



Town of Old Orchard Beach
Office of the Town Manager

1 Portland Ave, Old Orchard Beach, Maine

Phone: 207.937.5626

Web: www.oobmaine.com or

www.oobmaine.com/town-council

Regular Town Council Meeting Minutes

March 3, 2026

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 20 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 3/3/2026.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	3/17/2026

Respectfully
Submitted,

Tim Fleury
Town Council
Secretary



Town Council - Meeting Agenda

March 3, 2026 @ 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:

Shawn O'Neill, Chair

Vice Chairman Kenneth Blow

Jay Kelley, Councilor

Diana Asanza, Town Manager

Tim Fleury, Town Council Secretary

Michael Tousignant, Councilor

Councilor Rague had an excused absence.

Vice Chair Blow made a motion to add emergency agenda item #8967 as listed below.

Motion: Vice Chair Blow

Second: Councilor Kelley

Vote: 4-0

Discussion with action: Confirm the Appointment of Jeremy Court as

Wastewater Superintendent effective March 9, 2026, at an annual salary in the amount of \$120,000.00.

ACKNOWLEDGEMENTS:

Chairman O'Neill – DPW – long storms and roads are clear – thanked them for their hard effort this season.

GOOD & WELFARE:

PRESENTATION:

ACCEPTANCE OF MINUTES:

Accept the minutes from the 2/17/2026 Regular Town Council Meeting.

Chair: Shawn O'Neill

Motion to accept: Councilor Tousignant

Second: Councilor Kelley

Vote: 4-0

PUBLIC HEARING – BUSINESS LICENSE & APPROVALS:

David Roberts, 65 East Grand Avenue, 304-1-6, 2 Year-Round Short-Term Rentals.

Oceanside Resort LLC, Skylark Beach Inn, 2 Brown Street, 305-1-1, 22 Year-Round Short-Term Rentals.

Francois Vachon, 191 East Grand Avenue #606, 301-6-1-606, 1 Year-Round Rental.

Chair: Shawn O'Neill

Chairman O'Neill opened the hearing at: 6:31 pm

Motion to accept: Councilor Tousignant

Second: Councilor Kelley

Vote: 4-0

Chairman O'Neill closed the hearing at: 6:31 pm

PUBLIC HEARING – SPECIAL AMUSEMENT PERMITS & APPROVALS:

RAR Surfside Inc, Royal Anchor Resort, 202-1-5, 203 East Grand Avenue, Live Music, Outside, 10:00am to 9:00pm. Sunday thru Saturday. No change.

Chair: Shawn O'Neill

Chairman O'Neill opened the hearing at: 6:32 pm

Sharon Joncas – 6 Parcher Avenue – concern on noise coming from Royal Anchor – supports local business but wants clarification on decibel reading for noise – Police Chief Elise Chard – met with neighbors and Rick Haskell, code enforcement – 9 calls for service during season, 1 meter reading taken – Vice Chair Blow – decibel level will be in effect either if the license is approved or not approved tonight – doesn't believe it fair not to issue license – Sharon Joncas – wants to make sure enforcement isn't up to neighbors – want to be good neighbors – Chief Chard – need to make sure it's the official PD reading that is being used for enforcement purposes – Chairman O'Neill – want to make sure ordinance is clarified if needed – workshop potential – doesn't believe holding up the license is the right move but clarification on the ordinance is needed.

Motion to accept: Vice Chair Blow

Second: Councilor Tousignant

Vote: 4-0

Chairman O'Neill closed the hearing at: 6:40 pm

TOWN MANAGER REPORT

NEW BUSINESS:

AGENDA ITEM #8956

Discussion with Action: Shall the Town consider a request from the Village at Pond View Woods Homeowners Association to accept title and to accept and establish as town ways those developed portions of Bouchard Court, Paige Avenue and Casey Lane as depicted on the subdivision plan entitled “Final Plan, Orchard Ridge Estates, Portland Avenue, Old Orchard Beach, Maine,” by BH2M, dated November 2014, recorded in the York County Registry of Deeds in Plan Book 375, Page 44, together with all of the rights appurtenant thereto and all guardrails, hydrants, curbing, catch basins and associated drainage piping situated in or under said roadway right of way, but specifically excluding any sidewalks, stormwater runoff systems, electrical, sewer, gas and other utility infrastructure, bollards, lampposts, lights and lighting facilities for all of which the Grantor reserves and retains an easement for the installation, use and maintenance thereof. Notwithstanding the grant of catch basins and associated drainage piping, the Grantor herein shall be responsible for the maintenance of any vegetated soil filters and stormwater facilities located outside the said right of way. As described in the Warranty Deed from The Village at Pond View Woods Homeowners Association to the Town of Old Orchard Beach, Maine, dated _____.

Chair: Shawn O’Neill

Council will begin considering a request from the Village at Pond View Woods Homeowners Association (Pond View HOA) to accept Bouchard Court, Paige Avenue and Casey Lane. In addition to both roads and their right-of-way, Pond View HOA is requesting public acceptance of guardrails, hydrants, curbing, catch basins and associated drainage piping situated in or under the road’s right-of-way.

Motion to accept: Vice Chair Blow
Second: Councilor Tousignant
Vote: 4-0

AGENDA ITEM #8957

Discussion with Action: Shall the Town amend the Code of Ordinances, Chapter 34, Section 34-26 and Chapter 78, Sections 78-1, 78-212 (a), 78-213 (b), 78-717 (1), 78-721, 78-747 (1), 78-750, 78-802, 78-805, 78-832, 78-835, 78-992, 78-994, 78-2128. The purpose of these amendments is to increase housing opportunities for J1 and H2B visa holders.

Chair: Shawn O'Neill

The proposed amendments include the following relaxed standards to increase housing opportunities:

- J1 Visa Holders Housing (VHH) are exempted from all zoning density requirements, parking requirements, and planning board review.
- H2B VHH are exempt from all zoning density requirements, planning board review, and parking requirements if the property owner provides a letter stating the H2B Visa Holder will not have a vehicle parked on site.

J1 and H2B VHH are allowed in the DD1, DD2, GB1, GB2, and BRD districts but must be located within existing lodging uses or buildings with 3 or more dwellings.

J1 and H2B VHH must secure a license from the town before occupancy is allowed.

Motion to accept: Vice Chair Blow

Vice Chair Blow – inquired about parking requirements for H2B housing

Second: Councilor Kelley

Vote: 4-0

AGENDA ITEM #8958

Discussion with Action: Approve the quote from Perma-Line Corp for 128 Parking Signs in the amount of \$8,761.00 from account #20132-50836 Police Department Signs with a balance of \$21,998.51.

Chair: Shawn O'Neill

The Police Department identified parking signs in Town that need replacement because they are in poor condition due to weather and age.

Additionally, some of these signs will be utilized to properly add signage to newly created parking areas throughout town.

The vendor is proprietary as they were previously chosen to provide signs and sign blanks used by parking enforcement.

Motion to accept: Vice Chair Blow

Second: Councilor Tousignant

Councilor Tousignant inquired about where the signs are going and what they are replacing.

Vote: 4-0

AGENDA ITEM #8959

Discussion with Action: Approve the quote from Harrison Shrader Enterprises for the purchase of eight (8) Elkhart Nozzles in the amount of \$9,472.00 from account #20138-50501 Fire Department Operating Supplies and Equipment with a balance of \$31,705.33.

Chair: Shawn O'Neill

This item was approved as part of the FY 26 operating budget.

These low-pressure nozzles reduce the physical force, allowing for safer, easier, and more control handling by firefighters. At 150 gallons per minute, they provide high volume which is essential with modern building materials. The increased gallonage will allow for faster extinguishment in turn resulting in a reduction of property damage.

Fire Department personnel participated in nozzle demos to determine the most appropriate equipment to purchase. HSE Fire/Safety Equipment is the sole source vendor for all current fire hoses purchased by the fire department.

Motion to accept: Councilor Tousignant

Second: Councilor Kelley

Vote: 4-0

AGENDA ITEM #8960

Discussion with Action: Approve the quote from Witmer Public Safety for the purchase of three (3) SEEK Thermal Truck Bundles in the amount of \$17,582.29 from account #52002-50861 Fire Department SCBA Equipment and Upgrades Capital with a balance of \$52,866.86.

Chair: Shawn O'Neill

This item was approved as part of the FY 26 Capital Budget.

Fire Department Personnel reviewed and evaluated multiple thermal imaging cameras across several different platforms. They worked with several different vendors to evaluate the cameras in both simulated and live fire events. The SEEK bundle package was chosen as a value driven opportunity that allows them to purchase (3) decision making (fire environment) cameras and (6) situational (awareness & investigative) cameras to be deployed across our apparatus. This helps the Fire Department get closer to achieving their goal of having a thermal imaging camera for every on-duty firefighter position.

Once the Seek platform was identified as an ideal solution to our needs two vendors were contacted for quotes, and Witmer is low bid:

Witmer: (3) SEEK Thermal New Engine Truck Bundle p/n: FQ-PBVX@
\$17,582.29

HSE: (3) SEEK Thermal New Engine Truck Bundle p/n: FQ-PBVX@ \$20,824.50

Motion to accept: Councilor Kelley

Second: Councilor Tousignant

Vote: 4-0

AGENDA ITEM #8961

Discussion with Action: Approve the quote from Cunningham Security Systems for a Fire Panel Upgrade in the Town Hall in the amount of \$11,978.79 from account #51002-50842 Town Hall Improvements Expense CIP with a balance of \$364,648.00.

Chair: Shawn O'Neill

Motion to remove w/o prejudice: Councilor Tousignant
Second: Councilor Kelley
Vote: 4-0

AGENDA ITEM #8962

Discussion with Action: Approve the Special Event Permit application for 5k Sports Race Management to hold a road race on Saturday, March 21st, 2026, from 6 a.m. to Noon. Two Old Orchard Beach police officers are required and must be booked at least two weeks prior to the event; any cancellation of the event must be at least one week prior to the event. Insurance, listing the Town of Old Orchard Beach as additionally insured, must be provided to the Town Clerk's Office at least two weeks in advance of the event.

Chair: Shawn O'Neill

Motion to accept: Vice Chair Blow
Second: Councilor Kelley
Vote: 4-0

AGENDA ITEM #8963

Discussion with Action: Convey foreclosed property identified as 11 DEER ISLE DR, parcel number T0235-00000-00000 to owner of record JOSEPH INKPEN, for the total amount of \$3,091.41 in outstanding taxes and accumulated interest, due on the effective date of conveyance, including FY24, FY25 & FY26 taxes, plus any legal costs incurred by the Town of Old Orchard Beach.

Chair: Shawn O'Neill

Motion to accept: Vice Chair Blow
Second: Councilor Kelley
Vote: 4-0

AGENDA ITEM #8964

Discussion with Action: Approve the bid from Arundel Ford for a 2026 Ford Transit 15-passenger van in the amount of \$59,641.00 to be funded by a lease purchase agreement through Androscoggin Bank at 4.95% with annual payments for five (5) years in the amount of \$13,107.70 from account #20197-50330 Lease Purchase Debt Service with a balance of \$208,301.70.

Chair: Shawn O'Neill

This item was approved for the Recreation Department as part of the FY 26 Capital Budget as a lease purchase.

The 2026 Ford Transit 15-Passenger Van will support Recreation Department programming and transportation needs.

As part of the procurement process, the Town solicited pricing from multiple dealerships and received 3 bids and Arundel Ford was low bid.

The following proposals for comparable vehicles, all quoted with similar equipment including the trailer tow package, blind-spot monitoring system, extended fuel tank, remote start, and running boards:

- Arundel Ford: Total cost \$59,641
- Casco Bay Ford: Total cost \$61,493
- McFarland Ford (Portsmouth, NH): Total cost \$64,180.

Motion to accept: Councilor Tousignant

Second: Councilor Kelley

Vote: 4-0

AGENDA ITEM #8965

Discussion with Action: Approve the quote from Anchor Fence for the replacement of the Ballpark fence in the amount of \$20,195.00 from account #51002-50911 Ballpark Improvement and Repair CIP with a balance of \$218,384.84.

Chair: Shawn O'Neill

The Recreation Department identified that the fence surrounding the ballpark is in need of replacement due to deteriorated and rotted wood, as well as uneven sections caused by years of frost heaves. The current condition presents security concerns, impacts game play, and affects the overall appearance of the facility.

They received three quotes for the replacement of the fence:

- Seacoast Fence Company: \$18,950
- Anchor Fence: \$20,195
- Horizon Fence: \$24,578.48

They are recommending Anchor Fence for this project even though it was not low bid because the Town has worked with Anchor Fence in the past, and they have consistently been reliable and responsive. In addition, Anchor Fence has guaranteed completion of the work prior to the start of the baseball season in April, which is critical for scheduled games and programs.

To help reduce overall project costs, Recreation staff removed the existing fence during February vacation. This work was completed in-house while staff were already on payroll, allowing us to avoid additional demolition or removal costs.

Rec Director Jason Webber – removing wooden fence from first base and

third base sides with chain-link fencing

Motion to accept: Councilor Tousignant

Second: Councilor Kelley

Vote: 4-0

AGENDA ITEM #8966

Discussion with Action: Award the Seasonal Maintenance and Trash Removal Services RFP to Defining Lines, Inc., dba Enviro Solutions in the amount of \$325,008.75 for 2026, \$336,008.75 for 2027, and \$347,008.75 for 2028 from account #20151-50318 Public Works Beach Cleaners Expense with a projected FY27 balance of \$325,009.00.

Chair: Shawn O'Neill

The Town released the Seasonal Maintenance and Trash Removal Services RFP on February 2nd, 2026. Only one bid was returned from Defining Lines, Inc. dba Enviro Solution.

Enviro Solution has been awarded the contract for the past 12 years.

Motion to accept: Councilor Tousignant

Second: Vice Chair Blow

Town Manager Asanza – went over RFP process and scope of work – 6.5% increase over last season – Vice Chair Blow – power washing? – Town Manager Asanza – works closely with DPW in the process – Councilor Tousignant – does this include new Union Street facility – Town Manager Asanza – yes

Vote: 4-0

AGENDA ITEM #8967

Discussion with Action: Confirm the Appointment of Jeremy Court as Wastewater Superintendent effective March 9, 2026, at an annual salary in the amount of \$120,000.00.

Chair: Shawn O'Neill

Town Manager Asanza – gave a quick introduction to Jeremy Court

Motion to accept: Vice Chair Blow

Second: Councilor Kelley

Vote: 4-0

ADJOURNMENT

Chair: Shawn O'Neill

Motion to adjourn at 7:05pm: Vice Chair Blow

Second: Councilor Kelley

Vote: 4-0