



Town of Old Orchard Beach
Office of the Town Manager

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www.oobmaine.com/town-council

Town Council Budget Workshop Minutes

May, 13, 2026

I, Tim Fleury, Secretary to the Town Council of Old Orchard Beach, Maine, do hereby certify that the foregoing document consisting of 13 pages is a copy of the original minutes from the regular meeting of the Old Orchard Beach Town Council held on 5/13/2026.

Prepared By:	Tim Fleury
Approved By:	Old Orchard Beach Town Council
Approval Date:	8/18/2026

Respectfully
Submitted,

A handwritten signature in blue ink, appearing to read "Tim Fleury", written over a horizontal line.

Tim Fleury
Town Council
Secretary



Town Council Budget Workshop Agenda

**May 13th, 2026 @ 6:00pm
Council Chambers - 1 Portland Avenue**

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**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.)*

The Town Council is hosting a Workshop on Wednesday, May 13th, 2026, at 6:00 pm to discuss Fiscal Year 2027 proposed operating and CIP budgets for:

- Assessing
- Edith Belle Memorial Library
- Town Clerk
- York County Tax Assessment
- Tax Abatement Expense
- Contingency Expense
- Street Lights Expense
- Solid Waste Expense

Chair: Shawn O'Neill

Vice Chairman Blow opened the workshop at 6:00pm. Town Manager Asanza, Finance Director Patenaude, Assessor Nicole Axelsen, Town Clerk Kim McLaughlin, Library Director Lee Koenigs, and Mary Pat Donnellon and Mark Koenigs from the Conservation Commission were present to answer Council

questions on the FY 27 budget.

Town Manager Asanza explained the drivers for the Assessing budget.

Councilor Rague – operational question – Can we approach vendors directly when we go out to bid? – Town Manager Asanza – yes, we have reached out to vendors directly when releasing RFPs. – Nicole Axelsen – guessing 18 months for the entire process – like to select vendor now to start process – Vice Chair Blow – wants to make sure we're moving forward so it doesn't get put aside for another year – want to make sure businesses have a large enough lead time to adjust prices prior to revaluations

Town Manager Asanza and Library Director Lee Koenigs presented the Edith Memorial Belle Library budget

Director Koenigs – Operating increases – Audit – professional accounting – up 25% RHR Smith, payments now in previous fiscal year – State Unemployment – from \$582 to \$900 – kept other lines flat that they can control – Maintenance – 33% decrease – increase last year for needed repairs, not needed this year –

Town Manager Asanza presented the Solid Waste budget

Increase .5% – based on new contracts – tipping fees, \$20k less than projected – Waste Collection – up \$24k, contract increases 4% yearly – Food waste disposal service – popular with residents, only 2 carts – Conservation Committee approached TM with options – Casella offered program – 6-8 carts initially, annual cost is \$6,500 for 6 carts – weekly cart pickup – Mary Pat Donellon – gave a rundown of existing program in Ocean Park and explained the new system with Casella – Vice Chair Blow – cost of 2 existing totes –

\$3,500 yearly to Garbage to Garden – Vice Chair Blow – concern on break even costs and expansion of the program that costs too much to operate – Councilor Rague – in town compost option? – Vice Chair Blow – could potentially compost with leaves up at DPW – would like to look into keeping it in Town as an alternative –

Town Clerk –

Up 7% – main driver is payroll – 5% COLA – November election, new software, and tabulation machines –

Services Contracts – decrease of 14% – archiving meeting minutes and books for archives – Clerk Base software, track boards and committee members terms – \$3,145 annually, \$250 initial setup charge – FOAA Civic Plus software, \$10k a year – Vice Chair Blow – how many books were done last year? – 5 more books need to be completed, budgeting for 4, Vice Chair Blow – might as well do 5 before costs go up – Town Manager Asanza – add \$7,000 to line for the additional book –

York County Tax expense – up 10.45% – \$200k increase – Vice Chair Blow – have no control over this amount

Contingency – level funded \$150,000 – Councilor Rague – what do we use it for in the past? – consultants, organ repairs, misc. expense

Streetlights – level funded –

Tax Abatement Expense – level funded – abatements handled through Assessing department and Senior tax assistant program – 78 residents approved last year – Vice Chair Blow – what's the average that residents are

approved for? - \$328 per person - Vice Chair Blow would like to see that increased but doesn't want to make decision without all Councilors present - would like to go to \$50,000 - **wants to do revisit with all Councilors present** - Town Manager Asanza - assessors do great job of providing information - on back of tax bill -

Vice Chair Blow - wanted to clarify that Councilor Rague proposed the idea of composting directly in Town at Public Works -

Vice Chair Blow closed the workshop at 7:00pm

20106 Assessing: \$341,254

Decrease of \$10,250 (-2.92%) (Page 6 of Crystal Report)

50101, 50106 Department Head and Full Time Wages: \$265,529 Increase of \$18,050 (7.29%). This increase reflects a 5% COLA for all nonunion full-time employees, and staffing changes in the department. A Deputy Assessor was hired in March of this year, and the department is now fully staffed.

50251, 50252 Conferences/Training and Travel/Food/Lodging: \$7,000 Increase of 2,200 (45.83%) This increase is based on year-to-date and prior-year-to-date expenses for professional development for three full-time staff members.

50300 Professional Engineering: \$45,500 Decrease of \$31,000 (-40.52%) This decrease is based on a request to carry forward \$50,000 from the FY26 budget for the commercial property revaluation, which will be re-bid in FY 27. The department initiated a bid process in FY 26, however no bids were received. In addition, the department is requesting \$25,000 for a complete residential statistical update, and \$9,000 to continue the agreement with the Assessing consultant to assist with the FY 27 commitment.

20107 Town Clerk: \$370,272

Increase of \$24,178 (7%) (Pages 6-8 of Crystal Report)

50101,50106, Full Time Employee Wages: \$217,409 Increase of \$10,329 (5%). This increase reflects a 5% COLA for non-union full-time employees.

50106 Part Time Employee Wages: \$69,000 Increase of \$20,075 (41.03%). The increase reflects additional staffing needs associated with the upcoming November gubernatorial election. It also includes costs for staff training on updates to the CVR system and the implementation of new tabulating machines.

50310 Service Contract Expense: \$42,393 Decrease of \$6,926 (-14.04%) In FY26, Council level funded this line from FY25 and the additional funds were used to continue archiving Council meeting minutes. For FY27, the budget returns to the standard practice of producing 4 archival books at a cost of \$18,000.

The FY 27 request also includes funding for two new software programs:

- ClerkBase – a software program used to track Board and Committee member terms. The annual fee is \$3,145 with a one-time set up charge of \$250 for a total of \$3,395.
- Next Request FOAA Software through CivicPlus – this was previously authorized by Council in FY 26. The annual cost for this program is \$10,498.

Both of these programs will improve records management and compliance with public information requests which are now handled manually.

20116 York County Tax Expense: \$1,419,290

Increase of \$134,261 (10.45%) (Page 11 of Crystal Report)

50350 Annual Appropriation: \$1,419,290 Increase of \$134,261 (10.45%) This increase is based on our state valuation.

Recommended Budget Change: Increase to \$1,490,553 which is an increase of this amount to \$71,263 based on the updated FY 27 Tax Assessment received after the initial budget presentation.

20163 Solid Waste: \$996,000

Increase of \$4,825 (.49%) (Page 26 of Crystal Report)

50340, 50341 Waste Tipping and Waste Collection: \$996,000 Increase of \$4, 825 (.49%)

Waste Tipping

- Current year-to-date trends indicate a \$20,000 decrease in expenses.
- Casella disposal contract runs through June 30, 2035, with a 5% annual increase.
- Based on current year-to-date totals, the FY27 projection is \$354,000, which is \$11,000 lower than FY26.

Waste Collection

- FY27 projected cost: \$651,000.
- This is an increase of \$24,825 from FY26.
- Contract with Casella includes a 4% annual increase and expires June 30, 2027.

20175 Libby Memorial Library: \$492,500

Increase of \$6,302 (1.30%) (Page 29 of Crystal Report)

Based on Libby Memorial Library budget recommendations.

20196 Tax Abatement: \$50,000

Level Fund (Pages 31-32 of Crystal Report)

This line funds \$25,000 for Tax Abatements and \$25,000 for our Senior Property Tax Assistance Program. In FY26, the senior property tax program had 100 applications, of which 78 residents were approved to receive assistance.

20140 Street Lights: \$185,000

Level Fund (Page 20 of Crystal Report)

This line is level funded based on year-to-date projection for June 30, \$185,000 will be sufficient, even with the increase in electricity cost.

20118 Contingency: \$150,000

Level Fund (Page 11 of Crystal Report)