



**Town of Old Orchard Beach**  
*Office of the Town Manager*

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

# Regular Town Council Meeting Minutes

*December 9, 2025*

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 17 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 12/9/2025.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	1/6/2026

Respectfully  
Submitted,

Tim Fleury  
*Town Council*  
*Secretary*



## Town Council - Meeting Agenda

December 9, 2025 @ 6:30pm  
Council Chambers - 1 Portland Avenue

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

*\*Members of the public wishing to view the meeting from home may tune into Local Access TV (Channel 3 or 1301 - check with your provider) or by clicking the Meeting Videos link on oobmaine.com.)*

### PLEDGE OF ALLEGIANCE:

**ROLL CALL:** Tim Fleury called roll. The following were present:

Shawn O'Neill, Chair

Diana Asanza, Town Manager

Tim Fleury, Town Council Secretary

Connor Rague, Councilor

Michael Tousignant, Councilor

Jay Kelley, Councilor

Vice Chair Kenneth Blow had an excused absence.

### ACKNOWLEDGEMENTS:

Councilor Rague – Celebration by the Sea – great turnout and thanked department heads for assistance in putting on event – Town Manager Asanza – all departments worked hard to make it a big event – really captured holiday spirit. Huge turnout for stuff the cruiser and ambulance events.

## **GOOD & WELFARE:**

**Guy Fontaine** – Ballpark lighting – support repair of lighting – had some issues with statements made at meetings – before Rec took over – Mr. Fontaine read financial amounts from 2018 and 2020 and gave a breakdown on Ballpark expenses those years. Mr. Fontaine gave his opinion on the best way to repair the lights at the Ballpark and gave other manufacturers to consider. Mr. Fontaine suggested the cabling should be tested prior to installing new lights. Mr. Fontaine gave his opinion on the future of the Ballpark.

**Chairman O’Neill** – workshop was not rushed – narration was focused but not rushed.

**Stan Laurie** – 94 Wild Dunes Way - \$75 charge for parking lots hardship for seniors – Council should consider a complimentary senior parking pass, Scarborough, or a discounted rate for seniors – increase in taxes – seniors are living longer, could use 70 as the age break – benefit to retailers on main streets

**Jill Soule** – 31 Smithwheel – concerns on development on Smithwheel Road left with Tim Fleury to distribute to Council.

**Guy Fontaine** – gave quick background on his electrical knowledge.

## **PRESENTATION:**

### **ACCEPTANCE OF MINUTES:**

Accept the minutes from the 11/17/2025 Inaugural and Special Meetings and the 11/18/2025 Regular Meeting and Workshop.

Chair: Shawn O’Neill

**Motion to accept: Councilor Rague**

**Second: Councilor Tousignant**

**Vote: 4-0**

**PUBLIC HEARING – ORDINANCE AMENDMENTS:**

Shall the Town amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, Section 54-187 to establish three (3) parking spaces on Ross Road in front of MBL 102-2-10 for access to a carry-in boat launch on Mill Brook.

Chair: Shawn O’Neill

This item is to establish a parking area on Ross Road for access to Mill Brook for a carry-in boat launch.

**Chairman O’Neill opened the hearing at: 6:53 pm**

Chairman O’Neill – on Ross Road where culverts cross just before Kirby Auto – Councilor Tousignant – Little River is a state bird sanctuary, full of wildlife. Access restored to Little River after railroad fenced access along tracks. Conservation Commission has worked diligently to restore access. Great access to wildlife. Councilor Tousignant thanked everyone involved in making it happen.

Guy Fontaine – is it Town owned property? Room for more spots? – Would love to see more access to this area -

**Chairman O’Neill closed the hearing at: 6:59 pm**

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

James Felton, By the Sea Team, (203-1-9), 99 Portland Avenue, 1 Year-Round Rental.

Michael Barbieri, (313-2-4-1), 15 Bay Avenue #1, 1 Year-Round Rental.

Aja Aiken / Lina Bryant, (306-2-3-8), 5 Kinney Avenue #204, 1 Year-Round Short-Term Rental.

Lane Wunderli / Jeremy Raible, (206-19-2), 3 Echo Avenue Unit #A, 1 Year-Round Rental.

Victor Popov, (206-25-3), 20 Grove Avenue, 1 Year-Round Rental.

Tommy Adorno, (308-3-2), 5 Myrtle Avenue, 1 Year-Round Rental.

James F Kittredge, (318-8-6-67), 146 West Grand Avenue #67, 1 Year-Round Short-Term Rental

Anthony Coppla, The Tides Inn, (308-1-10), 105 Atlantic Avenue, 6 Year-Round Short-Term Rentals

Chair: Shawn O’Neill

**Chairman O’Neill opened the hearing at: 7:00 pm**

**Motion to approve: Councilor Tousignant**

**Second: Councilor Kelley**

**Vote: 4-0**

**Chairman O’Neill closed the hearing at: 7:00pm**

# TOWN MANAGER REPORT

**NEW BUSINESS:**

**AGENDA ITEM #8902**

**Discussion with Action:** Approve the quote from D&E LLC, for the construction of a 260' sidewalk on Staples Street in the amount of \$100,000 from account # 50002-50507 Sidewalk CIP with a balance of \$634,267.77.

Chair: Shawn O'Neill

Council would like to hold additional meetings to discuss sidewalk needs in Town as a whole.

**Motion to remove without prejudice: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**

## AGENDA ITEM #8903

**Discussion with Action:** Accept the proposal from Musco lighting for five (5) new Ballpark poles; A1, A2, B1, C1, and C2; to be installed by System Electrical Services CO Inc. in the amount of \$516,380 with \$160,000 from account #51002-50911 Ballpark Improvements with a balance of \$569,859.84 and \$356,380 from the Unassigned Fund Balance with a balance of \$12,856,382.44.

Chair: Shawn O'Neill

The Town Council held a Workshop on November 18<sup>th</sup> to discuss options for upgrading the lighting at the Ballpark. After discussion among the Council, the Town Manager, Recreation Director, and the Finance Director, it was determined the best course of action is to purchase the lighting now using capital funds appropriated for the lighting and the balance from the Unassigned Fund Balance to replace five poles at once at a costs savings of \$149,000.

**Councilor Rague** – when would construction start – Jason Webber, Recreation Director – immediately, ready for spring season – Councilor Rague – was it bid out? – Jason Webber – appreciate all the efforts the volunteers with the Ballpark Commission put into the facility – Mosco replaced a pole in Ballpark originally, did engineering study on system at that time.

**Councilor Tousignant** – asked to remove without prejudice based on Mr. Fontaine's comments during Good and Welfare – would like to see cabling tested – was cabling tested – Jason Webber – assumption made that cabling was tested during engineering study of entire system – Councilor Tousignant – would like more time to determine if cabling is up for the updates – support the lighting upgrades but would like total cost if cabling is faulty – wants to make sure all electrical grids are ready to handle upgrades – Chairman O'Neill

- suggests tabling so it is revisited at next meeting and if it still an issue, remove without prejudice then - Councilor Rague - can we contact other companies to see if they would accept other engineering study for quote? - Jason Webber - can make calls if directed by Town Manager - Mosco presents entire package including installation, other suppliers do not -

**Motion to table: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**

**AGENDA ITEM #8904**

**Discussion with Action:** Accept the resignation, with regret, of Christopher Hitchcock from the Planning Board.

Chair: Shawn O'Neill

**Motion to accept: Councilor Kelley**

**Second: Councilor Rague**

**Vote: 4-0**

## AGENDA ITEM #8905

**Discussion with Action:** Vote on the Settlement Agreement between Dominator Golf, LLC v. Town of Old Orchard Beach, Karen L. Fortier, George Greene.

Chair: Shawn O'Neill

Minor changes were made to the draft Settlement Agreement and need to be approved amongst all parties.

**Motion to remove without prejudice: Councilor Tousignant**

**Second: Councilor Kelley**

**Vote: 4-0**

## AGENDA ITEM #8906

**Discussion with Action:** Set the Public Hearing date of December 16<sup>th</sup>, 2025, to amend the Code of Ordinances, Chapter 18, Businesses, Article II, Licenses adding definitions for commercial rental license, rent, and residential rental license; changing the name of Chapter 18 from Businesses to Licensing; adding to Section 18-31, License Required, Expiration clarifying the residential rental license, commercial rental license, and business license; and deleting the following from Section 18-33 Application (a) (5): “unless the applicant has previously received a license under this article for the same business or activity at the same location and the license has been applied for prior to April 30 of the expiration year”.

Chair: Shawn O’Neill

Town staff identified the need to clarify sections of Chapter 18, Businesses, to better represent business activities in Old Orchard Beach.

Chairman O’Neill – been pushing for this to add rental licensing to business licensing.

**Motion to accept: Councilor Rague**

**Second: Councilor Kelley**

**Vote: 4-0**

## **AGENDA ITEM #8907**

**Discussion with Action:** Appoint Shirley Bartlett, Bartlett Assessing Services, LLC as the Town Assessor per Town Charter Article V, Section 512.

Chair: Shawn O'Neill

The Certified Maine Assessor will work with the Town's Deputy Assessor until she becomes a Certified Maine Assessor.

**Motion to accept: Councilor Tousignant**

**Second: Councilor Rague**

**Vote: 4-0**

## **AGENDA ITEM #8908**

**Discussion with Action:** Approve the contract from the Sutphen Corporation for the purchase of a new Fire Truck approved by the voters in the November 4<sup>th</sup>, 2025, Town Election, in the amount of \$1,200,000.00 and authorize the Town Manager to execute the contract.

Chair: Shawn O'Neill

The residents approved the purchase of a new Fire Truck at the November 4<sup>th</sup> election. This item authorizes the Town Manager to enter into a contract for its purchase.

**Motion to accept amended item: Councilor Kelley**

**Second: Councilor Rague**

**Vote: 4-0**

## AGENDA ITEM #8909

**Discussion with Action:** Revoke the business license of Kenia Tovar, Patron's Mexican Restaurant, (206-27-13), 8 Heath Street, victualers with prep and alcohol pursuant to Section 18-39 of the Town of Old Orchard Beach Code of Ordinances as recommended by the Administrative Review Board.

Chair: Shawn O'Neill

Applicant was not adequately notified of Admin Review Board hearing.

**Motion to remove without prejudice: Councilor Tousignant**  
**Second: Councilor Rague**  
**Vote: 4-0**

**AGENDA ITEM #8910**

**Discussion with Action:** Accept the resignation of Edwin Bones from the Zoning Board of Appeals Board.

Chair: Shawn O'Neill

**Motion to accept: Councilor Kelley**

**Second: Councilor Tousignant**

**Vote: 4-0**

**Executive Session:** The Town Council will be holding an Executive Session for the discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body, or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions under Title 1 M.R.S.A. Section 405 (6) (D), and the Council anticipates that the discussion will be held in executive session.

**Motion to enter into executive session at 7:22pm: Councilor Kelley**

**Second: Councilor Rague**

**Vote: 4-0**

**Motion to exit executive session at 7:52 pm: Councilor Kelley**

**Second: Councilor Rague**

**Vote 4-0**

**ADJOURNMENT**

**Motion to adjourn at 7:52 pm: Councilor Rague**

**Second: Councilor Kelley**

**Vote 4-0**

**Chair: Shawn O'Neill**