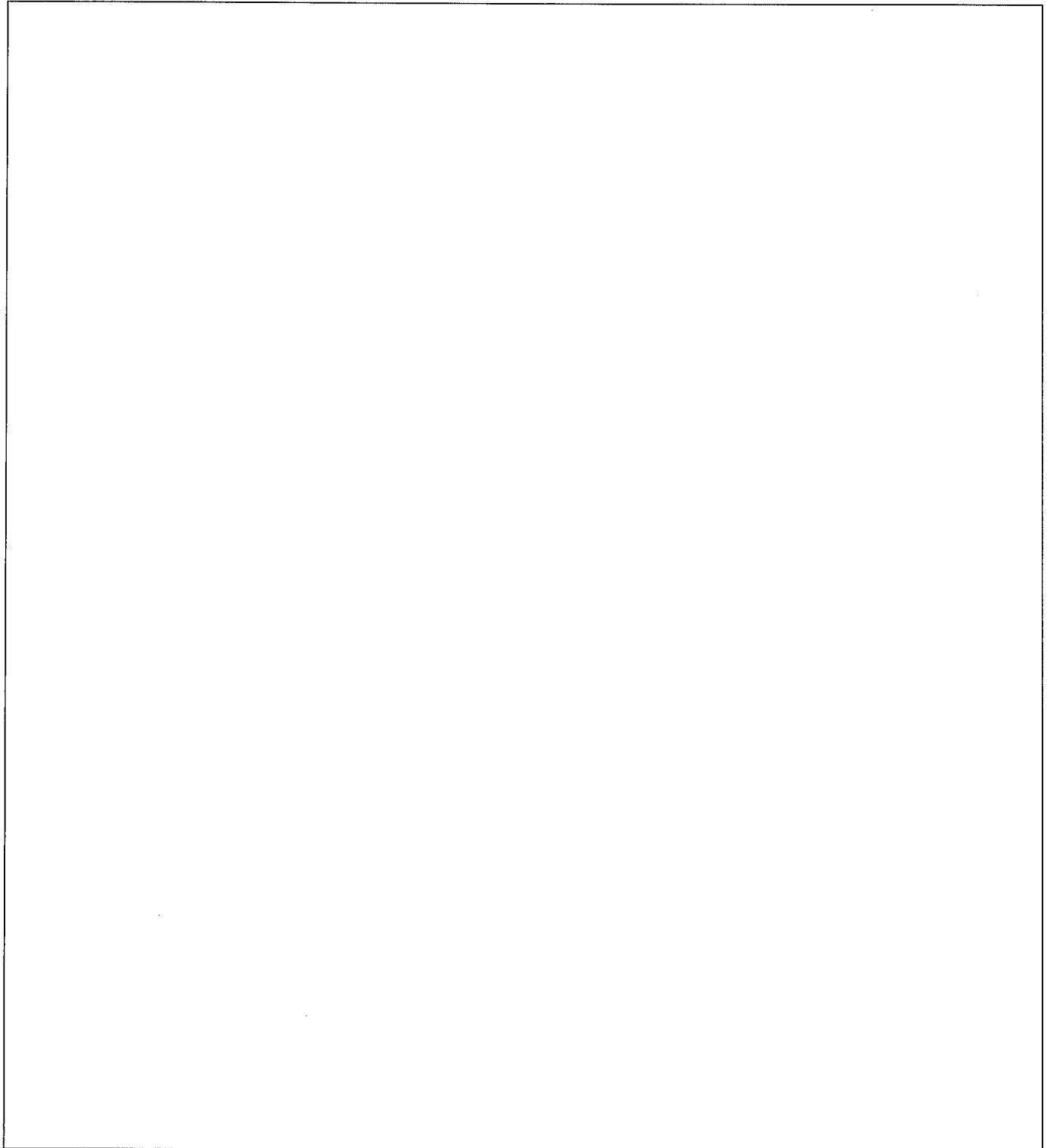
SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

In the space below, please provide the following information. Attach a separate map if necessary.

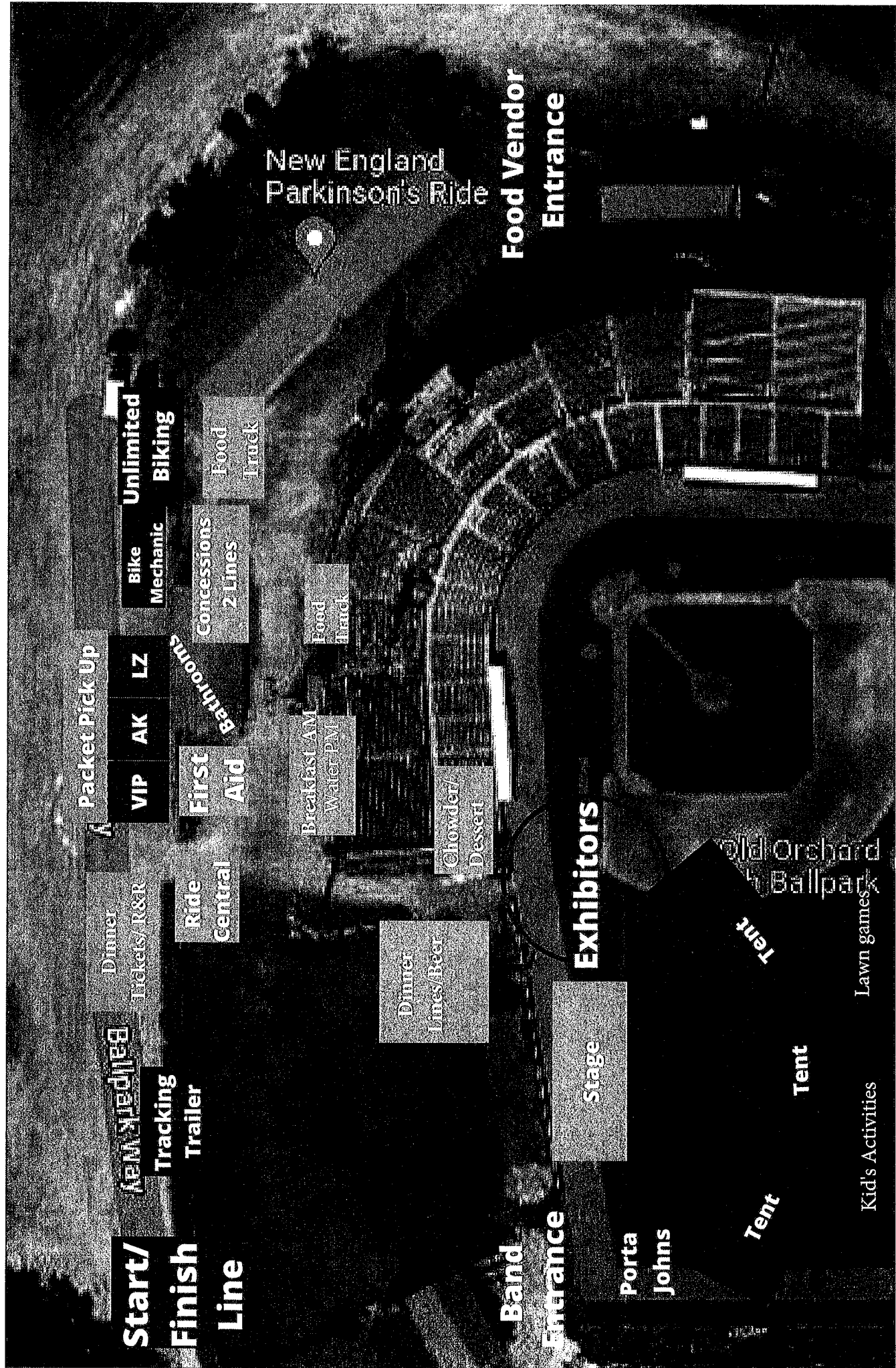
General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

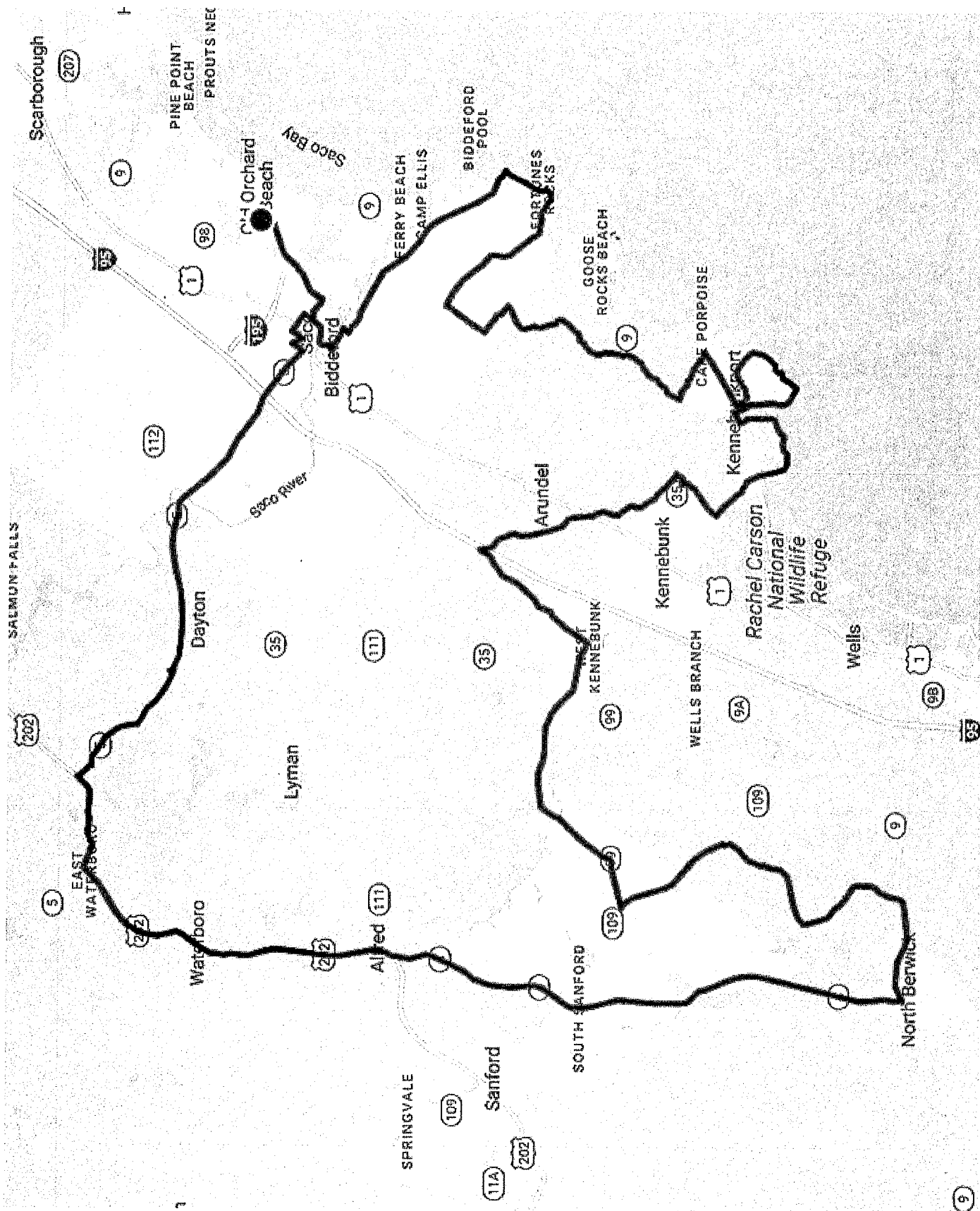
Vendor Locations
Garbage Cans
Water Sources

Street Closures/Parking Information
Water/Electricity Sources
Loudspeakers



2024 NEPR LAYOUT





MISCELLANEOUS PAYMENT RECPT#: 663588
TOWN OF OLD ORCHARD BEACH
1 PORTLAND AVE.

OLD ORCHARD BEACH, ME 04064

DATE: 07/21/25 TIME: 15:22:09
CLERK: clopresti DEPT:
CUSTOMER#:

COMMENT: SPEC EVENT PERMIT

CHG: TCREC TOWN CLERK RECE 150.00

AMOUNT PAID: 150.00

PAID BY: NE PARKINSON RIDE
PAYMENT METH: CHECK
1183

REFERENCE: NE PARKINSON

AMT TENDERED: 150.00
AMT APPLIED: 150.00
CHANGE: .00

AGENDA ITEM #8832

Discussion with Action: Renew the liquor license for Surfs Up LLC, Michael Harris and Matt Wolf, Surf 6 Restaurant, (306-2-9), 2 Cortland Avenue, m-s-v in a restaurant.

Chair: Shawn O'Neill

AGENDA ITEM #8833

Discussion with Action: Renew the liquor license for Big Daddy's Bar and Grill Inc., Guy Loranger, (307-3-4), 13 Old Orchard Street, m-s-v in a restaurant.

Chair: Shawn O'Neill

AGENDA ITEM #8834

Discussion with Action: Set the public hearing date of August 19th, 2025, to amend the Code of Ordinances, Chapter 42, Parks and Recreation, Section 42-256, Required, by adding that bonfires on the beach are prohibited unless co-sponsored by the Town.

Chair: Shawn O'Neill

NOTICE OF PUBLIC HEARING
MUNICIPAL OFFICERS OF THE TOWN OF
OLD ORCHARD BEACH

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on August 19, 2025, at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend the Code of Ordinances, Chapter 42, Parks and Recreation, Section 42-256, Required, by adding the underscored language and deleting the strikethrough language as follows:

No person may conduct a special event on public property without a special events permit issued by the town council pursuant to this subdivision. The application must be received at least 30 calendar days prior to the event.

Applications may be approved for up to three-years prior to the event; however, the applicant must meet with the department heads at least 60 days prior to the event for that year.

~~Bonfires~~, ~~S~~small gatherings, including weddings (less than 25 people), will require administrative approval only.

Bonfires of any size, and any open flames of any size, cooking grills of any type, including, but not limited to charcoal grills, propane grills, wood grills and gas grills, are prohibited on the Town beach unless co-sponsored by the Town of Old Orchard Beach.

Events at the ballpark will require an approved contract or agreement with the ballpark commission, and final administrative approval only, for events of less than 1,000 people; however, the town council reserves the right to place the application on the town council agenda before a contract is signed.

A change in date may be granted administratively due to a cancellation because of rain, snow, piping plovers, conflict with another event, or other needs that may arise.

Per Order of the Municipal Officers this _____ of August, 2025.

A True Copy

Attest:

Kim M. McLaughlin, Town Clerk

AGENDA ITEM #8835

Discussion with Action: Set a public hearing date of August 19th, 2025, to amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, Section 54-187, Restrictions and Prohibitions, Atlantic Avenue, by designating one handicap space in front of the VFW, 76 Atlantic Avenue, (MBLU 312-14-2).

Chair: Shawn O'Neill

ADJOURNMENT

Chair: Shawn O'Neill

NOTICE OF PUBLIC HEARING
MUNICIPAL OFFICERS OF THE TOWN OF
OLD ORCHARD BEACH

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on August 19, 2025, at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, Section 54-187, Restrictions and Prohibitions, Atlantic Avenue, by adding the underscored language as follows:

Atlantic Avenue. No vehicle shall be parked on Atlantic Avenue from West Grand Avenue to First Street; only diagonal parking between West Grand Avenue and the seawall (right side facing the ocean). No vehicle shall be parked on either side of Atlantic Ave. from First St. northwesterly for 100 feet. There will be one handicap space in front of the VFW, 76 Atlantic Avenue (MBLU 312-14-2).

Per Order of the Municipal Officers this _____ of August, 2025.

A True Copy
Attest:

Kim M. McLaughlin, Town Clerk