



Town of Old Orchard Beach
Office of the Town Manager

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www.oobmaine.com/town-council

Regular Town Council Meeting Minutes

September 16, 2025

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 16 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 9/16/2025.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	10/7/2025

Respectfully
Submitted,

Tim Fleury
Town Council
Secretary



Town Council - Meeting Agenda

September 16th, 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: Tim Fleury called roll. The following were present:

Chairman Shawn O'Neill

Diana Asanza, Town Manager

Tim Fleury, Town Council Secretary

V. Louise Reid, Councilor

Connor Rague, Councilor

Michael Tousignant, Councilor

Vice Chairman Blow had an excused absence.

ACKNOWLEDGEMENTS:

Chairman O'Neill - passing of Donn Erickson

GOOD & WELFARE:

Peter Guidi – Seagrass Inn owner – 31st annual Car Show – thanked all sponsors and celebrated the success of the show – enormous economic impact to Town – expressed guest concerns regarding absence of the parade – can be a balance between safety and excitement of the show – Town depends on tourist events like this one – would like to see it grow.

PRESENTATION:

Patricia Quinn, Executive Director of NNEPRA

ACCEPTANCE OF MINUTES:

Accept the minutes of the 9/2/2025 Regular Town Council Meeting.

Chair: Shawn O'Neill

Motion to accept: Councilor Reid

Second: Councilor Rague

Vote: 4-0

PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:

John DeBurro, (319-5-4-2), 17 Tunis Avenue #2, one (1) year-round short-term rental.

Jacqueline DeFrancesco, (305-4-1-203), 1 Cleaves Street #203, one (1) seasonal short-term rental.

Belinda Lynch, (322-8-9), 44 Maine Avenue, one (1) year-round rental.

Clementino and Silvana Palmeriello, (310-7-3), 62 West Grand Avenue, one (1) year-round rental.

Hannah Millstine, (210-1-3), 16 Ocean Park Road, one (1) year-round rental.

Gregory Damon, (312-6-3), 28 Fern Avenue, one (1) year-round short-term rental.

Ann and Brian Miller, (202-2-3-3A), 207 East Grand Avenue #3A, one (1) year-round rental.

Patrick Surette, (201-1-8-3C), 219 East Grand Avenue #3C, one (1) year-round short-term rental.

Chair: Shawn O'Neill

Chairman O'Neill opened the hearing at: 7:00 pm

Motion to accept: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

Chairman O'Neill closed the hearing at: 7:00 pm

PUBLIC HEARING – SPECIAL AMUSEMENT PERMITS & APPROVALS:

GFB Scottish Pub, LLC, (205-3-1), 32-34 Old Orchard Street, DJ, karaoke, live music, inside, 12:00pm to 12:00am, Sunday through Saturday. (no change)

Port Georgia LLC, Lazy Days Restaurant, (206-31-19), 4 First Street, live music, trivia, open mic, 3:00pm to 11:00pm inside, Sunday through Saturday. (3 pm to 10pm outside and inside last year)

Chair: Shawn O’Neill

Chairman O’Neill opened the hearing at: 7:01 pm

Motion to accept: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

Chairman O’Neill closed the hearing at: 7:01 pm

TOWN MANAGER REPORT

NEW BUSINESS:

AGENDA ITEM #8864

Discussion with Action: Change Charles Backus to an alternate position on the Conservation Commission, term to expire 12/31/2025; and change Mary Pat Donnellon from an alternate position to a regular position, term to expire 12/31/2027.

Chair: Shawn O'Neill

Motion to accept: Councilor Reid

Second: Councilor Rague

Vote: 4-0

AGENDA ITEM #8865

Discussion with Action: Re-appoint Patrick Surette as warden and Martha Conlan and Sandra Jones as Deputy Wardens, terms to expire 10/01/26.

Chair: Shawn O'Neill

Motion to accept: Councilor Reid

Second: Councilor Tousignant

Vote: 4-0

AGENDA ITEM #8866

Discussion with Action: Approve the bid from Casco Bay Ford for a 2026 Ford F-350 in the amount of \$49,985.00 and approve the quote from Messer Truck and Van for the aluminum flatbed and plow in the amount of \$18,569.51 for a total of \$68,554.51, to be funded by a lease purchase agreement through Maine Community Bank Leasing at 4.94% with annual payments for five (5) years in the amount of \$15,063.95 from account number 20197-50330 Lease Purchase Debt Service with a balance of \$426,708.91.

Chair: Shawn O'Neill

In the FY26 budget development the council approved the purchase of a pickup with flatbed and plow. Bid requests were sent to Yankee Ford, Casco Bay Ford and Rowe Ford.

Two bids were received, Casco Bay Ford and Rowe Ford. The recommendation is to award the bid to Casco Bay Ford for a 2026 Ford F-350 XL as low bid. The vehicle will be expected to arrive in eight weeks. Separately a quote for \$18,569.51 for the installation of the flatbed and plow was submitted by Messer Truck and Van.

Motion to accept: Councilor Rague

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8867

Discussion with Action: To approve the proposal from Resource Management Inc., in an amount not to exceed \$53,386.64, for the purchase of three (3) roll off containers to be used at the Waste Water Treatment Plant for bio-solids disposal, from account number 20161- 50340 Waste Tipping Disposal with a balance of \$203,319.89.

Chair: Shawn O'Neill

Recently Council approved a new contract for bio-solids disposal, and as a cost savings measure the bio-solids containers will be purchased instead of renting monthly. Over the 10-year contract, it is a savings of \$82,454.00. With the plant upgrade the need is for three (3) containers. RMI procured the containers based on their specifications.

Three bids were received, however one bid from Plum Container did not meet RMI's specifications:

- Durabac \$53,386.64
- Wastequip \$55,968.00

Recommendation is to award the bid to low bidder.

Motion to accept: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8868

Discussion with Action: Authorize the Town Manager to enter into MOA (Memorandum of Agreement) with York County Government for the purpose of accessing the 2025 Maine Public Safety Health and Wellness Reimbursement Fund.

Chair: Shawn O'Neill

York County received \$311,183.53 in a reimbursement grant from the State of Maine for Wellness Screenings, for first responders. This grant is open to all municipal public safety agencies in York County. The County will contract with United Diagnostic Services LLC to provide medical screenings, and this Memorandum of Agreement will allow Old Orchard Beach first responders to access the funds.

This program is designed for early detection, prevention, and actionable insights for first responders, making it the most comprehensive and practical choice for agencies while delivering the most impact on cost.

Motion to accept: Councilor Rague
Second: Councilor Reid
Vote: 4-0

AGENDA ITEM #8869

Discussion with Action: Authorize the Town Manager to apply for the FEMA Hazard Mitigation Assistance Program grant with an award of up to \$467,544.84 total with a local match not to exceed \$116,886.21 to be funded by in-kind staff hours and municipal funds.

Chair: Shawn O'Neill

This is a grant opportunity through FEMA/MEMA and the Hazard Mitigation Assistance Program for dune restoration. The grant funds will be used for the engineering and construction costs to provide resiliency to protect against a 100-year storm. The project area is at the Square around the Pier. This grant will have a local match which will include in-kind work such as:

- Administrative work performed by employees on the project.
- Public Works – when construction and sand is being hauled in – the labor for traffic control, assisting with snow fencing on dunes, cost of equipment used, etc.
- Fire Police for traffic control.
- Town office space for construction meetings.
- Town engineer or Code Enforcement inspections and monitoring.
- Staff and volunteers for dune grass planting.

Motion to accept: Councilor Tousignant

Second: Councilor Rague

Vote: 4-0

**Councilor Tousignant asked about the time frame – Town Manager Asanza –
Nov '25 – March '26**

AGENDA ITEM #8870

Discussion with Action: Shall the Town consider a request from Daily Double Enterprises LLC, to accept title and to accept and establish as town ways those developed portions of Blueberry Lane and Honeysuckle Drive together with all rights appurtenant thereto and all improvements situated therein or thereon, including, without limitation, any and all catch basins and drainage piping, guardrails, hydrants, curbing, street signs, sewer, and sidewalks (excepting snow removal) within the right-of-way, shown on a plan entitled “Sawgrass Subdivision, Amended Subdivision Plan” prepared by Atlantic Resources Consultants, last dated August 29, 2022, and a request from Johnathan N. Mazzaro and Jenifer P. Mazzaro to accept an easement and to accept a right and easement for the purposes of pedestrian and vehicle access, and the maintenance of roadway and utilities, running from the Northwest corner of Honeysuckle Drive over the northeast corner of a portion of Grantor’s property identified as MBL: 105A-1-L13, as described in the Access and Utilities Easement Deed from Johnathan N. Mazzaro and Jenifer P. Mazzaro to the Town of Old Orchard Beach, Maine, dated,

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Chair: Shawn O’Neill

A public hearing was held at the last Council meeting, 9/2/2025, as part of their consideration of a request to accept Blueberry Ln and Honeysuckle Dr. In addition to both roads and their right-of-way, the applicant is requesting public acceptance of catch basins and drainage piping within the right-of-way, guardrails, hydrants, curbing, street signs, sewer, and sidewalks (excepting snow removal).

Motion to accept: Councilor Reid

Second: Councilor Rague

Vote: 4-0

AGENDA ITEM #8871

Discussion with Action: Approve the Special Event Permit application for Special Olympics to hold their annual Lobster Dip on Thursday, January 1st, 2026 from 7am to when the “Dip” takes place at noon; clean up by 1pm. Parking allowed on one side of West Grand Avenue; two police officers required. Applicant must confirm and coordinate with the OOB Fire Department the following: that the Major Medical Emergency Response Team and the Maine State Police Dive Team will be available; and availability of on duty crews transport-incident dependent. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided one month prior to the event.

Chair: Shawn O’Neill

Motion to accept: Councilor Tousignant
Second: Councilor Rague
Vote: 4-0

AGENDA ITEM #8872

Discussion with Action: Renew the liquor license for GFB Scottish Pub, LLC, Kelly and Robert Greenlaw, GFB Scottish Pub, (205-3-1), 32-34 Old Orchard Street, m-s-v in a lounge.

Chair: Shawn O'Neill

Motion to accept: Councilor Rague

Second: Councilor Reid

Vote: 4-0

AGENDA ITEM #8873

Discussion with Action: Port Georgia LLC, David and Eric Begin, Lazy Days Restaurant, (206-31-19), 4 First Street, m-s-v in a restaurant.

Chair: Shawn O'Neill

Motion to accept: Councilor Tousignant

Second: Councilor Reid

Vote: 4-0

ADJOURNMENT

Chair: Shawn O'Neill

Motion to adjourn at: 7:18pm Councilor Rague

Second: Councilor Reid

Vote: 4-0