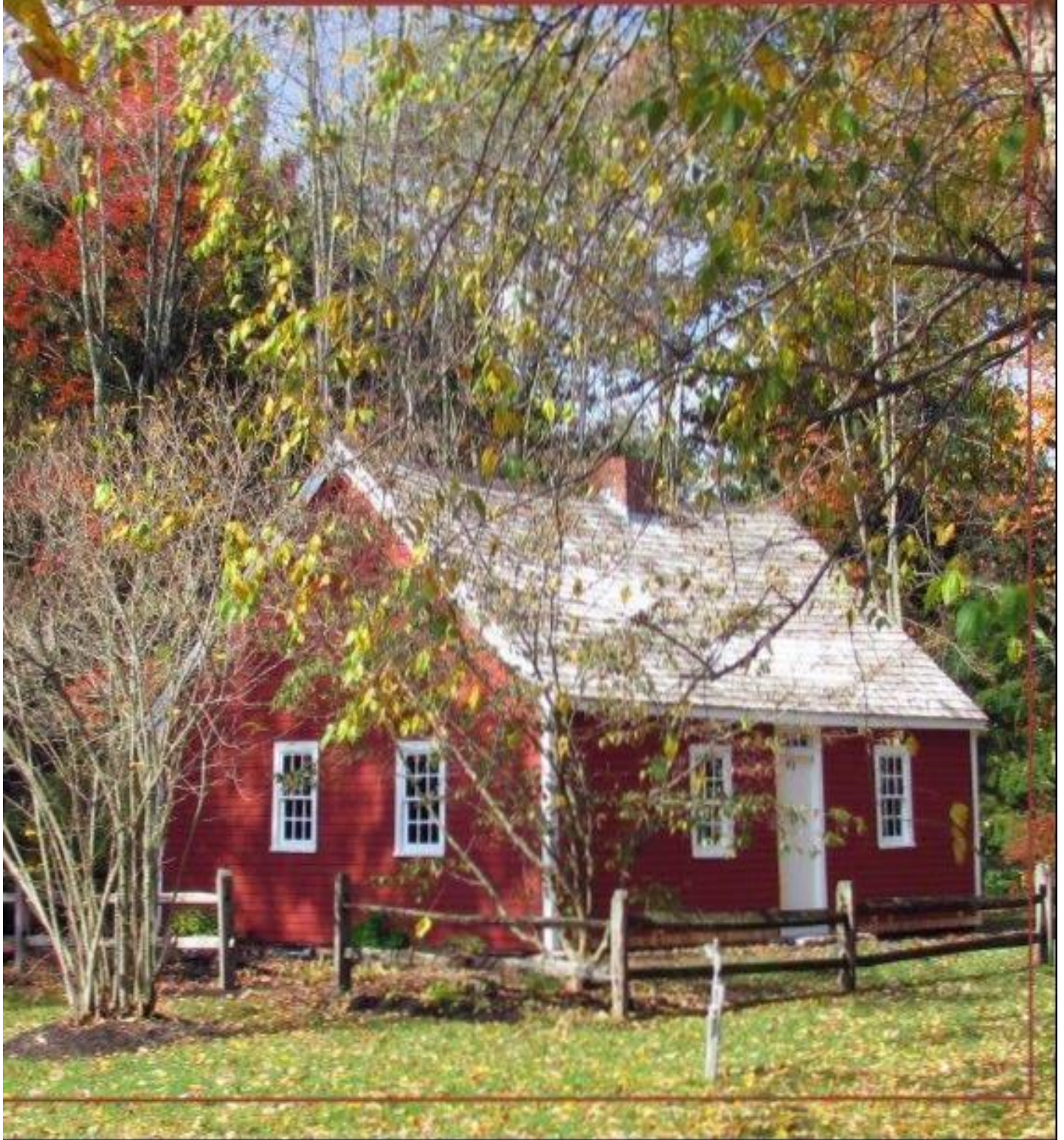


Town of Scarborough

2018 Annual Report



SCARBOROUGH TOWN COUNCIL



Front row left to right: Tody Justice, Town Clerk, William Donovan, Chairman, Thomas Hall, Town Manager – Back row left to right: Will Rowan, Peter Hayes, Katy Foley, Jean-Marie Caterina, Chris Caiazzo, Vice Chair, and Shawn Babine

WILLIAM DONOVAN
CHAIR

883-9168
9 Harmons Island

CHRISTOPHER CAIAZZO
VICE-CHAIR

883-6482
17 Elmwood Avenue

SHAWN BABINE

270-0805
1 Summerfield Lane

JEAN-MARIE CATERINA

318-3440
311 Gorham Road

KATY FOLEY

730-2081
3 Lucky Lane

PETER HAYES

885-5512
5 Indian Hill Lane

WILL ROWAN

740-6162
14 Bonneygrove Drive

THOMAS J. HALL
TOWN MANAGER

730-4030

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*Letter of Transmittal From The***TOWN MANAGER**

*Thomas J. Hall
Town Manager*

To the Citizens of Scarborough:

It is my privilege to present to the citizens of Scarborough some of the highlights on the operations of the Town of Scarborough for the fiscal year ending June 30, 2018. As you review this report, I hope you will find useful information relating to the Town and specific initiatives of the past year. Below are a number of highlights I find most noteworthy:

- **Public Safety Building** – I believe advancing this initiative was the single greatest accomplishment of the year. Due largely to the fine efforts of a citizens lead Ad-Hoc Committee and the talents of a professional design team, the new combined Public Safety Building gained the support of the voters at the general election in November. In the months leading up to the vote the initial charge to the Ad-Hoc Public Safety Building Committee was changed to focus on education, outreach and promotion of the project. Following the successful vote the charge to the Committee was modified again to include them in the final design and construction phases of the project.
- **Budget** –The sustained collaboration with the Board of Education required a great deal of commitment from staff and elected officials and the result justified the effort as the validation process for the school budget passed on the first public vote. I believe one of the factors that contributed to support of the budget on the first vote was the fact that staff instituted “Listen to Learn” meetings with residents before the budget was presented and the elected officials held “Neighborhood Budget Outreach” meetings throughout the budget review process. We are reminded of our challenges in garnering voter support of the budget as the FY 2018 took three votes and extended into late August. We continue our efforts to produce budget documents that strike the appropriate balance between understandable information for residents and sufficient detail.
- **Comprehensive Plan Update**- The Town began the process to update the Comprehensive Plan, which was last updated in 2006. The process began with the selection of a consultant and a three-day community engagement exercise to solicit initial input from residents. This initiative is of upmost importance in that the document articulates our priorities and the vision of how Scarborough is to grow in the future. Success of this process will depend our ability to solicit public input and synthesize this information into a coherent vision for the future.
- **Affordable Housing**- With our success in collecting in-lieu fees for affordable housing the Town has been able to leverage these funds with private investment to produce affordable housing options. In particular, Town invested \$100,000 each in two important projects, Avesta Housing’s renovation/historic preservation of the Southgate House as well as the expansion of Bessey Commons. Significant funds remain to support affordable housing and the Affordable Housing Alliance solicited proposals from developers to partner and leverage these funds. This project is ongoing and will likely be pivotal in our quest to produce affordable housing alternatives.

Town Manager's Report Continued:

- **Discontinuance of Avenue 2-** This matter has been lingering for several years but was finally resolved this year with the Town Council discontinuing Avenue 2 to the abutters, but holding back conservation and access easements. This approach will assure that by all outward appearances the area will remain unchanged, although improved, and most importantly assure public access to the beach in perpetuity. This negotiated approach will likely serve as a model for how to consider such requests in the future.
- **Ordinance Changes-** The Town Council approved several significant ordinance changes that should serve the needs of residents well. First, building off the protections in the Good Neighbor Ordinance from the previous year, changes were approved to the Special Amusement License process that requires notice to abutters. Also, regulations related to Temporary Signs were modified to limit the location and duration that temporary signs can be placed. Further improvements were made to the Senior Property Tax Relief program that expanded eligibility, resulting in over 300 residents receiving as much as a \$600 rebate on their property taxes. Lastly, the Town imposed a moratorium on adult-use marijuana to allow time for the Legislature to consider legislation and rule-making.
- **Scarborough Downs –** There was an exciting development this year in that a group of local investors, the Risbara and Michaud families, purchased the former Scarborough Downs property. All indications are that they wish to develop the property consistent with the vision expressed in the Comprehensive Plan. The Town Council made several modifications to the Crossroads Zone to accommodate the development of the property.
- **Recall of Elected Officials-** A citizen's initiative was undertaken and was ultimately successful in removing three elected officials from the Board of Education. This process was tumultuous to the community and there were very strongly held opinions on both sides of the issue. It is my hope that the Town can overcome this divisiveness in the future.

None of these accomplishments could have been possible without a competent and professional staff, a committed group of elected and appointed officials and an engaged public. I am committed to the notions of transparency and good government and will do everything in my power to engage the public. It has been an honor to serve this wonderful community – I look forward to the challenges and opportunities of the future.

Respectfully submitted,
Thomas J. Hall, Town Manager

Report from the

TOWN CLERK

To the Town Manager, Town Council, and Citizens of Scarborough:



Yolande P. Justice
Town Clerk

It is with pleasure that I submit my report from the Town Clerk's Office for fiscal year July 1, 2017, through June 30, 2018.

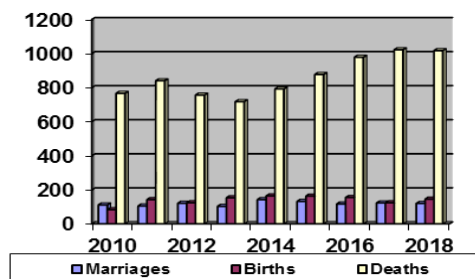
The following Elections were held:

Tuesday, July 25, 2017, Second School Budget Validation Referendum was held and failed; Tuesday, September 5, 2017, third School Budget Validation Referendum Election was held and it passed; Tuesday, November 7, 2017, the State General & Referendum Elections and the Municipal Elections were held to elect members to the Town Council, Board of Education, and Trustees to the Sanitary District. A Special Recall Election on 3 School Board members was held on Tuesday, May 8, 2018. On Tuesday, June 12, 2018, the State Primary/Referendum Election was held along with the School Budget Validation Referendum Election, which passed on first vote.

The Town Council holds two regularly scheduled meetings a month, except for July and August when the Council only holds one meeting each month - totaling 22 over the course of a year with 2 meetings being canceled due to weather and 8 special meetings. In addition, there were a total of 41 public hearings.

Vital statistics include records of marriages, births, and deaths and are part of the records in the Clerk's Office. The births and deaths are recorded in three locations within the state: 1) Place of residency, 2) Place of occurrence, and 3) the State Office of Vital Statistics in Augusta. The marriages are recorded in the municipality in which the license was obtained and the State Office of Vital Statistics in Augusta.

During the past fiscal year a total of 120 marriages licenses were issued, 1,017 deaths and 145 births were filed with the Town Clerk's Office.



As required by Maine Law, any dog 6 months or older is required to be licensed. To license your dog you will need to provide a current Maine State Rabies Certificate and a spayed or neutered certificate, if applicable. The fee is \$6.00, if you dog has been spayed/neutered and \$11.00 if your dog has not. For more information please contact the Town Clerk's Office at 207-730-4020.

Town Clerk's Report Continued

The following items were issued by the Town Clerk's Office during the Fiscal Year - July 1, 2017, through June 30, 2018:

Items Issued by the Town Clerk's Office:

5,077	Approximately Certified Copies
623	Burial Permits
7	Coin-Operator's Licenses
0	Ice Cream Truck Licenses
147	Food Handler's Licenses
20	Innkeepers Licenses
4	Junkyard Permits
1	Mass Gathering Permits
2	Massage Establishment Licenses
11	Massage Therapist/Establishment License
5	Massage Therapist Licenses
3	Mobile Home Park Operator's Licenses
10	Special Amusement Licenses
8	Waste Hauler Permits
118	Garage/Yard Sale Permits

Clam Licenses:

200	Resident Recreational Clam Licenses [Of which 53 were sold to Non-Residents of Scarborough]
20	Non-Resident Recreational Clam Licenses
31	Commercial Resident Clam Licenses
4	Commercial Non-Resident Clam Licenses
1	Commercial Non-Resident Student Clam Licenses
10	Commercial Resident Student Clam Licenses
2	Commercial Over-60 Resident Clam Licenses
371	Day Licenses

Respectfully submitted,
Yolande "Tody" Justice, Town Clerk

The Municipal Beach Report table below shows the revenues for both seasonal and daily beach passes along with boat launching fees that were collected for the fiscal year period.

FISCAL 2018 SEASONAL AND DAILY BEACH PASSES		
	<u>Beaches</u>	
July 2017	\$106,491.00	
August 2017	\$84,984.30	
September 2017	\$6,095.00	
Jan / May 2018	\$56,655.00	
June 2018	<u>\$94,658.80</u>	
Totals:	<u>\$348,883.30</u>	
	Boat Launch Fees	<u>\$10,520.00</u>
	Concession Stand	<u>\$5,500.00</u>
<hr/>		
Grand Total July 1, 2014 through June 30, 2017		\$331,190.50
Grand Total July 1, 2013, through June 30, 2016		\$345,074.70
Grand Total July 1, 2014 through June 30, 2015		\$304,649.28

The State of Maine encourages all visitors at all beaches to carry out what you carry in.

Scarborough has made available rubbish containers in and near the parking areas of all local beaches and recreation areas. Please take the time to use them.

Keeping our beaches and parks clean is a "quality of life" issue we all need to be aware of. Your cooperation on this matter is greatly appreciated.

The containers are emptied by the Community Services Department during the summer and winter months.

Report from the

HUMAN RESOURCES & GENERAL ASSISTANCE OFFICE

To the Town Manager, Town Council, and Citizens of Scarborough:



Liam Gallagher
Human Resource Director

The Human Resources Department is responsible for attracting and supporting a qualified workforce to provide Scarborough's residents, business community, and others with service that is professional, dependable, efficient, and economical. The Human Resources team delivers services to all full-time, part-time, and seasonal municipal employees. The Department provides leadership and direction in the areas of recruitment, employee relations, labor relations, training, payroll, compensation, benefits, retirement, risk management, employee assistance, wellness, and safety.

The Human Resources team includes Human Resources Coordinator Heidi McNinch, Senior Human Resources Coordinator Carrie Lambert, and General Assistance Coordinator René Daniel.

The Human Resources Department is committed to utilizing best practices to provide quality customer service. Specifically, the department's key objectives include:

- Maintain effective employee relations and a productive work environment, characterized by open communication, fairness, personal accountability, trust, and mutual respect. Provide guidance in the area of performance management.
- Develop and maintain the Town's personnel policies and procedures. Ensure compliance with applicable state and federal regulations. Develop and uphold sound and ethical human resources practices.
- Administer payroll processes accurately and fairly and in compliance with all federal, state, and contractual obligations. Strategically manage employee benefits programs. Oversee the Town's Employee Assistance Program. Manage and maintain all employee personnel records and files.
- Recruit, hire, develop, and retain a diverse, quality workforce in compliance with all laws, regulations, and contractual requirements.
- Collaborate in managing and administering the Town's safety and risk management programs. Oversee the Town's Workers' Compensation program, administer the Department of Transportation Drug and Alcohol Testing Program for employees who hold a Commercial Driver's License and perform safety-sensitive work.

Human Resources Report Continued:

This year, our team's significant projects and accomplishments included:

- Initiated and supported efforts to keep our employees and our workplace safe. The Town's participation in various safety and wellness initiatives resulted in significant savings including; the 2017 Leader Program score resulted in a 7.5% credit of \$35,822 applied to the Town's Workers' Compensation contribution. Our Safety Committees have done a fantastic job increasing the value of the Town's credit every year for six consecutive years. Additionally, we received \$20,814 this year in dividends. The total value of our safety benefits in 2017 was \$68,751.
- Through these safety initiatives, the Town's Workers Compensation Experience Modification Rate decreased from 1.0 to .85 resulting in a \$40,498 reduction in the 2018 calendar year premium.
- The Town successfully completed the renewal application process for the Safety & Health Award for Public Employees (SHAPE). Originally awarded to the Town in 2014, the SHAPE award recognizes public sector employers who maintain an exemplary safety and health management system and distinguishes the Town as a model for workplace safety and health. Additionally, SHAPE recipients are exempt from DOL workplace inspections.
- Coordinated the 2018 Employee Appreciation and Recognition Party with a sunset cruise on Casco Bay. We celebrated years-of-service milestones celebrating employees' dedicated service with the Town of Scarborough – 16 employees celebrated 10 to 40 years of service!
- Drive Employee Performance: Continue to utilize and improve the Town's new performance evaluation software tools to record employee performance and feedback year round, capture in-the-moment coaching tips, and recognition from managers and peers. This year employees focus on SMART goals: Specific, Measurable, Achievable, Results-focused, and Timely.

**General Assistance**

The Town of Scarborough's General Assistance (GA) Program is a state-mandated, municipally administered financial assistance program. It was designed to be a program of "last resort" for residents who are unable to provide for their basic needs. The GA office is located in the Scarborough Town Hall, 259 U.S. Route 1. It is overseen by the Human Resources Director and is staffed by René Daniel, GA Coordinator, with assistance and support from Heidi McNinch, Human Resources Coordinator.

General Assistant Activity – Calendar Year 2017

Assistance is available for basic necessities, as defined by local ordinance and state statutes. Eligible applicants are assisted through payments made to specific vendors.

<i>Interviews</i>	<i>Cases</i>	<i>People</i>
211	29	82

Administrative costs of the program are paid for through tax dollars. The State reimburses the Town for 70% of the cost of GA benefits paid for residents. In FY 2017 \$15,645.80 was issued to eligible recipients prior to reimbursement.

Human Resources Report Continued:

Under the GA Ordinance, applicants must provide verification of their income and expenses, residence, and—if unable to work—medical documentation substantiating their work limitations. Applicants are required to seek work if they are physically able, and/or to apply for assistance through other state and federal programs that may be available to them. A determination of eligibility is made for a 30-day period based on anticipated earnings. Individuals and families who do not qualify for financial assistance are referred to local resources appropriate to their need(s), such as local food pantries, Visiting Nurses Association, Mercy Hospital, Project Grace, LIHEAP, local churches, Lion’s Club, Knights of Columbus, and DHHS.

Assistance Type	Total Benefit Provided
Housing	\$17,458.00
Heating	\$676.60
Electricity	\$69.26
<u>Burials and Cremation</u>	<u>\$785.00</u>
<i>Total Assistance</i>	<i>\$18,988.86</i>

A determination of eligibility is made for a 30-day period based on anticipated earnings. Individuals and families who do not qualify for financial assistance are referred to local resources appropriate to their need(s), such as local food pantries, Visiting Nurses Association, Mercy Hospital, Project Grace, LIHEAP, local churches, Lion’s Club, Knights of Columbus, and DHHS.

Our GA Coordinator is on call around the clock and holds regular office hours once a week. Appointments may be scheduled by calling: (207) 450-5621.

Respectfully submitted,
Liam Gallagher
Director of Human Resources



Nonesuch River

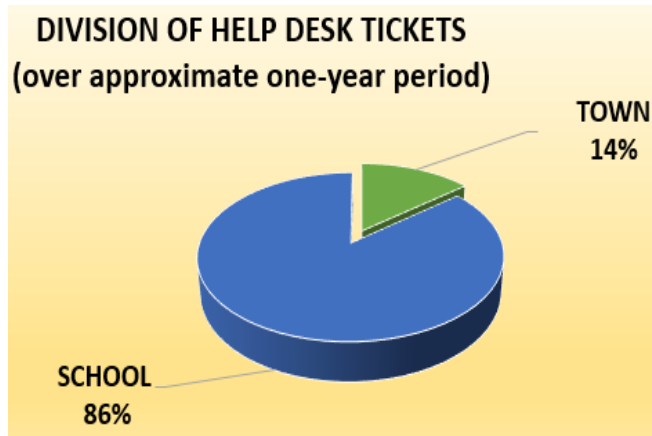
Report from the

TECHNOLOGY & INFORMATION SERVICES

To the Town Manager, Town Council, and Citizens of Scarborough:



*Jennifer Day
Information Systems Director*



It is my pleasure to present this report on behalf of the Technology & Information Service Department. The Scarborough IT Department is a shared services model facilitating and maintaining the technology needs of both the Town and School District. We currently have eight full-time employees who service 3,000 students and nearly 1,300 active employees and volunteers throughout 17 locations. Town-wide, our team supports over 6,700 devices including 550 desktops, 200 mobile units, 3,200 laptops, 1,650 chromebooks, 590 projectors and a variety of tablets and other interactive devices.

In addition to end-user technology, the IT Department also manages a complex infrastructure of fiber and wireless networks and the telecommunication system. Between the School and Town, our staff maintains at least 50 critical applications both internally hosted and cloud based, as well as the Town and School department public web sites and intranet and a variety of other social media outlets.

Routine department tasks include managing the shared services help desk, imaging and deploying devices, cyclical replacement and upgrading of hardware and software, implementation and maintenance of town-wide A/V systems, the build and maintenance of Town and School intranets, websites and other social media channels, and developing/coordinating the delivery of technical training and documentation. The department is also responsible for a volume of special projects as defined by both Town and School departments.



Photography by Town Staff

Information Systems Report Continued

Our progress highlights for the FY 2016-2017 include:

- Successfully deployed 1:1 technology at the K2s, including device purchase, configuration, distribution, training and technical integration.
- Redeployed existing K2 laptop and desktop devices to other phase levels and departments as needed.
- Upgraded core switch with (2) 10GB interface cards to eliminate single-point-of-failure and increase redundancy, speed and reliability.
- Replaced wireless infrastructure at the Middle School.
- Deployed Windows 10 district-wide.
- Conducted requirements definition sessions and initial scope for Middle School technical refresh and Maine Learning Technology Initiative business process changes.
- Completed School district migration from Huddle to GSuite.
- Facilitated implementation of new HR online performance evaluation system.
- Facilitated online MEA testing.
- Completed deployment of Citrix solution for Old Orchard Beach Dispatch IMC connectivity.
- Facilitated implementation of SeeClickFix for vehicle maintenance work orders to Public Works from other towns.
- Continued scope of work for migrating Town staff to cloud-based email resources. Facilitated Google pilot with various departments.
- Completed transition to System Center for software deployments.
- Completed Disaster Recovery Plan draft.
- Completed cart replacement at the Middle School.
- Completed physical reconfiguration of the IT Department.
- Scoped building camera connectivity and video accessibility.
- Began implementation for Scarborough FixIT

As we head into what promises to be another busy and productive year, I would like to thank the Town Manager, Superintendent, Town Council and School Board for their support. Additionally, I would also like to thank all of the Department Heads and Town and School staff who have helped to make the past year so successful. Lastly, thank you to the Technology & Information Services staff for their hard work, diligence, time and dedication – your efforts are truly appreciated.

Respectfully submitted,

Jennifer Day

Technology & Information Services Director

*Report from the***FINANCE DEPARTMENT*****To the Town Manager, Town Council, and Citizens of Scarborough:***

Ruth D. Porter
Finance Director

It is with great pleasure that I submit the annual report on behalf of the Finance Department for the Fiscal Year 2017-2018.

The Finance Department manages the revenue collections and expenditure payments for all the departments of the Town. We also provide financial reporting to the Scarborough Citizens, Town Council, Finance Committee, Town Manager and Town Departments. The Finance Department professionally accomplishes these needs with the upmost level of customer service by efficiently implementing procedures, promoting strong internal controls, new technology, training and incorporating citizen expectations. The finance staff are dedicated and work hard in all the fascinating sides of the Finance Department, from the back office work to serving you, our customers. In addition, quantifying revenues and costs accurately allows the Town Manager and Department Heads to track assets and costs for both operational and management purposes.

Finance Department Oversees:

Accounting	Excise Taxes
Accounts Payables	Grant Accounting
Accounts Receivables	Investing
Auditing	Payroll State and Federal Reporting for Town & School
Property Taxes	Revenue Billing
Budgeting	Revenue Collections
Cash Management	Debt Administration
Capital Planning	

The Finance Department is responsible for the accounting of all financial transactions for the Town of Scarborough, including the School Department. The Finance Department strives to manage the finances of the Town in a prudent, efficient and transparent manner to assure all interested parties, that those public resources are conscientiously received, safeguarded, invested, accounted for and disbursed. Our goal is to provide valuable insight into the financial workings of the Town. The Finance Department oversees the managing and reporting of the accounting functions of general ledger, budget management, accounts receivable, accounts payable, and cash disbursements. Other functions of the department also include cash management, investments, and tax collection. Our department works to reduce liabilities and risks in order to protect the financial and personal interests of the residents, taxpayers, employees, investors and visitors of Scarborough. The Finance staff prepares, with an external audit firm, the Comprehensive Annual Financial Report that represents the financial condition of the Town of Scarborough.

Additionally, the Department works closely with the Town Manager in the annual budget preparation work. The Finance Department is comprised of the following offices and describes the related responsibilities:

- **Accounting:** Includes accounts payable, treasury management, financial software implementation and oversight, investments, risk assessment, accounts receivable, internal audit review, budget preparation, debt management, financial reporting, infrastructure reporting and federal and state reporting. Additionally, the Finance Office works closely with the Finance Committee preparing reports and gathering other information to assist them with their duties.

Finance Department Report Continued:

- Revenues: Includes servicing customers, property tax billing, tax collecting and processing, special assessment billing and collecting, general and rescue revenue billing and collecting, registering all vehicle types, hunting and fishing licenses, beach parking permits, boat launch permits, parking tickets, snowmobile and ATV and watercraft registrations along with various other revenue collection services. Additionally, the Revenue Office is an Agent for the State of Maine for both Excise and Inland Fisheries and Wildlife. As such, they collect fees on behalf of the State of Maine and prepare weekly and monthly reports for and to the State.

Excerpts of the June 30, 2018 Comprehensive Annual Financial Report (CAFR) are highlighted on the following pages. The Town of Scarborough's financial report was audited by the firm of MacPage, LLC located at 30 Long Creek Drive, South Portland, Maine 04106.

For a complete analysis of Town's financial position, the CARF may be found on the Town's web site at [http://www.scarboroughmaine.org/acct/documents/Comprehensive Annual Financial Reports](http://www.scarboroughmaine.org/acct/documents/Comprehensive%20Annual%20Financial%20Reports).

We prepare quarterly revenue and expenditure and balance sheet reports for the Finance Committee. These reports are available on line at [http://www.scarboroughmaine.org/departments/finance/accounting/Quarterly Financial Reports](http://www.scarboroughmaine.org/departments/finance/accounting/Quarterly%20Financial%20Reports).

Finance staff worked diligently in coordination with the Town Manager, the Town's Financial Advisor, Joseph Cuetara from Moors and Cabot, Boston, MA and Bond Counsel, Bernstein, Shur, Sawyer & Nelson, Portland ME in preparing and issuing bonds for capital improvement projects. In fiscal 2018, the Town issued \$18,190,000 in bonds. Both Moody's Investor Services and Standard and Poor's (S&P) assigned ratings on these bonds. Moody's assigned their Aa3 rating to this bond and re-affirmed the Aa3 rating for all of Scarborough's out-standing debt with stable outlook to this bond issue and for all of the Town's outstanding debt. S&P assigned their AA+ rating and re-affirmed the Town's AA+ rating. Both bond rating documents can be found at [http://www.scarboroughmaine.org/departments/finance/accounting/Bond Rating Documents](http://www.scarboroughmaine.org/departments/finance/accounting/Bond%20Rating%20Documents).

The \$ 18,190,000 bond proceeds plus premium will be used to fund:

- \$ 2,092,332 Municipal Projects
- \$ 672,585 Municipal Equipment
- \$15,000,000 Public Safety Building
- \$ 1,160,083 School Projects or Equipment

The Governmental Accounting Standards Board (GASB) is the governing body for State and local governments and promulgates rules and regulations for the financial reporting and accounting of municipalities across the country.

The Town of Scarborough's Finance Department was awarded the prestigious *Certificate of Achievement for Excellence in Financial Reporting* for the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2017 from the Government Finance Officers Association of the United States and Canada. This is the thirteenth consecutive year that the Town of Scarborough has submitted and achieved this outstanding award. A Certificate of Achievement is valid for a period of one year only. We believe that our fiscal year ending June 30, 2018 comprehensive annual report will continue to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for this certificate.

Finance Department Report Continued:

The department's continuous goals are:

- Manage all financial functions of the Town and provide valuable insight to the various departments, Town Manager, Finance Committee, Town Council and citizens of Scarborough
- Friendly, high quality customer services for residents, non-residents, departments and vendors, incorporating cross training of staff to help meet this goal;
- Expand electronic green (paperless) services;
- Create and/or update operational policies and procedural manuals;
- Expand transparency efforts with improved online financial reporting capabilities.
- Implementation of the new Federal Register Uniform Administrative Requirements for all federal grants awarded to the Town.
- Work with the Town Manager's staff improving the recently adopted budget format. Additionally, we prepared all of the graph data for the 2017 budget document.

The Finance Department works in tandem with the Purchasing Office. We work closely with the Town Finance Committee, the Town Manager and all the Town Departments supporting their accounting and budgeting needs as well as assisting in the gathering of benchmarking data. The Finance Accounting Office works with Human Resource and School Departments supporting their Federal and State reporting needs, including the requirements associated with the Affordable Care Act.

I would like to thank the Citizens of Scarborough, the Town Council, Finance Committee and Town Manager, Tom Hall, for all of their guidance and insight.

We have an amazing team. My Deputy Tax Collector, Lisa Saulle, recently received her Tax Collector certification. The final step in the process is for the Town Council to approve her appointment as Tax Collector. Congratulations to Lisa on her accomplishment!

It is a pleasure to work with each of the Finance team who provide quality and friendly service to all our customers. I applaud their dedication with helping Scarborough become a great place to live and prosper.

Respectfully submitted,
Ruth D. Porter, Finance Director

AUDIT FOR YEAR ENDING JUNE 30, 2018

The schedules on the following pages have been extracted from the financial statements of the Town of Scarborough, Maine, a complete copy of which is available for inspection at the Town Office. The schedules included herein are:

- | | |
|--------------|--|
| Statement 1: | Statement of Net Position |
| Statement 3: | Balance Sheet - Governmental Funds |
| Statement 4: | Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds |
| Exhibit A-1: | General Fund Comparative Balance Sheets |
| Exhibit A-2: | General Fund Schedule of Revenues, Expenditures and Changes in Fund Balance - Budgetary and Actual |
| Exhibit G: | Statement of Changes in Long-term Debt |

TOWN OF SCARBOROUGH, MAINE
Statement of Net Position
June 30, 2018

	Governmental Activities	Component Unit Public Library
ASSETS		
Cash and cash equivalents	\$ 29,899,399	194,482
Investments	10,510,666	609,670
Receivables:		
Accounts, net	856,602	24,560
Intergovernmental	705,684	-
Taxes receivable	183,262	-
Tax liens	753,888	-
Tax acquired property	7,231	-
Prepays		40,771
Inventory	67,972	1,229
Notes receivable	1,194,017	-
Capital assets, not being depreciated	10,658,756	-
Capital assets, net	135,871,814	705,276
Total Assets	190,709,291	1,575,988
DEFERRED OUTFLOWS OF RESOURCES		
Deferred charge on refunding	2,055,279	-
Deferred OPEB items	94,204	
Deferred pension items	5,250,925	-
Total deferred outflows of resources	7,400,408	-
LIABILITIES		
Accounts payable and other current liabilities	3,392,186	37,775
Accrued payroll and other related liabilities	4,922,906	50,599
Unearned revenues	344,492	-
Accrued interest	854,896	-
Noncurrent liabilities:		
Due within one year	7,387,210	-
Due in more than one year	114,820,302	-
Total Liabilities	131,721,992	88,374
DEFERRED INFLOWS OF RESOURCES		
		-
Deferred OPEB items	62,397	
Deferred pension items	3,025,999	
Total deferred inflows of resources	3,088,396	-
NET POSITION		
Net investment in capital assets	62,075,336	705,276
Restricted for:		
Nonexpendable trust principal	167,988	112,810
Expendable trust - income portion	90,998	-
Town grants and projects	1,485,895	-
Education	832,983	-
Unrestricted (deficit)	(1,353,889)	669,528
Total Net Position	\$ 63,299,311	1,487,614

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE

Balance Sheet
Governmental Funds
June 30, 2018

	General	Haigis Parkway Assessments	Public Safety Bldg Construction	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 13,948,390		14,352,835	1,598,174	29,899,399
Investments	3,962,077			6,548,589	10,510,666
Receivables:					
Accounts, net	711,768			144,834	856,602
Intergovernmental	297,184			408,500	705,684
Taxes receivable	183,262			-	183,262
Tax liens	753,888			-	753,888
Interfund loans receivable	2,766,235			533,281	3,299,516
Tax acquired property	7,231			-	7,231
Inventory	28,179			39,793	67,972
Notes receivable	-	1,194,017	-	-	1,194,017
Total assets	\$ 22,658,214	1,194,017	14,352,835	9,273,171	47,478,237
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable and other current liabilities	2,568,884		159,645	663,657	3,392,186
Accrued payroll and other related liabilities	4,922,906			-	4,922,906
Accrued compensated absences	213,160			-	213,160
Interfund loans payable	-	3,147,815		151,701	3,299,516
Unearned revenues	344,492	-		-	344,492
Total liabilities	8,049,442	3,147,815	159,645	815,358	12,172,260
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue-property taxes	843,488	-	-	-	843,488
Total deferred inflows of resources	843,488	-	-	-	843,488
Fund balances:					
Nonspendable Permanent Fund Principal				167,988	167,988
Nonspendable Inventory	28,179			39,793	67,972
Restricted for Town	3,147,815		14,193,190	1,576,893	18,917,898
Restricted for Education	332,983			396,845	729,828
Committed - General Fund	393,512			-	393,512
Committed - Education	-			469,126	469,126
Committed - Special Revenues	-			5,796,563	5,796,563
Assigned - General Fund	1,975,852			-	1,975,852
Assigned - Education	500,000			-	500,000
Unassigned Town	7,386,943	(1,953,798)		10,605	5,443,750
Total fund balances	13,765,284	(1,953,798)	14,193,190	8,457,813	34,462,489
Total liabilities, deferred inflows of resources and fund balances	\$ 22,658,214	1,194,017	14,352,835	9,273,171	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	146,530,570
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.	843,488
Deferred charge on refunding is not a financial resource and, therefore, is not reported in the funds	2,055,279
Long-term liabilities, including related deferred inflows and outflows, are not due and payable in the current period and therefore, are not reported in the funds.	
Bonds payable, including issuance premiums	(108,775,334)
Accrued interest	(854,896)
Landfill liability	(401,034)
Other postemployment benefits liability with related deferred inflows and outflows of resources	(3,303,238)
Net pension liability with related deferred inflows and outflows of resources	(4,844,487)
Accrued compensated absences	(2,413,526)

Net position of governmental activities **\$ 63,299,311**

TOWN OF SCARBOROUGH, MAINE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended June 30, 2018

	General	Haigis Parkway Assessments	Public Safety Bldg Construction	Other Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	\$ 68,206,268	-	-	133,900	68,340,168
Licenses and permits	939,441	-	-	-	939,441
Intergovernmental	9,160,919	-	-	1,438,934	10,599,853
Interest earned	133,021	2,055	19,416	37,486	191,978
Donations	-	-	-	612,384	612,384
Sale of lots	-	-	-	4,420	4,420
Assessments and impact fees	-	-	-	2,407,480	2,407,480
Other	5,810,412	-	-	3,017,126	8,827,538
Total revenues	84,250,061	2,055	19,416	7,651,730	91,923,262
Expenditures:					
Current:					
General government	5,665,182	-	-	-	5,665,182
Public services	4,945,601	-	-	-	4,945,601
Public safety	11,220,717	-	826,226	-	12,046,943
Public works	6,749,774	-	-	-	6,749,774
Education	49,704,053	-	-	2,587,047	52,291,100
County tax	2,709,666	-	-	-	2,709,666
Debt service	4,873,855	-	-	-	4,873,855
Capital improvements	766,814	-	-	3,677,183	4,443,997
Other	(249)	-	-	2,637,122	2,636,873
Total expenditures	86,635,413	-	826,226	8,901,352	96,362,991
Excess (deficiency) of revenues over expenditures	(2,385,352)	2,055	(806,810)	(1,249,622)	(4,439,729)
Other financing sources (uses):					
Transfers in	877,657	150,700	-	235,957	1,264,314
Transfers out	(290,540)	(370,000)	-	(603,774)	(1,264,314)
Premium received on issued bonds, net of issuance costs	606,146	-	735,000	-	1,341,146
General obligation bonds	672,585	-	14,265,000	3,252,415	18,190,000
Total other financing sources (uses)	1,865,848	(219,300)	15,000,000	2,884,598	19,531,146
Net change in fund balances	(519,504)	(217,245)	14,193,190	1,634,976	15,091,417
Fund balances (deficit), beginning of year,	14,284,788	(1,736,553)	-	6,822,837	19,371,072
Fund balances (deficit), end of year	\$ 13,765,284	(1,953,798)	14,193,190	8,457,813	34,462,489

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE
General Fund
Comparative Balance Sheets
June 30, 2018 and 2017

	2018	2017
ASSETS		
Cash and cash equivalents	\$ 13,948,390	17,372,662
Investments	3,962,077	645,900
Receivables:		
Taxes receivable	183,262	157,657
Tax liens	753,888	778,838
Accounts receivable , net	711,768	800,919
Intergovernmental	297,184	199,023
Inventory	28,179	12,598
Interfund loans receivable	2,766,235	2,666,910
Tax acquired property	7,231	7,231
Total assets	\$ 22,658,214	22,641,738
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable and other current liabilities	2,568,884	2,704,002
Accrued payroll and other related liabilities	4,922,906	4,709,522
Accrued compensated absence (current)	213,160	99,129
Unearned revenues	344,492	58,208
Total liabilities	8,049,442	7,570,861
DEFERRED INFLOWS OF RESOURCES		
Unavailable revenue-property taxes	843,488	786,089
Total deferred inflows of resources	\$ 843,488	786,089
Fund balance:		
Nonspendable inventory	28,179	12,598
Restricted - Town	3,147,815	2,958,307
Restricted - Education	332,983	241,488
Committed - Town	393,512	400,241
Assigned - Town	1,975,852	1,676,064
Assigned - School	500,000	2,102,464
Unassigned - Town	7,386,943	6,893,626
Total fund balance	13,765,284	14,284,788
Total liabilities, deferred inflows of resources and fund balance	\$ 22,658,214	22,641,738

TOWN OF SCARBOROUGH, MAINE
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (Budgetary Basis)
For the year ended June 30, 2018
(with comparative totals for June 30, 2017)

			2018		Variance positive (negative)	2017 Actual
			Budget	Total Available		
	2017 carryforward					
Revenues:						
Taxes:						
Property taxes	\$ -	61,979,865	61,979,865	62,014,589	34,724	59,446,340
Change in deferred property tax revenue	-	-	-	(57,400)	(57,400)	77,011
Excise taxes	-	5,629,500	5,629,500	5,934,862	305,362	5,902,844
Cable franchise tax	-	200,984	200,984	208,117	7,133	200,984
Interest and costs on taxes	-	95,575	95,575	106,100	10,525	101,590
Total taxes	-	67,905,924	67,905,924	68,206,268	300,344	65,728,769
Licenses and permits:						
Plumbing fees	-	41,000	41,000	64,106	23,106	38,880
Fees and Permits	-	165,880	165,880	162,474	(3,406)	174,198
Building permits	-	425,000	425,000	583,848	158,848	396,157
Electrical permits	-	57,000	57,000	70,639	13,639	52,880
Zoning Board of Appeals	-	7,000	7,000	7,250	250	9,275
License plate fees	-	60,525	60,525	60,437	(88)	60,811
Subdivision fees	-	25,000	25,000	(9,313)	(34,313)	49,556
Total licenses and permits	-	781,405	781,405	939,441	158,036	781,757
Intergovernmental:						
Education state subsidies	-	2,150,151	2,150,151	2,055,549	(94,602)	3,499,284
FEMA reimbursement	-	-	-	-	-	-
Federal HIDA revenues	-	150,000	150,000	181,892	31,892	182,434
State Revenue Sharing	-	837,993	837,993	850,349	12,356	797,303
Homestead exemption	-	764,666	764,666	764,666	-	544,388
Business equipment tax exemption	-	691,396	691,396	691,748	352	553,749
LRAP (Local Road Assistance Program)	-	354,978	354,978	324,412	(30,566)	317,212
ecomaine payment in lieu of taxes	-	71,450	71,450	71,450	-	71,450
General assistance reimbursement	-	9,760	9,760	10,135	375	10,952
Adult education State subsidies	-	30,000	30,000	27,206	(2,794)	29,306
Medicaid	-	45,000	45,000	-	(45,000)	334
Other Federal and State revenues - School	-	298,000	298,000	241,771	(56,229)	117,677
Other Intergovernmental revenues - Town	-	523,250	523,250	553,341	30,091	198,254
Total intergovernmental	-	5,926,644	5,926,644	5,772,519	(154,125)	6,322,343
Interest earned	-	41,500	41,500	133,021	91,521	175,917
Unclassified:						
School Department miscellaneous	-	328,000	328,000	256,673	(71,327)	284,539
Adult education	-	52,000	52,000	50,942	(1,058)	52,061
Community services	-	1,981,852	1,981,852	2,095,252	113,400	2,027,238
Insurance reimbursements	-	35,000	35,000	129,074	94,074	64,523
Public Violations	-	71,500	71,500	99,176	27,676	81,819
Special duty police/fire	-	82,000	82,000	140,861	58,861	111,003
Inspection/review fees	-	104,300	104,300	180,229	75,929	146,651
Rescue donations	-	900,000	900,000	900,000	-	800,000
Rental income	-	63,260	63,260	58,925	(4,335)	60,200
Sale of Town-owned property	-	102,500	102,500	54,317	(48,183)	161,912
Salary reimbursement	-	1,158,202	1,158,202	1,066,172	(92,030)	1,439,678
Vehicle fuel reimbursement	-	346,068	346,068	264,379	(81,689)	329,592
Vehicle maintenance reimbursement	-	601,600	601,600	494,028	(107,572)	556,284
Miscellaneous	-	70,800	70,800	20,384	(50,416)	112,938
Total unclassified	-	5,897,082	5,897,082	5,810,412	(86,670)	6,228,438
Total revenues	-	80,552,555	80,552,555	80,861,661	309,106	79,237,224

TOWN OF SCARBOROUGH, MAINE
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (Budgetary Basis), Continued

	2017 carryforward	2018		2017 Actual	Variance positive (negative)	2017 Actual
		Budget	Total available			
Expenditures:						
Current:						
General government:						
Town Council	\$ -	11,573	11,573	11,573	-	11,573
Administration	1,706	514,932	516,638	506,307	10,331	441,171
Town Clerk	-	198,618	198,618	214,608	(15,990)	193,546
Human resources	2,008	277,593	279,601	258,555	21,046	272,203
Personnel benefits	-	375,446	375,446	542,968	(167,522)	462,058
Finance	7,275	381,088	388,363	371,078	17,285	366,734
Taxation/Treasury	3,166	365,244	368,410	368,300	110	346,979
Assessing	185	284,240	284,425	259,539	24,886	209,134
Management information systems	1,935	1,207,438	1,209,373	1,162,099	47,274	1,136,440
Planning	29,412	976,741	1,006,153	973,273	32,880	919,589
General government	-	106,819	106,819	99,778	7,041	105,362
Legal	-	105,000	105,000	177,830	(72,830)	179,958
Risk management	-	632,503	632,503	655,156	(22,653)	673,309
Public information	85	3,300	3,385	3,530	(145)	6,690
Outside agencies	-	12,500	12,500	20,500	(8,000)	12,500
Total general government	45,772	5,453,035	5,498,807	5,625,094	(126,287)	5,337,246
Public services:						
Library	-	1,130,246	1,130,246	1,130,246	-	1,099,898
Public health and welfare	-	30,211	30,211	31,702	(1,491)	31,682
Tax Rebates (Credit Enhancement Agree)	-	695,655	695,655	764,844	(69,189)	732,288
Economic Development Corporation	1,600	234,773	236,373	233,378	2,995	220,133
Community services	33,691	2,729,722	2,763,413	2,785,431	(22,018)	2,768,146
Total public services	35,291	4,820,607	4,855,898	4,945,601	(89,703)	4,852,147
Public safety:						
Fire Department	8,464	3,184,120	3,192,584	3,104,505	88,079	2,914,591
Emergency Management	-	39,668	39,668	41,725	(2,057)	41,794
Emergency Medical Services	1,580	1,819,268	1,820,848	1,737,853	82,995	1,859,427
Marine resources	11,181	88,841	100,022	76,629	23,393	78,390
Police Department	5,460	6,326,297	6,331,757	6,260,005	71,752	5,951,571
Total public safety	26,685	11,458,194	11,484,879	11,220,717	264,162	10,845,773
Public works:						
Public Works Department	98,200	2,943,734	3,041,934	2,893,053	148,881	2,934,766
GIS/Engineering services	-	128,742	128,742	113,504	15,238	99,841
Vehicle maintenance	-	1,803,934	1,803,934	1,899,352	(95,418)	1,635,444
Water charges	-	222,628	222,628	221,489	1,139	217,529
Street lighting	-	186,000	186,000	166,669	19,331	188,598
Traffic signals	-	116,610	116,610	113,238	3,372	93,291
Cemetery care	-	18,100	18,100	15,130	2,970	17,116
Memorials	-	8,042	8,042	3,760	4,282	8,013
Shade trees	-	3,000	3,000	2,532	468	1,685
Solid waste program	5,160	1,331,350	1,336,510	1,321,047	15,463	1,332,778
Total public works	103,360	6,762,140	6,865,500	6,749,774	115,726	6,529,061
Education:						
Adult education	-	182,701	182,701	173,329	9,372	187,523
Regular instruction	-	27,875,499	27,875,499	27,518,741	356,758	26,456,084
Improvement of instruction	-	906,395	906,395	782,536	123,859	926,246
Special services	-	4,163,537	4,163,537	4,041,556	121,981	3,846,403
General & special administration	-	246,043	246,043	238,132	7,911	235,012
Board of education	-	32,723	32,723	27,635	5,088	28,956
Office of the superintendent	-	694,714	694,714	685,850	8,864	670,300
Business administration	-	2,166,360	2,166,360	2,133,257	33,103	2,013,051
Transportation	-	1,617,400	1,617,400	1,503,435	113,965	1,484,812
Operation and maintenance of plant	-	3,808,090	3,808,090	3,596,775	211,315	3,552,268
Debt service	-	5,614,407	5,614,407	5,614,407	-	5,760,631
Total education	-	47,307,869	47,307,869	46,315,653	992,216	45,161,286

TOWN OF SCARBOROUGH, MAINE
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual (Budgetary Basis), Continued

	2018					2017 Actual
	2017 carryforward	Budget	Total available	Actual	Variance positive (negative)	
Expenditures, continued:						
Current, continued:						
County tax	\$ -	2,709,666	2,709,666	2,709,666	-	2,568,852
Debt service (excluding education):						
Principal	-	3,775,139	3,775,139	3,775,139	-	3,574,135
Interest and other costs	-	1,042,059	1,042,059	1,098,716	(56,657)	1,283,520
Total debt service	-	4,817,198	4,817,198	4,873,855	(56,657)	4,857,655
Capital improvements	134,046	1,040,617	1,174,663	766,814	407,849	1,148,329
Total expenditures	345,154	84,369,326	84,714,480	83,207,174	1,507,306	81,300,349
Excess (deficiency) of revenues over expenditures	(345,154)	(3,816,771)	(4,161,925)	(2,345,513)	1,816,412	(2,063,125)
Other financing sources (uses):						
Transfers in	-	1,021,970	1,021,970	877,657	(144,313)	2,498,932
Transfers out	-	(150,700)	(150,700)	(290,540)	(139,840)	(774,116)
General obligation bonds	-	728,735	728,735	672,585	(56,150)	574,270
Refunding bond issued	-	-	-	-	-	-
Premium received on refunded bonds, net of issuance cost:	-	-	-	-	-	-
Premium received on issued bonds, net of issuance costs	-	-	-	606,146	606,146	-
Payment to refunding bond escrow agent	-	-	-	-	-	-
Overlay	-	(140,698)	(140,698)	249	140,947	(173,207)
Total other financing sources (uses)	-	1,459,307	1,459,307	1,866,097	406,790	2,125,879
Net change in fund balances - budgetary basis	(345,154)	(2,357,464)	(2,702,618)	(479,416)	2,223,202	62,754
Utilization of prior year surplus and carrying balances	345,154	2,357,464	2,702,618	-	(2,702,618)	-
Total Utilization of Fund Balance and Carry forwards	-	-	-	(479,416)	(479,416)	62,754
Reconciliation to GAAP basis:						
Change in current portion of accrued compensated absences				(40,088)		47,057
Fund balances, beginning of year				14,284,788		14,174,977
Fund balances, end of year				13,765,284		14,284,788

TOWN OF SCARBOROUGH, MAINE
Statement of Changes in Long-term Debt
For the year ended June 30, 2018

	Interest rate	Final maturity date	Annual principal payments	Balance beginning of year	Current Year		Balance end of year
<u>General Obligation Bonds</u>							
2008 Capital Improvements	3.35%		575,000 in 2018	575,000	-	575,000	-
2009 Capital Improvements	Varies	2019	310,000 to 2019	620,000	-	310,000	310,000
2009 Bond Refunding	3.00%	2020	185,000 to 2019				
	3.00%		115,000 in 2020	485,000	-	185,000	300,000
2010 Capital Improvements	Varies	2031	345,000 to 2021				
	Varies		280,000 to 2026				
	4.00%		100,000 to 2031	3,280,000	-	345,000	2,935,000
2011 Capital Improvements	Varies	2031	360,000 in 2018				
	Varies		355,000 to 2021				
	Varies		115,000 to 2026				
	Varies		110,000 to 2031	2,550,000	-	360,000	2,190,000
2012 Capital Improvements	4.00%	2042	2,400,000 in 2018				
	4.00%		2,825,000 in 2019				
	4.00%		3,210,000 in 2020				
	5.00%		3,475,000 in 2021				
	3.00%		3,685,000 in 2022				
	3.00%		3,520,000 in 2023				
	4.00%		2,170,000 in 2024				
	4.00%		1,870,000 in 2025				
	4.00%		1,585,000 in 2026				
	4.00%		1,335,000 in 2027				
	4.00%		1,310,000 in 2028				
	4.00%		1,330,000 in 2029				
	4.00%		1,355,000 in 2030				
	4.00%		1,775,000 in 2031				
	4.00%		1,815,000 in 2032				
	4.00%		1,800,000 in 2033				
	Varies		685,000 to 2042	41,625,000	-	2,400,000	39,225,000
2013 Capital Improvements	3.00%	2043	\$ 915,000 in 2018				
	3.00%		765,000 in 2019				
	4.00%		770,000 in 2020				
	Varies		765,000 to 2023				
	5.00%		715,000 in 2024				
	4.00%		720,000 in 2025				
	5.00%		1,045,000 in 2026				
	5.00%		1,430,000 in 2027				
	3.00%		1,465,000 in 2028				
	4.00%		1,405,000 in 2029				
	3.25%		1,435,000 in 2030				
	3.25%		1,065,000 in 2031				
	3.25%		1,075,000 in 2032				
	4.00%		1,090,000 in 2033				
	4.00%		1,525,000 in 2034				
	4.00%		1,045,000 in 2035				
	Varies		565,000 to 2043	23,280,000	-	915,000	22,365,000
2014 Capital Improvements	2.00%	2034	735,000 in 2018				
	2.00%		700,000 in 2019				
	2.00%		325,000 to 2021				
	2.00%		310,000 in 2022				
	3.00%		300,000 to 2024				
	3.00%		250,000 to 2029				
	4.00%		50,000 to 2034	4,495,000	-	735,000	3,760,000

TOWN OF SCARBOROUGH, MAINE
Statement of Changes in Long-term Debt, Continued

	Interest rate	Final maturity date	Annual principal payments	Balance beginning of year	Current Year		Balance end of year
					Issued	Retired	
General Obligation Bonds							
2015 Capital Improvements	4.00%	2035	485,000 in 2018				
	4.00%		430,000 to 2020				
	Varies		335,000 to 2023				
	4.00%		320,000 to 2025				
	Varies		265,000 to 2029				
	3.00%		245,000 in 2030				
	3.00%		165,000 in 2031				
	3.00%		160,000 to 2034				
2016 Capital Improvements	3.00%	2036	150,000 in 2035	5,090,000	-	485,000	4,605,000
	2.00%		860,000 in 2018				
	2.00%		1,035,000 in 2019				
	2.00%		785,000 in 2020				
	2.00%		780,000 in 2021				
	2.00%		465,000 in 2022				
	2.00%		435,000 in 2023				
	2.50%		430,000 in 2024				
	3.00%		395,000 to 2026				
	3.00%		340,000 in 2027				
	4.00%		335,000 in 2028				
	4.00%		165,000 in 2029				
	3.00%		65,000 to 2036	6,875,000	-	860,000	6,015,000
	Varies		0 to 2019				
	Varies		360,000 to 2021				
	2017 Capital Improvements		5.00%	2037	295,000 in 2022		
5.00%		190,000 in 2023					
5.00%		185,000 to 2027					
3.00%		55,000 to 2032					
3.00%		35,000 to 2037	2,755,000		-	-	2,755,000
5.00%		935,000 to 2022					
5.00%		930,000 to 2024					
5.00%		695,000 to 2027					
5.00%		690,000 to 2029					
4.00%		635,000 to 2031					
Varies		580,000 to 2034					
4.00%		510,000 to 2039					
2018 Capital Improvements	Varies	2048	500,000 to 2048	-	18,190,000	-	18,190,000
Total bonds				91,630,000	18,190,000	7,170,000	102,650,000
Total long-term debt		\$	91,630,000	18,190,000	7,170,000	102,650,000	

Report from the

COLLECTIONS/EXCISE TAX OFFICE

To the Town Manager, Town Council, and Citizens of Scarborough:



Barbara Fagnant
Excise Agent

The Collections/Excise Department is responsible for all vehicle registrations. Our staff is here to assist you in registering your automobiles, trucks, snowmobiles, ATV's and boats, along with hunting and fishing licenses. We are also here to answer any questions you may have regarding this process. We appreciate the opportunity to be of service to the citizens of Scarborough, and I look forward to many more years of serving our community.

The Rapid Renewal allows citizens to register vehicles on-line via the internet. This program has been on a steady increase and, as the state perfected its online renewal process, we have seen accelerated growth in the area. As always, all of the staff in the Excise Office will continue to be here for you with our friendly smiles and excellent customer service.

Respectfully submitted,
Barbara Fagnant,
Excise Office

<u>2018</u>	<u>2017</u>	<u>2016</u>
EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:
Total Vehicle Excise..... \$5,903,827.81	Total Vehicle Excise..... \$5,854,688.86	Total Vehicle Excise..... \$5,596,388.92
Boat Excise..... \$31,034.40	Boat Excise..... \$28,924.60	Boat Excise..... \$29,260.65
TOWN FEES COLLECTED:	TOWN FEES COLLECTED:	TOWN FEES COLLECTED:
Automobile..... \$58,428.00	Automobile..... \$58,860.00	Automobile..... \$58,362.00
Boat..... \$1,176.00	Boat..... \$1,180.00	Boat..... \$1,193.00
Snowmobile..... \$477.00	Snowmobile..... \$481.00	Snowmobile..... \$459.00
ATV's..... \$344.00	ATV's..... \$292.00	ATV's..... \$317.00
Total Revenues..... <u>\$5,995,287.21</u>	Total Revenues..... <u>\$5,944,426.46</u>	Total Revenues..... <u>\$5,685,980.57</u>



Photography by Town Staff

Report from the

TOWN ASSESSOR

To the Town Manager, Town Council, and Citizens of Scarborough:

This year the tax rate was set at \$16.49 per thousand dollars of value based on a taxable valuation of \$3,785,488,432 for real and personal property as of April 1, 2017. This is an increase in taxable valuation of \$9,125,842 from 2016 or .002%. The 2017 total tax levy was \$62,422,703 increasing the tax rate by 57 cents from 2016.

The total number of taxpayers who qualified for the State of Maine Homestead Exemption in Fiscal Year 2017 was 4,657 resulting in a savings of \$329.80 in property taxes. The total number of Veterans and Widows of Veterans qualifying for the Maine Veteran's Exemption was 607 resulting in a tax savings of \$98.94. In order to qualify for these exemptions taxpayers must meet requirements noted on the applications and submit them to the Assessor's Office by April 1st.

The 2017 Tax Year was the tenth year of the Town's Senior Property Tax Reimbursement. This year 312 applications were approved for a total refund of \$184,171. In order to qualify for this reimbursement you need to be 62 years of age, a ten year resident of Scarborough and the Federal Adjusted Gross Income for adults in the household cannot exceed \$50,000. All Scarborough citizens are encouraged to call or visit our office so that we can determine if you qualify for any exemption and assure that the proper forms are completed in a timely manner.

Our staff is available to all citizens for any questions you may have concerning your valuation and property tax.

Respectfully submitted
David Bouffard, CMA,
Town Assessor



Photography Town Staff

Report from the**PURCHASING*****To the Town Manager, Town Council, and Citizens of Scarborough:***

The Town of Scarborough's Purchasing Office is responsible for procuring goods, services and construction for all Town Departments as well as administering bids and purchasing contracts. Created in 2005, the Purchasing Office collaborates with all departments to streamline the bidding and purchasing processes for the Town.

During fiscal 2018, Purchasing initiated and secured bids for 20 projects including:

- Loader/Backhoe for Public Works
- One 3 ½ Yard Four Wheel Drive Loader for Public Works
- One ¾ Ton Crew Cab Truck for Public Works
- One Plow Truck Cab and Chassis for Public Works
- Plow Gear and Body for Public Works
- One ¾ Ton Crew Cab Truck for School Department
- Four 2017 Ford Interceptors for Police Department
- Ammunition Bid for Police Department
- One Truck for Animal Control Officer
- Four Police Equipped SUV's
- Two Public Safety vehicles
- Procuring contract for natural gas
- Town wide Paving bid for Public Works
- Time and Materials Bid for Public Works
- HVAC infrared gas fired boiler for Public Works Building
- Engine One kitchen remodel
- Engineering bid for Planning Department
- Nissan Leaf lease for Planning Department
- Fire Gear Washer/Extractor
- Ballistic Vests for Fire Department
- Organic Turf Maintenance for Community Service Department
- Mowing contract for Schools and Library
- Audio Visual Upgrade for Community Cable TV
- LED Streetlight conversion
- Commercial and Residential Revaluations
- Communications Tower for Public Safety Building
- Construction Management for New Public Safety Building

Additionally as of June 30th, Purchasing is actively working on the following projects:

- Relocation of Town Property
- Sale of Town Tax Acquired Property
- Street Sweeper for Public Works Department
- Police Motorcycles
- Trucks for the School, Community Services and Public Works Departments

Purchasing Report Continued:

Through the Town of Scarborough's online website, businesses can utilize both the Vendor Self-Service Web Portal at <https://scarborough.munisselfservice.com/> and our Electronic Bidding Portal at <http://www.scarboroughmaine.org/departments/finance/purchasing/>

Procurement of goods and services plays a critical role in government and the Purchasing Department continues to assure fairness in the procurement process while continuing to provide the highest quality of products at the most economical price. It is our goal to reduce costs and improve processing times for purchases and create a more transparent procurement process, not only within Purchasing but with local departments and our regional neighbors.

*Respectfully submitted,
Kimberly Morrison,
Purchasing Specialists*



Photography Town Staff

Report from the

TAX COLLECTION OFFICE***To the Town Manager, Town Council, and Citizens of Scarborough:***

The following is the annual report from the Scarborough Tax Collection Office for the Fiscal Year July 1, 2016, through June 30, 2017. The following pages show the uncollected real estate and personal property taxes for this same period.

Respectfully submitted,

Lisa Saulle, Deputy Tax Collector / Treasurer

Please visit the Tax Office for more information for on-line tax information visit: www.scarborough.me.us and navigate to the Accounting/Collections Web pages.



*Lisa Saulle
Deputy Tax Collector/
Treasurer*



Photography by Town Staff

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2018
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2005			
West, Christina	T003029	29 Matthews Way	121.10
Whitten, Donald	U025016a	11 Bradford Lane	1,603.06
2006			
West, Christina	T003029	29 Matthews Way	129.13
Whitten, Donald	U025016a	11 Bradford Lane	3,756.88
2007			
Whitten, Donald	U025016a	11 Bradford Ln	3,859.42
2008			
Whitten, Donald	U025016a	11 Bradford Ln	3,984.61
2009			
Whitten, Donald	U025016a	11 Bradford Ln	3,948.63
2010			
Whitten, Donald	U025016a	11 Bradford Ln	4,110.51
2011			
Whitten, Donald	U025016a	11 Bradford Ln	4,238.52
Ellis, Wayne	T003004	4 David Dr	55.36
2012			
Dow, Mary L & Willard C.	R031023a	127 Holmes Rd	1,293.75
Ellis, Wayne	T003004	4 David Dr	85.03
Kitchen, Steve	T003029	29 Matthews Way	136.33
Record, George	T003020	20 Crystal Ln	158.25
Whitten, Donald	U025016a	11 Bradford Ln	4,476.65
2013			
Dow, Willard C	R031023a	127 Holmes Rd	1,394.63
Ellis, Wayne	T003004	4 David Dr	100.23
Kitchen, Steve	T003029	29 Matthews Way	155.18
Record, George Estate Of	T003020	20 Crystal Ln	303.23
Wright, Hayward & Dorothy	U043075	11 Black Point Rd	25.35
2014			
Bongiovanni, Robert	T003-013	13 Crystal Ln	\$78.13
Douglas, Paul W	R012-005	0 Beech Ridge Rd	\$933.18
Dow, Willard C	R031-023a	127 Holmes Rd	\$1,322.76
Ellis, Wayne	T003-004	4 David Dr	\$42.28
Kitchen, Steve	T003-029	29 Matthews Way	\$96.64
Record, Karen	T003-020	20 Crystal Ln	\$243.11
Wright, Hayward & Dorothy	U043-075	11 Black Point Rd	\$2,191.01
West, Christina	T003029	29 Matthews Way	121.10
Whitten, Donald	U025016a	11 Bradford Lane	1,603.06

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2018
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2015

Ames, Joan E	T003-019	19 Crystal Ln	\$204.82
Block, Ann K	U004-136	22 Powderhorn Dr	\$1,547.07
Bongiovanni, Robert	T003-013	13 Crystal Ln	\$264.88
Brown, Henry P	R022-030a	175 Beech Ridge Rd	\$3,906.67
Davis, Robert & Barbara	T003-010	10 David Dr	\$139.78
Douglas, Paul W	R012-005	0 Beech Ridge Rd	\$957.28
Dow, Willard C	R031-023a	127 Holmes Rd	\$1,356.92
Ellis, Wayne	T003-004	4 David Dr	\$43.37
Kitchen, Steve	T003-029	29 Matthews Way	\$99.14
Nappi, Joseph S	R032-006	162 Two Rod Rd	\$3,032.28
Record, Karen	T003-020	20 Crystal Ln	\$249.39
Stuart, Randall	U031-016	9 Charles Cir	\$1,334.46
Tassie, Karen A	U011-1215	30 Horseshoe Dr	\$1,189.46
Wright, Hayward & Dorothy	U043-075	11 Black Point Rd	\$2,247.60

2016

Allen, Melissa C	U025-032	23 Ocean View Rd	\$3,351.16	***
Ames, Joan E	T003-019	19 Crystal Ln	\$105.07	
Benedict, Claire	R004-023	121 Burnham Rd	\$3,943.38	***
Block, Ann K	U004-136	22 Powderhorn Dr	\$5,683.44	
Bongiovanni, Robert	T003-013	13 Crystal Ln	\$272.23	
Bowser, Neil R	R001-009a	10 Burnham Rd	\$4,100.99	
Brown, Henry P	R022-030a	175 Beech Ridge Rd	\$4,823.76	
Brown, Mitchell James	R098-023d	16 Ivory Hill Ln	\$377.11	
Cange, Suzanne M	U024-001b	272 Pine Point Rd	\$5,526.98	
Carrigan, Timothy J	U026-020	20 Jasper St	\$223.35	
Childs, Richard	T003-002	2 David Dr	\$122.58	
Cloutier, John	R099-023a	100 Spurwink Rd	\$6,847.19	
Colpritt, Daniel D	R053-002a	343 Payne Rd	\$3,242.90	
Davis, Robert & Barbara	T003-010	10 David Dr	\$125.77	
Deane, Charles E	R006-011	1 Labrador Ln	\$120.11	
Dill, Randall G Sr	R018-029	359 Gorham Rd	\$429.34	
Douglas, Paul W	R012-005	0 Beech Ridge Rd	\$983.86	
Dow, Willard C	R031-023a	127 Holmes Rd	\$1,394.59	
Foley, Charles T & Joan P	U031-052	24 Broadturn Rd	\$47.82	***
Foster, Robert J	R099-041	316 Pleasant Hill Rd	\$3,154.96	
Gilliam, Jeffrey	T003-018	18 Crystal Ln	\$89.15	
Gilman Real Estate Mgmt	U039-049	341 Us Route 1	\$4,990.92	
Hayes, Michael P	U046-1204	4 Clearview Dr	\$1,358.77	
Horr, Dorothy M	R020-008	83 Holmes Rd	\$1,868.37	
Huntington, Steven E	R048-006c	6 Sargent Rd	\$5,936.57	
Lyon, John K	U024-051	269 Pine Point Rd	\$1,954.90	
Maietta Enterprises Inc	R078-048	158 Pleasant Hill Rd	\$18,973.46	
Maietta Enterprises Inc	R078-050a	150 Pleasant Hill Rd	\$3,051.86	
Marquis, Julie	U042-015	27 Imperial Ln	\$2,642.07	
Mccormick, Kevin	U048-060	2 Park Ave	\$2,790.78	
Mcdougall, Joan B	R102-024	41 Kirkwood Rd	\$11,059.96	
Mcnally, Matthew A	U016-058	9 Thomas Dr	\$5,166.04	
Milliken, Iola M	R023-014b	22 Mitchell Hill Rd	\$3,451.46	
Montgomery, John	T003-008	8 David Dr	\$52.40	***
Nappi, Joseph S	R032-006	162 Two Rod Rd	\$4,051.64	***
Nute, Emery S. Jr	T001-184	184 Balsam St	\$50.94	
Obrien, Amanda	T003-011	11 David Dr	\$133.73	
Powers, Meghan C	U006-108	4 Ramsay Ter	\$3,176.04	
Raabe, Jennifer	U006-113	22 Robinson Rd	\$3,365.49	
Saco Street Realty Llc	R016-003	96 Saco St	\$19.64	
Scott, Kathleen F	U013-009	53 Clay Pits Rd	\$1,478.38	
Skillings, Terry & Doris	U002-169	55 Greenwood Ave	\$6,858.34	
Skillings, Terry & Doris	R098-016a	154 Spurwink Rd	\$4,030.55	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2018
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2016

Star Homes Inc	R059-002	62 Sawyer Rd	\$57.31	***
Star Homes Inc	U043-028d	14 Ward St	\$67.62	***
States, Carlisle	U017-053	7 Saccarappa Ln	\$11,171.72	
Stuart, Randall	U031-016	9 Charles Cir	\$2,663.42	
Tassie, Karen A	U011-1215	30 Horseshoe Dr	\$4,705.95	***
Thayer Development Llc	R023-001a	138 Beech Ridge Rd	\$2,779.63	
Thayer Development Llc	R023-001b	6 Provident Dr	\$163.98	
Thrall, William Jr	R083-024	128 Winnocks Neck	\$1,346.83	
Tibbetts, Richard E	R055-020	63 Mussey Rd	\$3,188.78	
Turner, Gregory P & Deborah R	U026-057b	5 Turners Way	\$5,057.78	
Williams, Stephanie	R041-017	41 Beech Ridge Rd	\$2,037.76	
Wright, Hayward & Dorothy	U043-075	11 Black Point Rd	\$2,230.39	
Xaphes, Philip	U023-066	80 East Grand Ave	\$4,895.40	

2017

3 Acquaintances Llc	R087-003	353 Pine Point Rd	\$4,135.11	
90a Payne Road Llc	R052-004a	289 Payne Rd	\$1,724.65	
Allen, Melissa C	U025-032	23 Ocean View Rd	\$3,388.70	
Alofs, David B & Carlene E	U027-403	5 Windsor Pines Dr	\$823.05	
Ames, Joan E	T003-019	19 Crystal Ln	\$108.83	
Beaver, Rachel	R057-1b16	21 Owens Way	\$33.21	
Benedict, Claire	R004-023	121 Burnham Rd	\$4,002.12	
Biron, Patricia A	U026-5729	7 Mariners Cv	\$969.61	
Block, Ann K	U004-136	22 Powderhorn Dr	\$5,886.93	
Bongiovanni, Robert	T003-013	13 Crystal Ln	\$281.98	
Boston And Maine	R078-001	0 Pleasant Hill Rd	\$11.34	***
Boston And Maine Corp	R078-004	660 Pleasant Hill Rd	\$11.70	***
Boston And Maine Corp	R088-010	0 Pine Point Rd	\$10.79	***
Boston And Maine Corp	R078-083	101 Abandoned E Rt Rr	\$10.92	***
Bowser, Neil R	R001-009a	10 Burnham Rd	\$4,247.82	
Brackett, Philip L Jr	R045-003b	0 Broadturn Rd	\$15.17	
Brown, Henry P	R022-030a	175 Beech Ridge Rd	\$4,996.47	
Brown, Mitchell James	R098-023d	16 Ivory Hill Ln	\$6,271.15	
Cange, Suzanne M	U024-001b	272 Pine Point Rd	\$5,654.42	
Carrigan, Timothy J	U026-020	20 Jasper St	\$3,330.98	
Chamberlin, Patricia L	U024-042	285 Pine Point Rd	\$0.00	
Chambers, John H	R074-009	86 Black Point Rd	\$1,850.18	
Chau, Sulan	U035-016	561 Us Route 1	\$64.84	
Childs, Richard	T003-002	2 David Dr	\$126.97	
Chin, Jing Ngee & Chin, Chun Oi	U043-017	38 Black Point Rd	\$3,614.61	
Clark, Sharon L	R005-015a	60 Burnham Rd	\$2,434.94	
Cloutier, John	R099-023a	100 Spurwink Rd	\$7,092.35	
Colpritt, Daniel D	R053-002a	343 Payne Rd	\$3,359.01	
Connerney, Duane E	U046-720	4 Arbor View Ln	\$3,026.74	
Cormier, Keri A	R044-007	130 Broadturn Rd	\$890.46	
Cummings, Robert A	R088-005	24 Snow Canning Rd	\$197.66	***
Davis, Robert & Barbara	T003-010	10 David Dr	\$47.82	
Deering, Emmy O	U013-004a	40 Clay Pits Rd	\$3,468.82	
Deering, Gary M	U013-004	42 Clay Pits Rd	\$3,680.10	
Devenish, Todd	U014-811	8 Hampton Cir	\$3,288.93	
Dill, Randall G Sr	R018-029	359 Gorham Rd	\$1,832.04	
Dimick, Patrick	U001-018	31 Vesper St	\$11,317.09	
Dimick, Patrick	U001-083	3 Shipwreck Rd	\$13,104.60	
Douglas, Paul W	R012-005	0 Beech Ridge Rd	\$1,019.08	
Douglas, Steve L	R013-001g	6 Dollys Way	\$68.96	
Dow, Willard C	R031-023a	127 Holmes Rd	\$1,444.52	
Eastern Slope Realty Llc	U046-1237	37 Clearview Dr	\$1,146.88	***
Foley, Joan P	U031-052	24 Broadturn Rd	\$1,835.34	***

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2018
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2017

Foster, Robert J	R099-041	316 Pleasant Hill Rd	\$4,772.21	
Foster, Robert John	R099-040	312 Pleasant Hill Rd	\$4,156.03	

2017

Frustaci, Joseph A	R059-201	7 Sawgrass Dr	\$1,212.02	***
Frustaci, Joseph A	R059-222	2 Sumac Ln	\$1,099.88	***
Future Visions Realty Llc	U039-044	370 Us Route 1	\$122.62	
Genes Farm Llc	R079-005	109 Highland Ave	\$48.62	***
Gilliam, Jeffrey	T003-018	18 Crystal Ln	\$9.89	
Gilman Real Estate Mgmt	U039-049	341 Us Route 1	\$4,805.19	
Ginn, Clifford M	R102-010a	62 Marion Jordan Rd	\$56,920.18	
Griffith, Melani Elissa	U017-021	9 Massacre Ln	\$7,186.34	
Grondin, Philip H	R024-011	0 Holmes Rd	\$64.31	
Grondin, Philip H & Frank D	R009-006a	0 Broadturn Rd	\$263.84	
Grover, Charles I	R027-010	72 Ash Swamp Rd	\$989.36	
Hayes, Michael P	U046-1204	4 Clearview Dr	\$2,814.84	
Hazel, Angela D	R014-015	301 Beech Ridge Rd	\$1,288.69	
Hopkins, Dwayne A	U031-002a	6 Dunstan Ave	\$496.11	
Horr, Dorothy M	R020-008	83 Holmes Rd	\$1,916.14	
Huntington, Steven E	R048-006c	6 Sargent Rd	\$6,066.67	
Keast, Heather Jean	R018-011a	407 Gorham Rd	\$36.85	
Lacroix, Camil	U022-096c	3 Dunefield Ln	\$2,077.38	
Legere, Raymond P & Jane H	R032-001a	140 Two Rod Rd	\$469.47	
Leighton Farm Llc	R057-1b28	14 Leighton Farm Rd	\$548.29	
Leighton Farm Llc	R057-1b29	16 Leighton Farm Rd	\$593.64	
Leighton Farm Llc	R057-1b30	18 Leighton Farm Rd	\$44.19	***
Leighton Farm Llc	R057-1b32	22 Leighton Farm Rd	\$636.51	
Leighton Farm Llc	R057-1b41	56 Dylan Dr	\$626.62	
Leighton Farm Llc	R057-1b42	54 Dylan Dr	\$626.62	
Leighton Farm Llc	R057-1b43	52 Dylan Dr	\$583.75	
Leighton Farm Llc	R057-1b65	45 Dylan Dr	\$715.67	
Leighton Farm Llc	R057-1b87	43 Dylan Dr	\$626.62	
Leighton Farm Llc	R057-1b88	41 Dylan Dr	\$702.47	
Leighton Farm Llc	R057-1b99	2 Leighton Farm Rd	\$170.67	
Leighton Farms Llc	R057-1b98	31 Elmwood Ave	\$1,603.65	
Leighton Farms Llc	R057-001b	47 Elmwood Ave	\$441.93	
Libbey, Robert E	R094-008	309 Pleasant Hill Rd	\$2,901.41	
Lydon, Joseph P Jr	R009-665	29 Fengler Rd	\$3,646.76	
Lynch, Kevin J & Krista M	R095-003d	234 Pleasant Hill Rd	\$2,016.59	***
Lyon, John K	U024-051	269 Pine Point Rd	\$3,400.24	
Maietta Enterprises Inc	R078-048	11 Maietta Dr	\$19,652.78	
Maietta Enterprises Inc	R078-050a	150 Pleasant Hill Rd	\$3,161.13	
Maietta, Louis & Roberta	R078-050b	21 Maietta Dr	\$3,349.94	
Marquis, Julie	U042-015	27 Imperial Ln	\$3,065.49	
Mccormick, Kevin	U048-060	2 Park Ave	\$2,808.25	
Mcdougall, Joan B	R102-024	41 Kirkwood Rd	\$13,351.95	
Mcnally, Matthew A	U016-058	9 Thomas Dr	\$5,268.56	
Merle Hartford Painting Llc	R035-018	93 Running Hill Rd	\$1,459.11	
Michaud Properties Inc	R062-027	5 Lincoln Ave	\$9.80	***
Milliken, Iola M	R023-014b	22 Mitchell Hill Rd	\$2,968.20	
Montgomery, John	T003-008	8 David Dr	\$140.17	
Morales, Mary M	U006-036	14 Nelsen Rd	\$2,034.73	
Moulton, Stephen T	R089-004	16 Black Rock Rd	\$6,059.26	
Nappi, Joseph S	R032-006	162 Two Rod Rd	\$4,114.26	***
Npc Llc	R055-008	7 Border Rd	\$9,729.10	
Nelson, Carole J	U051-044	192 Payne Rd	\$2,085.26	
Nute, Emery S. Jr	T001-184	184 Balsam St	\$23.09	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2018

2017

Oatman, Robert & Shirley	U001-074	21 Shipwreck Rd	\$50.00	
Obrien, Amanda	T003-011	11 David Dr	\$138.52	
Obrien, Lois	U025-002	212 Pine Point Rd	\$4,015.32	
Olson, Frank A Trustee	U020-049	1 Checkley Pt	\$31,380.12	
Parsons-West, Zachary	T003-030	30 Matthews Way	\$118.73	
Pine Tree Corp	R076-013	0 Nonesuch Riv	\$28.05	
Piner, Marianne	T002-407	407 Topaz Dr	\$78.33	
Piper, Arlene P	T002-332	332 Garnet Dr	\$755.24	
Pollak, Denis	R024-117	9 Carter Brook Dr	\$1,808.95	
Powers, Meghan C	U006-108	4 Ramsay Ter	\$3,207.31	
Raabe, Jennifer	U006-113	22 Robinson Rd	\$3,485.99	
Ready Real Estate Llc	R088-008	350 Pine Point Rd	\$66.23	
Remich, Rogers	R037-011	245 Gorham Rd	\$3,832.50	
Rose, David	U033-061	36 Orchard St	\$2,311.90	
Saco Street Realty Llc	R016-003	96 Saco St	\$1,589.64	
Salem, Anthony W	U017-014a	33 Massacre Ln	\$25,173.70	
Sansonetti, Michael	R028-008k	31 Glenndale Cir	\$4,665.02	
Scott, Kathleen F	U013-009	53 Clay Pits Rd	\$2,735.69	
Seamans, Cary	R028-005	162 Broadturn Rd	\$20.49	
Silke, Barbara Jane	R073-003	4 Old County Rd	\$1,900.99	***
Skillings, Terry & Doris	U002-169	55 Greenwood Ave	\$7,103.89	
Skillings, Terry & Doris	R098-016a	154 Spurwink Rd	\$5,702.24	
Snelling, Rosemary H Heirs Of	U043-027	4 Seaview Ave	\$1,818.32	
Spalding, Gerald C	R013-004b	12 Independence Way	\$88.22	
Sparling Family Llc	R102-2631	31 Atlantic Dr	\$9.72	
Star Homes Inc	R059-002	62 Sawyer Rd	\$59.36	***
Star Homes Inc	U043-028d	14 Ward St	\$1,419.79	***
Star Homes Inc	U047-045	0 Elmwood Ave	\$657.95	
States, Carlisle	U017-053	7 Saccarappa Ln	\$12,387.29	
Stover, Ernest & Kathleen	U050-003	29 Us Route 1	\$913.29	
Stuart, Randall	U031-016	9 Charles Cir	\$2,676.33	
Sullivan, Richard J Jr	R073-021c	1 Sullivan Farm Rd	\$3,892.60	
Tassie, Karen A	U011-1215	30 Horseshoe Dr	\$4,874.44	***
Thayer Development Llc	R023-001a	138 Beech Ridge Rd	\$2,879.15	
Thayer Development Llc	R023-001b	6 Provident Dr	\$169.85	
Thompson, Kenneth E Heirs Of	R004-022	131 Burnham Rd	\$2,966.55	
Thrall, William Jr	R083-024	128 Winnocks Neck Rd	\$1,395.05	
Tibbetts, Richard E	R055-020	63 Mussey Rd	\$3,220.50	
Tong, Man Tan	T002-335	335 Garnet Dr	\$4.12	
Tripp, Glenn	T002-218	218 Emerald Dr	\$286.93	
Tucker, Richard H.	Y=U019-011	22 Jocelyn Rd	\$119.11	
Turner, Gregory P & Deborah R	U026-057b	5 Turners Way	\$5,238.87	
Waterhouse Richard S	R042-002a	20 West Beech Ridge Rd	\$608.48	***
Waterhouse Richard S	R042-002d	0 West Beech Ridge Rd	\$183.86	***
Waterhouse, Richard S	R042-002	22 West Beech Ridge Rd	\$2,232.74	***
Waterhouse, Richard S	R041-014	51 Beech Ridge Rd	\$1,400.82	***
Waterhouse, Richard S	R041-015	49 Beech Ridge Rd	\$1,415.66	***
Wheeler, Thaddeus E	R015-066	51 Saco St	\$415.44	
Wibe, Peter	R041-008	202 Payne Rd	\$559.39	***
Williams, Stephanie	R041-017	41 Beech Ridge Rd	\$1,261.49	
Worster, Susan J	U029-002	754 Us Route 1	\$44.53	
Wright, Hayward & Dorothy	U043-075	11 Black Point Rd	\$2,227.80	
Xaphes, Philip Estate Of	U023-066	80 East Grand Ave	\$10,141.35	
Xaphes, Philip Estate Of	U023-067	5 Ninth St	\$12,382.34	

***** Represents Taxes Paid
After June 30, 2018**

UNCOLLECTED PERSONAL TAXES**1997**

Stearns Property Service	287 Gorham Road	\$358.00
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1998

Stearns Property Service	287 Gorham Road	\$920.00
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1999

Stearns Property Service	287 Gorham Road	\$960.00
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2000

Stearns Property Service	287 Gorham Road	\$980.00
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2001

Stearns Property Service	287 Gorham Road	\$765.00
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2002

Stearns Property Service	287 Gorham Road	\$785.00
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2003

Stearns Property Service	287 Gorham Road	\$827.42
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2004

Stearns Property Service	287 Gorham Road	\$1,300.50
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2005

Stearns Property Service	287 Gorham Road	\$847.50
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2006

Stearns Property Service	287 Gorham Road	\$861.00
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2007

Maietta Construction Inc	154 Pleasant Hill Road	\$6,068.74
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Stearns Property Service	287 Gorham Road	\$885.00
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2008

Maietta Construction Inc	154 Pleasant Hill Road	\$5,694.71
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Stearns Property Service	287 Gorham Road	\$911.25
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2009

Maine Earthmoving Inc	12 Runway Rd	\$8,235.99
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Maietta Construction Inc	154 Pleasant Hill Rd	\$4,348.49
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G M Pollack	600 Roundwood Dr	\$1,250.05
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Stearns Property Service	287 Gorham Rd	\$911.25
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Creative Awards	225 Us Route 1	\$125.01
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UNCOLLECTED PERSONAL TAXES**2010**

All Points Realtors	674 Us Route 1	\$126.30
At & T	383 Us Route 1	\$505.20
Creative Awards	225 Us Route 1	\$252.60
Dr Stereo	695 Us Route 1	\$34.10
G M Pollack	600 Roundwood Dr	\$505.20
Innes Photo Services	25 Plaza Dr	\$7.46
Maietta Construction Inc	154 Pleasant Hill Rd	\$3,497.25
Maietta Foundation	154 Pleasant Hill Rd	\$202.08
Maine Earthmoving Inc	12 Runway Rd	\$2,822.93
Stearns Property Service	287 Gorham Rd	\$947.25

2011

At & T	383 Us Route 1	\$521.20
Attention To Every Detail	3 Southgate Rd	\$35.18
Creative Awards	225 Us Route 1	\$260.60
Dragon Fire Martial Arts Inc	154 Pleasant Hill Rd	\$26.06
G M Pollack	600 Roundwood Dr	\$521.20
Healthsource Of Scarborough	426 Us Route 1	\$490.68
Innes Photo Services	25 Plaza Dr	\$525.77
Maietta Construction Inc	154 Pleasant Hill Rd	\$1,364.24
Maietta Foundation	154 Pleasant Hill Rd	\$208.48
Maine Auto Detailing	9 Washington Ave	\$130.30
Maine Earthmoving Inc	12 Runway Rd	\$2,110.86
Maine Floral Creations	693 Us Route 1	\$37.79
Ncs Logistics	3 Southgate Rd	\$35.18
Pine Point Pediatric & Adolescent	6 Pine Point Rd	\$280.15
Portland Air Conditioning Inc	29 Washington Ave	\$652.80
Stearns Property Service	287 Gorham Rd	\$977.25
Stir Crazy	183 Us Route 1	\$386.99
Tile Solutions	7 Southgate Business Park	\$65.15

2012

Creative Awards	225 Us Route 1	\$276.00
Dr Stereo	695 Us Route 1	\$37.26
Iworx Inc / Preval Direct	51 Us Route 1	\$2,394.30
Kitchen & Cork	400 Expedition Dr Unit A	\$552.00
Lilley's Limousine	25 Ross Rd	\$35.88
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$1,444.86
Mail America Inc	6 Us Route 1	\$276.00
Maine Coast Properties	383 Us Route 1	\$672.06

UNCOLLECTED PERSONAL TAXES**2012**

Maine Earthmoving Inc	12 Runway Rd	\$2,235.60
Rovner, Ronald Md	96 Campus Dr	\$534.21
Sea Smoke Bbq	183 Us Route 1	\$345.00
Sram Corp	151 Us Route 1	\$434.70
The Specific Chiropractic Center	51 Us Route 1	\$690.00
Waterhouse Tree Service	24 W Beechridge Rd	\$276.00

2013

Brown Fox Printing	253 Us Route 1	\$406.17
Creative Awards	225 Us Route 1	\$324.94
Custom Hawg Parts	594 Us Route 1	\$147.70
Farren Insurance Services	153 Us Route 1	\$23.63
Innes Photo Services	25 Plaza Dr	\$776.90
Kitchen & Cork	400 Expedition Dr Unit A	\$649.88
Lilley's Limousine	25 Ross Rd	\$42.83
Little Paws Llc	456 Payne Rd	\$162.47
Luxury Nails & Spa	201 Us Route 1	\$192.01
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$1,701.50
Mail America Inc	6 Us Route 1	\$324.94
Maine Coast Properties	383 Us Route 1	\$791.67
Maine Earthmoving Inc	12 Runway Rd	\$1,726.61
Meat House-Lopez, Chaff & Wiesman	450 Payne Rd	\$2,307.07
Rovner, Ronald Md	96 Campus Dr	\$106.34
Sram Corp	151 Us Route 1	\$512.52
Tlac Motors	3 Southgate Rd	\$69.42
Treely Uni Landscape	262 Broadturn Rd	\$406.18
Viking Restoration	3 Southgate Rd	\$81.24
Waterhouse Tree Service	24 W Beech Ridge Rd	\$649.88
Watermatic Irrigation Co	21 Washington Ave	\$252.57

2014

Bard Industries	6 Washington Ave	\$664.40
Colpritt, Daniel	343 Payne Rd	\$30.95
Computerworks	450 Payne Rd	\$92.11
Creative Awards	25 Plaza Dr	\$365.42
Custom Hawg Parts	594 Us Route 1	\$166.10
Farm Family Insurance	89 Mussey Rd	\$18.12
Innes Photo Services	27 Gorham Rd	\$874.29
Kitchen & Cork	400 Expedition Dr Unit A	\$730.84

UNCOLLECTED PERSONAL TAXES**2014**

Lilley's Limousine	25 Ross Rd	\$48.32
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$1,008.68
Mail America Inc	6 Us Route 1	\$365.42
Maine Earthmoving Inc	12 Runway Rd	\$1,765.19
Maine Shellware	6 Science Park Rd	\$67.95
Maine Street Living	27 Gorham Rd	\$223.48
Mimosas Salon	29 Gorham Rd	\$155.53
Oak Hill Dry Cleaners	27 Gorham Rd	\$279.35
Oak Hill Montessori School	7 Black Point Rd	\$42.28
Rovner, Ronald Md	400 Enterprise Dr	\$119.29
Smith And Son Excavating	86 Pleasant Hill Rd	\$878.82
Sram Corp	151 Us Route 1	\$576.82
Tlac Motors	3 Southgate Rd	\$155.53
Traning Room, The	285 Us Route 1	\$151.00
Treely Uni Landscape	262 Broadturn Rd	\$457.53
Waterhouse Tree Service	24 W Beech Ridge Rd	\$730.84
Xtreme Audio	695 Us Route 1	\$45.30

2015

Alby	20 Snow Canning Rd	\$77.45
Atlantic Landscape & Design	2 Lincoln Ave	\$1,373.96
Cliff's Antique Market	370 Us Route 1	\$58.86
Colpritt, Daniel	343 Payne Rd	\$63.51
Computerworks	152 Us Route 1	\$94.49
Digitrace Care Systems	29 Spring St	\$323.74
Dump Guy, The	154 Pleasant Hill Rd	\$30.98
Fashiongods, The	201 Us Route 1	\$79.00
Fridgen Chiropractic Ctr	342 Us Route 1	\$53.44
Hair Crafts Plus	618 Us Route 1	\$87.11
Hallowed Ground	287 Gorham Rd	\$30.98
Hb Exotics	287 Gorham Rd	\$30.98
Healthsource Of Scarborough	426 Us Route 1	\$112.04
High Ridge	10 Snow Canning Rd	\$77.45
I Store Phone Repair	582 Us Route 1	\$94.49
Innes Photo Services	27 Gorham Rd	\$896.87
Jackson Hewitt Tax Service	605 Us Route 1	\$38.72
Kd Landscaping Co	46 Saco St	\$384.92
Ken Little Boat Storage	148 Pleasant Hill Rd	\$77.45

UNCOLLECTED PERSONAL TAXES**2015**

Khievs Oriental Market	243 Us Route 1	\$77.45
Lilley's Limousine	25 Ross Rd	\$49.57
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$1,962.58
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$300.51
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$37.18
Mail America Inc	6 Us Route 1	\$374.86
Maine Earthmoving Inc	12 Runway Rd	\$1,810.78
Mimosas Salon	29 Gorham Rd	\$319.09
Oak Hill Dry Cleaners	27 Gorham Rd	\$286.57
Oak Hill Montessori School	7 Black Point Rd	\$43.37
Powerwheels	93 Mussey Rd	\$187.43
Rovner, Ronald Md	400 Enterprise Dr	\$122.37
Scarborough Auto Parts	40 Holmes Rd	\$949.76
Scarborough Gardens	90 Broadturn Rd	\$30.98
The Spa At Scarborough	311 Beech Ridge Rd	\$41.85
Tim Byrne Photography	27 Gorham Rd	\$94.49
Traning Room, The	285 Us Route 1	\$154.90
Treely Uni Landscape	262 Broadturn Rd	\$469.35
Waterhouse Tree Service	24 W Beech Ridge Rd	\$749.72
Xtreme Audio	695 Us Route 1	\$46.47

2016

A Handfull Salon	89 Mussey Rd	\$96.31
Abundance	20 Snow Canning Rd	\$150.44
Alby	20 Snow Canning Rd	\$79.60
Atlantic Landscape & Design	2 Lincoln Ave	\$1,412.10
Chicago Dogs	285 Us Route 1	\$304.07
Chowderhead's	29 Gorham Rd	\$79.60
Colpritt, Daniel	343 Payne Rd	\$65.27
Connolly's Plumbing	3 Connolly Way	\$30.25
Creative Child & Adult Arts Progra	152 Us Route 1	\$15.92
Culligan	0	\$31.84
Custom Hawg Parts	594 Us Route 1	\$87.56
Dollar Store Marketplace	27 Hannaford Dr	\$82.78
Dolphin Capitol Corporation	0 Var	\$31.84
Dump Guy, The	154 Pleasant Hill Rd	\$31.84
Encore Dance Company	152 Us Route 1	\$15.92
Fashiongods, The	201 Us Route 1	\$81.19
Foster, Robert J	312 Pleasant Hill Rd	\$38.21
Fridgen Chiropractic Ctr	342 Us Route 1	\$109.85

UNCOLLECTED PERSONAL TAXES**2016**

Go Green Landscaping	4 Royal Ridge Rd	\$262.68
Hair Crafts Plus	618 Us Route 1	\$35.02
Hallowed Ground	287 Gorham Rd	\$31.84
Hb Exotics	287 Gorham Rd	\$31.84
Healthsource Of Scarborough	426 Us Route 1	\$211.74
I Store Phone Repair	582 Us Route 1	\$97.11
Integrity Movers	3 Commercial Rd	\$15.92
Kd Landscaping Co	46 Saco St	\$791.22
Ken Little Boat Storage	148 Pleasant Hill Rd	\$79.60
King, Lisa Lmt	306 Us Route 1	\$17.39
Levine, Elaine E	43 East Grand Ave	\$28.65
Lilley's Limousine	25 Ross Rd	\$50.94
Lots For Tots	152 Us Route 1	\$38.21
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$2,017.06
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$308.85
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$38.21
Maine Earthmoving Inc	12 Runway Rd	\$1,861.05
Meserve, Geneva L Lcpc	636 Us Route 1	\$19.10
Mimosas Salon	29 Gorham Rd	\$327.95
Mobile Home Brokers	700 Us Route 1	\$30.14
Nail Pro	605 Us Route 1	\$38.21
Oak Hill Dry Cleaners	27 Gorham Rd	\$294.52
Oak Hill Montessori School	7 Black Point Rd	\$44.58
Portland Cover Llc	3 Southgate Rd	\$21.82
Powerwheels	93 Mussey Rd	\$192.63
Pro Fit Training Center	6 Lincoln Ave	\$79.60
Rocco Leo Masonry	7 Bridges Dr	\$963.16
Rovner, Ronald Md	400 Enterprise Dr	\$125.77
Sandbaggers	13 Washington Ave	\$482.38
Scarborough Auto Parts	40 Holmes Rd	\$1,055.50
Scarborough Gardens	90 Broadturn Rd	\$63.68
Skunk Works	10 Snow Canning Rd	\$79.60
Smart Source Llc	71 Pleasant Hill Rd	\$285.02
Smith Kjeldgaard & Hayes	51 Us Route 1	\$31.84
Technical Support Inc	4 Highland Ave	\$648.57
The Event Light Pros	20 Mussey Rd	\$31.84
Treely Uni Landscape	262 Broadturn Rd	\$482.38

UNCOLLECTED PERSONAL TAXES**2016**

Unified Merchant Services	0 Various Location	\$3.18
Vector Marketing	15 Pleasant Hill Rd	\$16.37
Waterhouse Tree Service	22 W Beech Ridge Rd	\$770.53
Xtreme Audio	695 Us Route 1	\$47.76

2017

A Handfull Salon	89 Mussey Rd	\$219.32
Albano Waste Services	46 Saco St	\$824.50
Alby	20 Snow Canning Rd	\$329.80
At & T Mobility Llc	0 Various Location	\$593.64
At & T Store	456 Payne Rd	\$520.39
Atlantic Landscape & Design	2 Lincoln Ave	\$1,609.42
Audio D & Finetone	152 Us Route 1	\$90.70
Beach Glass Transitions	306 Us Route 1	\$247.35
Brown & Myers Inc	71 Pleasant Hill Rd	\$278.68
Caseiro Burke Llc	383 Us Route 1	\$50.29
Castle Distributors	137 Pleasant Hill Rd	\$469.97
Chapman Chiropractic Ctr Pa	306 Us Route 1	\$122.02
Chowderhead's	29 Gorham Rd	\$181.39
Chubb Insurance	308 Us Route 1	\$123.68
Colpritt, Daniel	343 Payne Rd	\$74.21
Connolly's Plumbing	3 Connolly Way	\$34.63
Creative Child & Adult Arts Progra	152 Us Route 1	\$18.14
Culligan	0	\$36.28
Custom Hawg Parts	594 Us Route 1	\$199.53
Directv, Llc	0 Various Location	\$24.58
Dirigo Wholesale	15 Pleasant Hill Rd	\$167.18
Dump Guy, The	154 Pleasant Hill Rd	\$36.28
Dunkin Donuts - Gallery	500 Gallery Blvd	\$639.81
Elite Motors	136 Pleasant Hill Rd	\$90.70
Encore Dance Company	152 Us Route 1	\$18.14
Estes Custom Builders	15 Holly St	\$186.34
Fashiongods, The	201 Us Route 1	\$92.34
Focal Point Manual Therapies	7 Oak Hill Ter	\$39.58
Foster, Robert J	312 Pleasant Hill Rd	\$42.87
Fridgen Chiropractic Ctr	342 Us Route 1	\$125.32
G M Specialties	1 Commercial Rd	\$217.33
Gardner, George Dr	6 Science Park Rd	\$436.98

UNCOLLECTED PERSONAL TAXES**2017**

Goldberg, Ross	55 Mitchell Hill Rd	\$41.23
Golden Thread Designs	3 Commercial Rd	\$109.66
Greater Portland Chiropractic	400 Enterprise Dr	\$454.97
Hair Addiction	85 County Rd	\$109.66
Hair Crafts Plus	618 Us Route 1	\$39.58
Hallowed Ground	287 Gorham Rd	\$36.28
Healthsource Of Scarborough	426 Us Route 1	\$240.75
Highland Ave Greenhouse	109 Highland Ave	\$15.05
Horizon Solutions Llc	32 Haigis Pkwy	\$5,400.47
Ken Little Boat Storage	148 Pleasant Hill Rd	\$329.80
King, Lisa Lmt	306 Us Route 1	\$24.74
Lakeland Rental	8 Us Route 1	\$32.15
Lanphear Enterprises, Inc	15 Holly St	\$41.23
Levine, Elaine E	43 East Grand Ave	\$65.96
Lilley's Limousine	25 Ross Rd	\$57.72
Lots For Tots	152 Us Route 1	\$42.87
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$2,298.71
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$351.24
Maietta Enterprises Inc	154 Pleasant Hill Rd	\$42.87
Maine Earthmoving Inc	12 Runway Rd	\$1,927.68
Maine Real Estate Network	84 Jones Creek Dr	\$54.42
Mimosas Salon	29 Gorham Rd	\$374.32
Mobile Home Brokers	700 Us Route 1	\$56.07
Mutty Paws	411 Payne Rd	\$84.54
Nail Pro	605 Us Route 1	\$42.87
Northeast Concrete	7 Border Rd	\$1,995.29
Oak Hill Dry Cleaners	27 Gorham Rd	\$336.40
Orthopaedic Physical Therapy Assoc	23 Hannaford Dr	\$685.98
Phantom Fireworks	2 Cabela Blvd	\$470.36
Pine State Convenience	0 Various Location	\$5.31
Pleasant Hill Cafe	132 Pleasant Hill Rd	\$263.84
Pleasant Hill Storage Inc	8 Pleasant Hill Rd	\$219.32
Portland Computer Copy Inc	0 Various	\$181.39
Portland Cover Llc	3 Southgate Rd	\$49.47
Powerwheels	93 Mussey Rd	\$219.32
Rocco Leo Masonry	7 Bridges Dr	\$1,098.23

UNCOLLECTED PERSONAL TAXES**2017**

Roy's Shoe Shop	174 Us Route 1	\$67.61
Sandbaggers	13 Washington Ave	\$549.12
Scarborough Auto Parts	40 Holmes Rd	\$1,202.12
Scarborough Downs	1 Scarborough Downs Rd	\$39.72
Scarborough Gardens	90 Broadturn Rd	\$36.28
Scarborough Laundromat Bus	152 Us Route 1	\$487.28
Skunk Works	10 Snow Canning Rd	\$329.80
Smart Source Llc	71 Pleasant Hill Rd	\$1,154.30
Smith Kjeldgaard & Hayes	51 Us Route 1	\$82.45
Southern Maine Brazilian JiuJitsu	605 Us Route 1	\$82.45
Spectrum Medical Group	33 Gorham Rd	\$955.59
Tapley Storage	15 Holly St 106	\$329.80
Technical Support Inc	4 Highland Ave	\$2,908.84
The Complex - Millyard Llc	717 Us Route 1	\$164.90
The Event Light Pros	20 Mussey Rd	\$82.45
Therapy Works	636 Us Route 1	\$15.66
Tlac Motors	3 Southgate	\$186.34
Traffic Jam	9 Haigis Pkwy	\$39.58
Treely Uni Landscape	262 Broadturn Rd	\$549.12
Us Process Systems	11 Washington Ave	\$4,122.50
Villari's Self-Defense Ctr	25 Plaza Dr	\$107.18
Waterhouse Tree Service	22 W Beech Ridge Rd	\$877.27
Wex Inc	3 Commercial Rd	\$18.61
Wing Lee Inc	618 Us Route 1	\$192.93

*** Represents Taxes Paid After June 30, 2018



Report from the

PLANNING DEPARTMENT*To the Town Manager, Town Council, and Citizens of Scarborough:*

Jay Chace
Town Planner

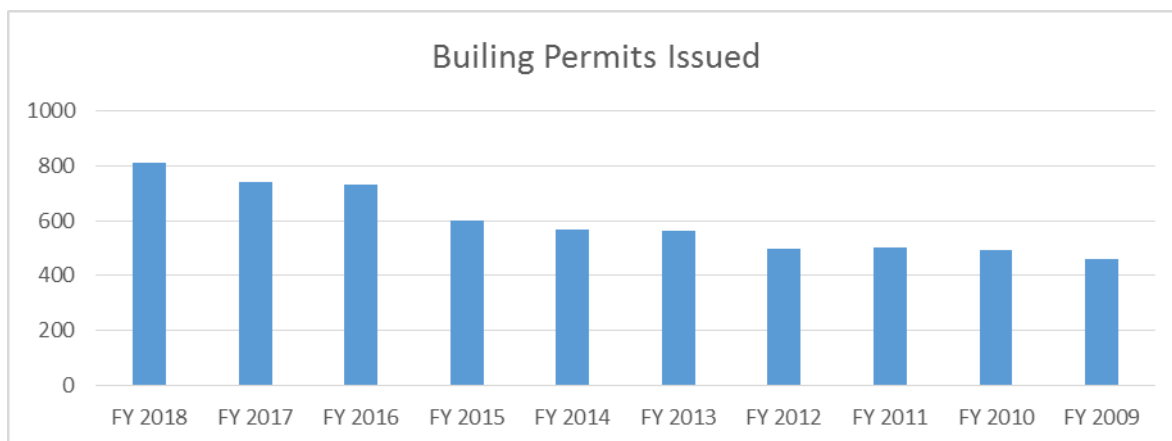
It is with great pleasure that I submit the annual report for the 2018 fiscal year (FY18) on behalf of the Planning and Code Enforcement Department. Our department and staff serve the Town in a wide range of ways - from long range planning for growth, development, transportation, and natural resource conservation to development review, permitting, and building and construction inspection and oversight. All of these roles, responsibilities and initiatives are important to us and we work hard to be customer-friendly, professional, and proactive.

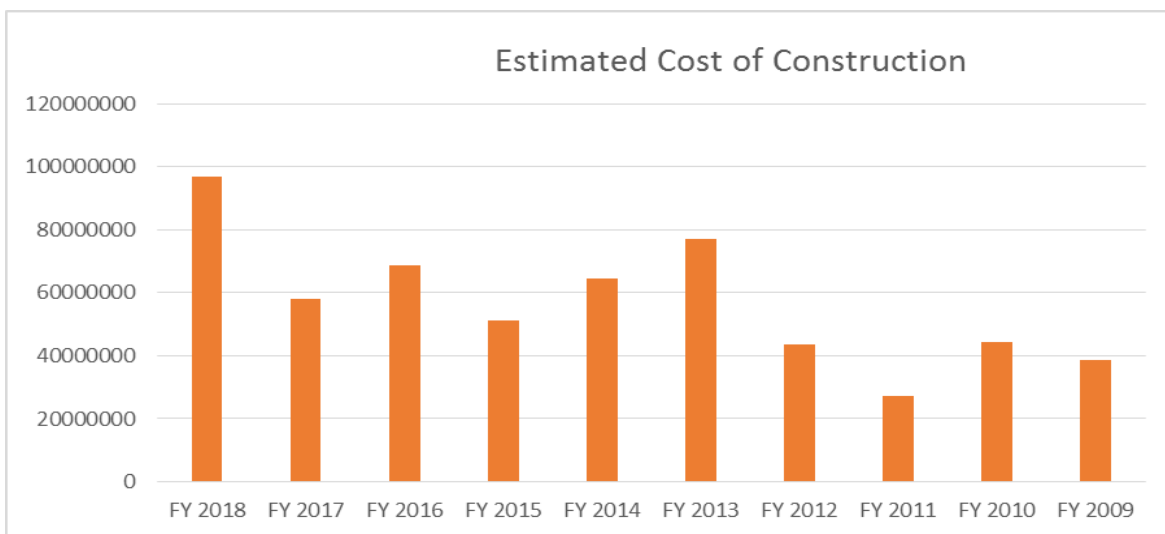
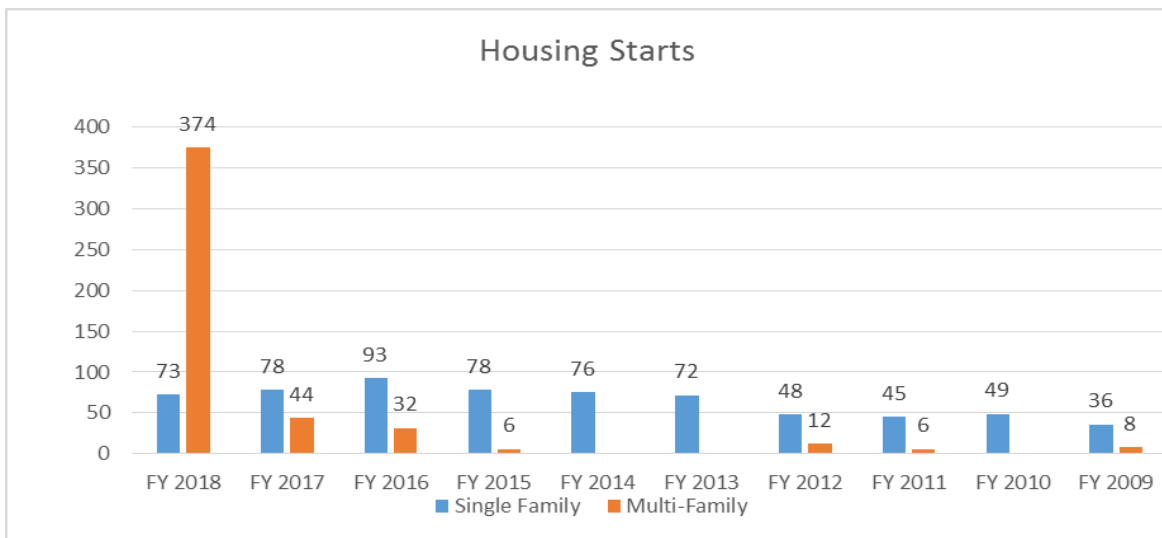
This year we welcomed Jamel Torres to our department as Assistant Planner. Jamel is a graduate of Community Planning and Development program at the University of Southern Maine's Muskie School and mostly recent worked as a regional planner at the Southern Maine Planning and Development Commission.

Given our wide ranging work, we have a diverse, competent staff with a variety of skills organized under two different divisions. Our two divisions are **Planning and Engineering** and **Zoning and Code Enforcement**, though we all work hand in hand daily. We are also closely aligned with the other Town departments and share staff with the Fire Department, Community Services and Public Works.

Zoning and Code Enforcement

Our Zoning, Code Enforcement, and Administrative staff work hard every day to ensure compliance with our building, life-safety, land use codes, and natural resource regulations, through our plans review, permitting, and inspection program. Our Zoning and Codes team is very active with a high volume of permitting, inspections and related assistance provided to applicants and the general public. As illustrated below, overall development activity is robust and growing with over 800 permits issued in FY18. This year our department and the community experienced a significant increase in multi-family development resulting in 374 new multi-family units building permits being issued. Single-family development remained stable with over 70 new single family building permits issued. The increase in building permits issued contributed to over \$96 million worth of new construction value occurring in FY18, an increase of over \$38 million from FY17.



Planning Report Continued:

Given the volume and value of construction activity in Scarborough, our staff work diligently to manage this level of plan reviews, permits applications and site and building inspections.

Planning and Engineering

Similar to the volume of construction activity managed by our Zoning and Code Enforcement team, Planning and Engineering directed a similar load of development review, planning studies, zoning efforts, and transportation initiatives.

In particular, FY 2018 was defined by our department's efforts related to the Comprehensive Plan; watershed management planning and restoration; and sustainability efforts. These key land use, transportation, and environmental initiatives, as well as others of significance are highlighted below.

Planning Report Continued:**Key Initiatives and Accomplishments for FY 2018**

- **Comprehensive Planning-** Working with the Long Range Planning Committee the town engaged in a public dialogue to update the Comprehensive Plan. The Comprehensive Plan will guide future decisions for land use related to conservation and growth in Scarborough, transportation, natural resources, housing, parks and open spaces, sustainability, trails, public facilities and services, economic development, as well as community identity.
- **Watershed Planning and Restoration-** Our department, in partnership with Public Works, has been focused addressing the town's two "urban impaired" streams – Red Brook and Phillips Brook. In FY 2018 we successfully completed the Phillips Brook Watershed Management Plan, which included a stakeholders process and public presentation. With the completion of the Watershed Management Plan our department was able to submit an application to the Maine DEP for implementing the goals of the Watershed Plan. We are hopeful our submission will be successfully awarded in FY19.
- **Transportation Efforts-** Collaborating with partners at Portland Area Comprehensive Transportation System (PACTS), a regional planning organization, our department completed a study of the Regional Transportation Management System in the North Scarborough area through Route 22 and Route 114.

In partnership with the City of Saco our department secured funding through PACTS for a compressive planning study for the Route 1 corridor. The efforts of this partnership will take shape throughout FY19.

- **Sustainability-** Working with the Energy Committee, our department helped to update and finalize the town Energy Plan, which was endorsed by Town Council.

Our department acquired a second all-electric vehicle for building inspections and site visits to help reduce our carbon footprint and reduce overall costs for conducting our work throughout the community.

In addition to these initiatives, the Planning and Engineering Division manages the Site Plan and Subdivision review process, which has included some significant development projects in FY18. Most notably:

- **Multi-family development-** approval of over 400 multi-family units in four major developments, including the *The Beacon at Gateway* which was approved for 288 "luxury" style apartments.
- **Single Family Subdivisions-** three single family subdivision were approved, totaling 28 new lots.
- **Commercial Development-** in addition to a number of smaller additions, over 75,000SF of new commercial space (office, retail and restaurant) was approved for development.

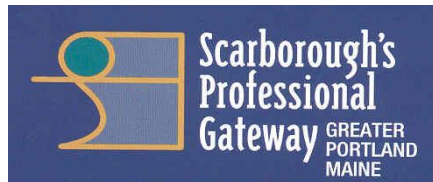
Lastly, I would like to thank and recognize all of our staff – Town Engineer Angela Blanchette; Zoning Administrator Brian Longstaff, Code Enforcement Officer and Fire Inspector James Butler; Code Enforcement Officers Brian Dobson and Mark Mitchell; Administrative Assistants Robin Dahms and Karen Patterson; and Sustainability Coordinator Kerry Strout Grantham – for their hard work, dedication, professionalism and innovation.

Respectfully submitted,
Jay Chace
 Town Planner

Report from the

SCARBOROUGH ECONOMIC DEVELOPMENT CORPORATION

To the Town Manager, Town Council, and Citizens of Scarborough: **Not Done**



Karen Martin
Executive Director

SED CO (Scarborough Economic Development Corporation) was incorporated in 1985 by the Scarborough Town Council as a non-profit development corporation to manage its economic development program.

FY 2018 in Review

The Scarborough Economic Development Corporation (SED CO) develops, supports and promotes sustainable economic development practices leading to a healthy, diverse and resilient local economy for the Scarborough community.

In Fiscal Year 2018, Scarborough benefitted from new businesses, new employees and new physical structures.

Development Activity

In 2017 Scarborough had just over 20,200 residents representing 7% of the Cumberland County's population. In the second quarter of 2018, Scarborough's economic base included 15,926 jobs, or 8.6% of the county's jobs. Employment in Scarborough is up 1,743 net new jobs or 12.3% from QT2 2010 to QT2 2018. Total wages in the community jumped 28.6%, while the average wage increased 14.6%. The town added 137 net new businesses to the tax rolls during this time, a 13.9% increase.

The above information refers to wage and salary jobs, which excludes the self-employed. Adding the self-employed could account for an additional 2,000 jobs.

Health Care continues to be the dominant industry cluster in Scarborough – with 21% of total “wage and salary” jobs falling into this classification. This sector is fueled by major players in the health care market including Maine Health, which has both its research institute and its financial center located in town. Martin's Point Health Care, which opened in January of 2017 is another major component of Scarborough's health care industry.

The former location of the Foundation for Blood Research has been modernized and square footage increased, providing an excellent location for new companies in the health care and bioscience economic clusters. The site is located near the I-295 connector, providing 10-minute access to downtown Portland.

In terms of new construction, multifamily rentals comprise a large portion of new construction in town. The Beacon at Gateway is under construction, with 283 new luxury rentals coming online in the Winter of 2018. These rentals will increase Scarborough's housing mix and attract high income renters in a variety of age groups.

SEDCO Report Continued:

Lastly, the 500-acre Scarborough Downs property officially sold to a local partnership known as Crossroads LLC. This property is the largest parcel under single ownership in the town. It's located within the Town's designated growth area as determined by the Comprehensive Plan.

As proposed by the owners, the property has the potential to create a mixed-use project with nearly 2 million square feet of non-residential development. Part of the non-residential square footage will accommodate production space, which is in high demand in the regional market. The property will also provide a mix of housing types appealing to multiple age groups.

The above list is just a sampling of the projects completed in FY 2017. SEDCO thanks all the companies, existing and new, who are working to make Scarborough a great community.



Magdalena Slawiec

Staffing

SEDCO staff includes Magdalena Slawiec, Economic Development Coordinator and Karen Martin, Executive Director. Located at Willowdale Place (360 US Route One), SEDCO's mission is to promote a healthy local economy for the residents of Scarborough.

Staff works with local businesses one on one and through their participation on the Boards of the Scarborough Community Chamber of Commerce and Scarborough Buy Local. Staff represents the Town's economic development interests by participating in a number of local committees such as the Long Range Planning Committee, the School and Business Partnership Committee, and the Eastern Trail Close the Gap Campaign.

SEDCO Board of Directors

The SEDCO Board of Directors is responsible for carrying out SEDCO's mission. They work closely with the Town Council to coordinate activities and programs consistent with the town goals and objectives.

The current board of directors includes Kevin Freeman (Past Chair), Andrea Killiard (Chair), Rick Shinay (Secretary) Maureen Van Uden (Treasurer), Jonathan Crasnick (Vice Chair), Allen Paul and Jim Hartley. Bios of each board member can be found on SedcoMaine.com.

The board also benefits from the active participation by our Town Council Liaisons and the Town Manager. Council Member Jean Marie Caterina and Town Manager Tom Hall all attend SEDCO board meetings and are routinely recruited for ribbon cutting duties for new businesses. The SEDCO board and staff want to thank them for their time and guidance.

**Annual Meeting**

One of the many tasks the SEDCO Board takes on each year is the Annual Meeting, which is a celebration of the Scarborough business community. The 2017 Annual meeting featured, Peter Twachman, Chief Operating Officer for the Migis Hotel Group.

SEDCO received generous support for the Annual Meeting from 20 sponsors including Hannaford, Martins Point Health Care and Risbara Brothers Construction as our Platinum Sponsors.

Additional sponsors included The Holy Donut, TD Bank, Biddeford Savings, cPort Credit Union, Gawron Turgeon Architects, Piper Shores, People's United Bank, Town & Country Federal Credit Union, Roxane Cole Commercial

SEDCO Report Continued:

Real Estate LLC., Saco & Biddeford Savings, Enterprise Business Park, Gorham Savings Bank, Northeast Civil Solutions, Housing Initiatives, Blaise Civil Engineering, Androscoggin Bank, Fluid Imaging, Allied Cook, Katahdinn Trust, Salt Pump Climbing Co.

The Board also recognized outstanding businesses and organizations for FY 2017 (Presented in October, 2017):

- * **Project of the Year:** Martin's Point Health Care
- * **Outstanding Legacy Business:** Highland Ave Greenhouse and Farm Market
- * **Outstanding Small Business:** Muttys Paws
- * **Project of the Year: Renovation:** The Holy Donut

The SEDCO Board thanks all Scarborough businesses for their many contributions to the community.

Vision Committee

The Vision Committee, a joint project of SEDCO and the Scarborough Community Chamber of Commerce, meets on the second Thursday of each month to manage projects listed under *The Vision, An Economic Development Guide for the Town of Scarborough, Maine*.

In 2017, the Vision Committee hosted its third annual All Boards Summit, which gives the committees and boards of the Town of Scarborough an opportunity to meet and share their goals.

Services

SEDCO plays many roles in cultivating business in Scarborough. We work with existing businesses, entrepreneurs and relocating businesses. Our services include:

- * Developing and handling business leads – from existing, new and relocating businesses
- * Facilitating business loans with our regional partner, Greater Portland Council of Governments
- * Counseling one-on-one with small businesses
- * Marketing to our growth industries – through trade shows and targeted industry contacts
- * Marketing through advertising, writing articles, social media and general outreach
- * Cultivating local and regional relationships with Scarborough Community Chamber, Buy Local and the Greater Portland Economic Development Corporation
- * Celebrating openings, milestones and business achievements
- * Maintaining our online business directory
- * Collaborating with town staff on projects that make Scarborough a great place to do business.

SEDCO Report Continued:**By the Numbers**

One of SEDCO's jobs is to keep track of the numbers. 2017 population estimates from the Census Bureau's American Communities Survey (ACS) confirm that Scarborough continues to be an attractive community in which to live.

Between 2010 and 2016, Scarborough gained just over 1,100 new residents. Scarborough is now the 9th largest community in the State, moving up from 10th place in 2010. We are the 7th largest community based on wage & salary jobs.

Here are the latest stats for Scarborough.

2017 Population: 20,208 (ACS 1-year estimates)

2018 Jobs: 15,926 wage & salary (excludes self-employed)

2017 Labor Force: 11,303

2017 Unemployment Rate: 2.8%

2017 Retail Sales: \$604 Million

% of Jobs in Health Care: 21%

Largest Private Employer: Hannaford

Sources of Info: ACS 2017 1-year Estimates. Maine Department of Labor, 2017, 2nd Quarter for Covered Employment and Labor Force. Retail Sales from State of Maine

*Respectfully Submitted,
Karen Martin,
Executive Director*



Councilor Shawn Babine presents volunteer of the year award to SEDCO's outgoing Chair, Kevin Freeman.



Jonathan Crasnick, SEDCO's Vice Chair, presents the owners of Mutty Paws with SEDCO's outstanding small business award.

Report from the**POLICE DEPARTMENT**

To the Town Manager, Town Council, and Citizens of Scarborough:



*Robert A. Moulton
Police Chief*

It is with great pleasure that I submit the Annual Report of the Scarborough Police Department for Fiscal Year 2017-2018. It has been another busy year for us and as I have in the past, I will try to point out some of the significant events and accomplishments

**In Review:
Public Safety Facility**

Certainly, the most exciting thing to happen in our world this year was the successful referendum for a new public safety facility to be erected on the same campus as Town Hall, the High School, Middle School, Wentworth School, and Memorial Park.

I would like to thank the voters of Scarborough for supporting this project. We certainly understand the financial implications and recognize that it is difficult for folks to vote in favor of a project that will cost a significant amount of money. Having said that, Fire Chief Thurlow and I have pledged to make sure that this is a safe, functional, and efficient building for our departments to work in long beyond our

tenures. We have tried very hard to make sure that this is a good dependable “Chevy” without the extravagance of a “Cadillac”.

None of this would be possible without the support of Town Manager Hall and the members of the Town Council and I would like to thank them for their unwavering support. It is hard to imagine the complexities of a facility such as this with its many moving parts. I would also like to thank the members of our Ad-Hoc committee who have devoted many volunteer hours to assist us in getting through this process. Joining Chief Thurlow and I on the committee were Bruce Bell, Roger Chabot, Kevin Freeman(Chair), Greg Hanscom, Dave Libby, Rick Meinking, Rocco Risbara, and Judy Roy. Our heartfelt thanks to the members of the committee and also the many members of our public safety departments as well as town hall staff who have all come together to work seamlessly on this project.

We are very fortunate that one of the early decisions of the committee was to make this a “Construction Management at Risk” process. We have seen the benefits of this multiple times in the past several months. We came to understand that the CM at Risk process is one that brings the architect, construction company, and owners representative together as a team to work through any issues that arise from concept to completion. After going out to bid, we are extremely fortunate to have assembled a team that includes Context Architecture, who was selected in a bid process in the very beginning to develop the proposal to put before the voters. Once the referendum passed, they were joined by Landry/French Construction, located right here on Pleasant Hill Road and Thomas Perkins as our owners representative. Tom does business as Dirigo Architectural in Turner and has been a tremendous asset.

Collectively, we feel that this will be a facility that residents will be proud of and feel welcome at for many years to come. Once again, I thank each and every one of you for your support.

Police Report Continued:**Protect and Serve**

Often times as I prepare for the annual report and look at things that have happened over the previous year there are certain situations that clearly stick out as going above and beyond. Many times those are situations where an officer has shown extraordinary bravery or been involved in dramatic situations that have unfolded quickly and required him/her to jump in to action. Many of those stories become widely known through the news and other means.

Certainly, those are important stories to be told and I don't discount them in the least. What I don't often get to share are the other things that our employees do every day that help make other people's lives a little bit better. I am equally as proud of those stories, one of which I will share here.

In February, our officers became aware of a 10 year old boy that was terminally ill. The young boy had recently received a "Make A Wish" room make over which had pleased him very much. Tragically, right at Christmas time, a water pipe burst in his room causing damage to the ceiling, floors, insulation, and walls. You can imagine this poor boy's disappointment. The insurance company sent his mom a check, but she was unable to get a quote for the work within budget. When we became aware of this, word spread around the PD and a couple of our Sergeants quickly stepped up to do the repairs.

These were not simple, quick repairs. Sgt. Steve Thibodeau and Sgt. John O'Malley spent an entire day on their own time to repair the pipe that had burst and reinstall insulation and sheet rock throughout the room. Sgt. O'Malley then spent an additional four days of his own time to mud, prime, paint, and re-tile the floor. While the insurance money paid for materials, the officers provided their labor at no cost to this family. The young man, his mom, and siblings were thrilled to have his room back as good as new.

Sadly, within a couple of months, the young man passed away just after his 11th birthday.

I couldn't be more proud of these officers who went the extra mile to make a young man's difficult life a little bit brighter. While sometimes our officers are only seen to be enforcers of the law, this is one small example of the compassionate ways that our officers serve on a regular basis.

Tragedy

In the late evening of April 24th, Corporal Eugene Cole of the Somerset County Sherriff's Department got ready for his overnight shift patrolling the rural roads in and around Norridgewock. Cpl. Cole began his day much like our officers do every day. He put on his uniform and bullet proof vest, kissed his wife goodbye, and signed on the air. Neither of them would know that this would be their last kiss goodbye.

Just after 1:20 am on the 25th, Cpl. Cole attempted to arrest a suspect. In honor of Cpl. Cole, I choose not to provide this individual with any notoriety and will only reference him as the suspect. The arrest became physical and during the altercation, Cpl. Cole tripped and fell to the ground. The suspect then shot Cpl. Cole in the head with a gun that the suspect had been carrying. The suspect then stole Cole's police vehicle and calmly drove to a local store where he entered with the gun clearly visible in his waistband and took a package of cigarettes.



Police Report Continued:

Over the next four days, an estimated 200 Police Officers, Sheriff's Deputies, and Game Wardens from Maine, NH, and MA, as well as federal agents from FBI, ATF, Border Patrol, and US Marshalls were involved in a sprawling manhunt for the suspect, who was located and arrested outside a remote camp in Fairfield.

Cpl. Cole was 61 years old, and was the first Law Enforcement Officer murdered in the line of duty in Maine in nearly 30 years. Cole left behind his wife, four children, and nine grandchildren. At the time of his death, Cpl. Cole had worked for Somerset County Sheriff's Office for 13 years, alongside one of his sons.

Scarborough Police Department was contacted and asked to provide a squad leader at the funeral, which attracted hundreds of officers from around the country, including several from our department. The Scarborough Police Department also organized, as well as participated in, the motorcycle escort consisting of motor officers from eight different departments.

While this certainly did not happen in our community, I chose to write about it in this annual report because I feel it is important for our citizens to realize the very real threat that the men and women who serve and protect our community face every single day. People may feel that this doesn't happen in a small community in Maine but the reality is that our officers face situations each and every day that have the potential of ending in similar violence.

I am very proud and thankful that there are men and women who are willing to accept that reality and know that on any given day they could very well make the ultimate sacrifice. It is sad that we live in a time where it has become routine that an officer puts on a ballistic vest before going off to work. Please take just a moment to think about that. Some people make sure that they have a pen in their pocket when they leave for work as they may get called upon to sign documents. Others might make sure that they take their laptop as they may need to research things during the course of the day. The men and women of law enforcement in today's world start their day by putting on a bullet proof vest as they may be in contact with someone who wants to shoot or stab them during the course of their shift.

Operation HOPE (Heroin - Opiate Prevention Effort)

On October 1, 2015 the police department initiated Operation Hope, an innovative program to provide compassionate assistance to those experiencing Substance Use Disorder which causes pain and suffering, ruins lives, tears many families apart, and all too often results in death. This reporting period saw us celebrate our 300th successful placement and by the end of the reporting period we had placed a staggering 334 individuals.

The vast majority of those individuals did not have insurance or money to pay for transportation costs to the many facilities all over the country that accept them. This program uses no taxpayer funding and is supported entirely through grants and donations. Since police officers and departments in Maine are not legally allowed to solicit donations, we partnered with Project G.R.A.C.E. (Granting Resources and Assistance through Community Effort); a very well respected Scarborough non-profit that serves as a fiduciary for the program.

During the reporting period, I was humbled and honored to be able to accept both the Southern Maine Chapter of the American Red Cross Community Impact Award as well as the Police Assisted Addiction and Recovery (PAARI) National Law Enforcement Leadership Award. I accepted these awards on behalf of our entire department, which was the first agency in Maine to recognize the extent of this crisis, and to develop a program to help. It has been emulated by others and helped start a state-wide dialogue which has now spread to our Congressional delegation in Washington DC.

Police Report Continued:



Wreaths Across America

While we have participated in Wreaths Across America for several years, this year was very special. In collaboration with the Scarborough School Department, we were able to bring a WAA ceremony to our own high school. We were able to reach out to veterans throughout our community, including our many nursing homes, and invite them to this special ceremony. The WAA escort, comprised of all of the trucks hauling wreaths and the buses filled with Gold Star Families, made a stop at the school and were greeted and honored by students and residents alike. I was very proud that we got to take part in such a heartwarming ceremony to honor those who fought for our great

nation and the freedoms that we all enjoy.

During this period, we also had the distinct honor of escorting one of our Maine Veteran's Home residents to the Portland Jetport to join other veterans in Washington DC as part of the Honor Flight program.



Cops on Top



Cops on Top is an organization with a strong commitment to provide tangible aid for the grieving and healing process of those who have lost a beloved officer, to support organizations dedicated to this cause, and to project a positive image of law enforcement officers. They honor and raise awareness for police officers who have been killed while protecting and serving their communities.

Cops on Top plans annual climbing expeditions to the world's most respected mountains. The purpose is to bring to the public's attention the dangers, stress and life-altering effects on the average police officer.

In June, Officer Michael Beeler and Officer Michael Thurlow donned their Corporal Eugene Cole memorial shirts and hiked to the summit of Mount Katahdin in his honor.

Personnel

From a personnel perspective we had a fairly stable year. We hired Amada Hogg as a dispatcher to replace long time dispatcher Eric Berry, whose retirement I recognized in last year's report. We also hired Ashley Hafford as a dispatcher to replace Dispatcher Kory Parker who accepted a job closer to his home in Sanford.

On the Police side, we hired Officer Conan Conaboy to replace an officer who was unable to successfully complete his probationary period.

Sadly, we also have to report the loss of two members of our Fire Police Unit. The Fire Police Officers are the men and women that respond to accidents, fires, and many other incidents and events to direct and control traffic so that Police Officers and Fire Fighters can attend to the more pressing matters at hand. These folks are always ready to assist in any way possible and are extremely important to our operations. This year we lost Edward Zsiga, who was a retired Portland Police Officer and had been with our unit for several years. Ed will be sadly missed. A second loss, which was as much personal for me as it was professional, was my brother Richard "Tiny" Moulton. Richie had also been with the unit for several years and I will miss him dearly.

Police Report Continued:**Awards:**

In recognition of the efforts of our public safety employees, the following individuals were recognized at our public safety awards night for the year 2017.

Officer of the Year: Officer Andrew Flynn

Dispatcher of the Year: Dispatcher Kristie McLaughlin

Commendations:

Officer Ben Landry – for his quick thinking in using the thermal imager to locate a suicidal person and immediately provide first aid.

Sgt. Thomas Chard - for his dedication to duty while investigating a suspicious person that committed numerous car burglaries which resulted in the apprehension of a suspect using his thermal camera.

Officer Ben Landry – for his dedication to duty and potential lifesaving actions during a suicidal incident where several people, to include Officer Landry were in harm's way while investigating a suicidal and combative person.

Unit Citations:

Detective Ivan Ramsdell, and Detective Garrett Strout for their combined efforts on a difficult case, which resulted in the charging of two suspects for a burglary at a local restaurant.

Lifesaving Award:

Officer Michael Thurlow for a Narcan – CPR save of an overdose victim at a local hotel.

Leadership Award:

Fire Chief Michael Thurlow and Police Chief Robert Moulton for the work on the new Public Safety building.

Chief's Award:

Officer Scott Vaughan – For his outstanding work with the Explorers, Special Enforcement Unit, and general duties.

Five Years of Service

Officer Benjamin Landry and Officer Michael Thurlow

Ten Years of Service

Officer Brian Nappi

15 Years of Service

Analyst Jaime Higgins, Officer Donald Laflin, and Officer Glenn Tucker

Michael J. Barker Award for 20 Years of Service

Dispatcher Arthur Green

John T. Flaherty Award for 30 Years of Service

Data Specialist Tim O'Brien and Detective Ivan Ramsdell

Award for 35 Years of Service

Administrative Coordinator Cathy Chandler and Dispatcher Eric Berry (Retired)

Congratulations to all of this year's award recipients!

Police Report Continued:

In closing, I would like to thank Town Manager Tom Hall and the town council for the support that they have given us, both as a department and also a community. As always, I need to give special thanks to Fire Chief Mike Thurlow, Public Works Director Mike Shaw, Community Services Director Todd Souza, and all of the other department heads with whom we work every day.

Finally, I would like to take the opportunity to thank all the department's full and part time employees, volunteers, and supporters for all of the time, hard work, and dedication that you invest in our community to ensure that it remains a wonderful place to live and work.

Respectfully submitted,
Robert Moulton
Chief of Police



Pictured above is our Scarborough Fire/Police team with chief Moulton and Sgt. O'Malley. Fire Police assist the Police and Fire Departments with traffic direction during road closures and major incidents.

Thank you Fire/Police for all your assistance!

Report from the

HARBOR MASTER/ MARINE RESOURCE OFFICER

To the Town Manager, Town Council, and Citizens of Scarborough:

I respectfully submit this annual report as the Harbor Master and Marine Resource Officer for the Town of Scarborough for the year ending June 30, 2018.

At the time of this report, the Town of Scarborough is currently seeking to fill the position of Harbor Master and Marine Resource Officer. Officer Ian Anderson vacated the position to pursue opportunities for both himself and his family in another part of the state, just after the end of this fiscal year. We thank Officer Anderson for his service to the residents and visitors of Scarborough.

During the period, Officer Anderson responded with members of the Scarborough Fire Department Water Rescue team to thirty nine calls for emergency response. Routine training and exercises with members of the Scarborough Fire Department Marine Rescue Team continued year round to remain prepared for any marine distress event.

Pine Point Fire Company and our Marine Rescue Team have again had the honor of assisting in the swim portion of the annual triathlon taking place in front of Old Orchard Beach. With the IronMan sponsorship, came a growth in participation to an astounding 2500 swimmers, 200 additional swimmers then last year, in the water who traveled to our town from all over the world. I'd like to thank all the agencies and personnel that came together to make that event possible.

As with years past, our beaches continue to grow in popularity and use. This naturally leads to tight use of resources, and the planning process continues towards a renovation of the co-op parking lot to more effectively utilize our space for the growing demand, while retaining the ability for all commercial users to have access whenever needed.

Recreational fishing continues to be on an upswing in our river and Scarborough is routinely mentioned in local, regional, and even Atlantic based fishing forecasts. This starts in late spring with the run of school sized stripers through to late summer and early fall as folks try to catch 40+ inch fish. The striped bass population continues to grow and brings with it a growth of fishing related tourism and people looking to utilize the businesses in our area.

On behalf of Assistant Harbormaster Michael DiClemente, Former Harbor Master Ian Anderson, and I, I'd like to thank the people of the Town of Scarborough for their continued care and respect of our beaches and natural resources. I'd also like to extend thanks to the many town departments who assist in keeping our beaches clean and safe.

Respectfully submitted,
Steve Thibodeau, Sergeant

Report from the

SHELLFISH CONSERVATION

COMMISSION

To the Town Manager, Town Council, and Citizens of Scarborough:

It is with great pleasure that I submit this report for 2018.

Thousands of years ago the Native Americans landed in Scarborough and discovered its pristine marshes and the clams held within those marshes. The clams aided to sustain their families for years.

When the Europeans arrived they too sought out the native clams and long lined for fish to provide food to their families. Many years' later families such as the Snows and Leavitts were processing the clams followed by the Bayleys, the Thurlows, and others. Even today some of the best clams in the world can be bought and dug in Scarborough.

Accessing these clams is possible by the support of the Town Manager's and Town Councils past and present. The Sanitary District and the Planning Boards have been paramount supporting clamming through the watershed and wetland protections.

Protecting the clams has been made possible by past and present Shellfish Conservation Commission and their Chairs. The Shellfish Conservation Commission continually grapples with maximizing the shellfish shell stock utilizing it in an appropriate manner. It is difficult to accurately predict the impact of influences such as green crabs, ribbon worms and human harvesting.

The Shellfish Conservation Commission doesn't have a crystal ball to know how global warming, diseases such as red tide or aqua culture will affect the sweet, succulent Scarborough clams. As long as the Town continues to support this precious resource the Shellfish Conservation Commission will try to protect the clams.

Respectfully submitted,

Timothy Downs

Shellfish Conservation Commission, Chairman

ANIMALS ON THE BEACH

The owner or responsible party must remove and dispose of any feces left by the animal in the appropriate litter receptacle. Please protect our beaches & clam flats by observing the Scarborough Animal Control Ordinance. 604. The full text of Scarborough's Animal Control Ordinance is available on the Town's website at www.scarborough.me.us or by calling the Town Clerk's Office at 207.730.4020.



Shellfish Harvesters

Report from the

ANIMAL CONTROL OFFICER*To the Town Manager, Town Council, and Citizens of Scarborough:*

This report is submitted respectfully for the community of Scarborough. Every year I receive numerous calls regarding nuisance animals around residential and commercial properties. The following tips may help in discouraging nuisance animals from damaging or living on your property.

Nuisance animals often burrow under sheds, decks, garages, and into the ground around the property. Live trapping the animals is one way of removing the problem. There is always the chance that not all of the animals will be caught using this method. Disturbing the den is effective and will often get the nuisance animal to relocate on its own (fox and raccoon). Playing a radio or bright lights into the den or around it will often scare the animal away. Once you feel the animal is no longer present, the den should be filled in with a solid material and then covered over with dirt. If the den does not get filled in, more than likely another animal will take over the den. So a homeowner could have gotten rid of the pesky groundhog only to have a fox or some other animal move into the den.

There are other things we can do to prevent nuisance animals from the property, treating lawns for grubs will deter the crows and skunks from ripping up the lawn. Birdfeeders should be brought in at night, many animals show up to feed off the seed. Last year a large black bear showed up in a large neighborhood to raid the birdfeeders. Cooking grills should be cleaned on a regular basis the grease will certainly attract a number of animals, such as fox, skunks, raccoons, and some of our larger predators.

Scarborough is a fast growing town, and the wildlife that lives in it tends to adapt to new surroundings rather quickly. Hopefully some of these tips will be helpful in deterring the nuisance animals from invading your property. For assistance with any problems call 730-4318.

*Respectfully submitted,
Chris Creps,
Animal Control Officer*

- Animal Refuge League- 207-854-9771
- Maine Health and Environmental Testing State Lab – 207-287-1706
- Center for Disease Control -1-800-821-5821
- Maine Warden service Gray Headquarters- 207-657-2345

- Dog license 2017-2018: 3650
- Confirmed Rabies cases: 1 (raccoon) domestic animal contact
- Calls to service for 2017-2018: 1715

Report from the

FIRE DEPARTMENT/ RESCUE UNIT/EMA

To the Town Manager, Town Council, and Citizens of Scarborough:



*B. Michael Thurlow
Fire Chief / EMA Director*

It is with great pleasure that I submit the annual report of the Scarborough Fire Department, Scarborough Rescue Unit, and the Scarborough Emergency Management Agency for the fiscal year ending June 30, 2018. As is customary I have included a summary of the past year's activities and emergency calls for service for those that enjoy comparing the data from year to year in this report.

Personnel Changes

During this past fiscal year we had a significant change in senior management when long-time Operations Deputy Chief Glen Deering announced his retirement in January. Glen is a 42+ year veteran of our department and was hired as a career Captain in 2000. Glen held that position which was reclassified to Operations Deputy Chief, for 18 years. During that time Glen was responsible for all station and apparatus maintenance and operations including our hugely successful Student Live-in Program and our



Per-diem Firefighter/EMT programs both of which he managed. Our department was one of the founders of the Student Live-in Program and over the past 32 years Deputy Deering mentored well over 200 Scarborough students through that program. Several of our current career staff started as live-ins, and other former graduates are employed full-time in New York City, Boston, Atlanta, and other departments all over Maine and New England. Glen's contributions to this department over his long and distinguished career are many. We wish him well as he transitions from full-time back to a call and per-diem role where he has pledged to continue serving our department for many years to come.

After a thorough recruitment process we were pleased to fill the Operations Deputy Chief position when Jerome LaMoria was appointed in March. Jerry is a 30 year veteran of the fire service most recently as the Fire Chief in the City of Portland. Prior to his work in Portland Jerry served as the Deputy Chief of Operations for the *Deputy Chief Glen Deering* Prince George's County Fire Department in MD. In that role Jerry was responsible for the protection and safety of 800,000 residents in an urban county of nearly 500 square miles, overseeing a workforce of 700 career and 1,200 volunteer members working out of 45 fire/EMS stations. Jerry had been working for us as a per-diem firefighter/EMT since his retirement from Portland so he knew our organization and has proven to be a great fit, solid performer, and seasoned contributor using his many years of experience in a large and growing organization to help us meet those same challenges in Scarborough. Congratulations Jerry, and welcome to the Scarborough Public Safety family.

Finally the department hired a new EMS billing clerk, Sharon Langis, in August. This is a new part-time administrative position to help manage our EMS revenues which now exceed one million dollars annually. We still have a relationship with our billing contractor, Comstar, but Sharon provides a local level of personal contact and professionalism to help our patients deal with the ever increasing complexity of health insurance billing regulations and issues. Her experience, efforts, and personal touch have increased revenues far in excess of her part-time salary. Welcome to the department Sharon, and thank you for your service.

Fire/EMS Report continued**Fall Wind/Rain Storm**

On the evening of October 29th the Town and most of Maine began to feel the effects of a significant rain and wind storm. In the early morning hours of 10/30 the Portland Jetport recorded a 69 mph peak wind gust and sustained winds exceeded 40 mph. Public Safety and Public Works crews worked throughout the night to keep roads open and deal with trees and power lines down. Prior to this storm we had received a lot of rain making the ground soft and allowing large trees to uproot in the high winds. At the peak of the storm an estimated 80% of our community was without power. Power restoration began on 10/31 and by mid-day the 8,000 outages in Scarborough had been reduced to 4,000 but it would be several days before power was restored to all residents and business due to the extensive damage to the power grid in certain areas. Due to the extent of the damage the Town realized that most citizens would struggle to clear debris so Public Works opened their Landfill site at 48 Holmes Road to accept tree debris where it was chipped and recycled.

This storm caused enough damage to qualify for a Presidential Disaster Declaration which meant that FEMA would pick up 75% of some of the Town's eligible costs of mitigating the storm and clearing the debris. The State of Maine will also pay 15% of those extraordinary costs leaving 10% to the Town. As this report goes to press the final reimbursement numbers haven't been finalized but we anticipate receiving close to \$75,000 to offset expenses incurred dealing with this most recent natural disaster. I would like to commend our first responders, dispatchers, public works crews, and volunteers for their tireless efforts during and after that storm. It was a long week for them and many of our citizens that had to wait for power restoration but once again our community is resilient, and came together to weather the storm!

Public Safety Building Project

Certainly one of the biggest stories of last fiscal year was the community's support of the referendum question on the November ballot to bond the funds necessary to build a new public safety building. During the fall Chief Moulton and I conducted over 16 different public informational sessions to help educate the voters on this exciting project and answer their questions. We held neighborhood meetings at the various fire stations in each neighborhood, attended meetings of the various civic groups in town, and held a very well attended open house during Fire Prevention Week in October. Those efforts paid off when the votes were tallied on November 7th and we want to thank the community for their support of this project and our departments.

After the vote the first order of business was to re-activate the Ad-Hoc Committee and begin the RFQ process to select a Construction Management Firm and Owner's Representative. We worked with our consultant, Context Architecture to review proposals from eight different CM firms. Four of those finalist were invited in for formal presentations and interviews and ultimately we selected Landry/French Construction (a local Scarborough business) as our construction manager. Similarly we sought proposals and interviewed finalists for an Owners Representative and were pleased to contract with Tom Perkins of Dirigo Architectural, Engineering, and Consulting in Turner.

Fire/EMS Report continued



Once this team was assembled the next several months were spent conducting the detailed design and construction document work that is required to seek formal competitive bids from the various contractors in many different trades. As this report goes to press the design team continues to work on soliciting and awarding bids for the various components of the job and we are looking forward to an official ground breaking ceremony early in the fall of 2018. The target completion date is early 2020 and so far we are on target with our timeline and budget even though there have been plenty of challenges with material cost increases due to the recently enacted tariffs on steel and other commodities, and the current state of the construction markets. Those challenges are exactly why we chose the Construction Manager at Risk method of delivery for this project. The entire design team has worked in harmony with the single goal of coming up with a design that meets our needs, and is within our budget constraints. This process has been very collaborative, productive and effective in meeting those goals.

Your Public Safety Team Delivers

On July 5th veteran Public Safety Dispatcher, Mike Mains, had a busy midnight shift. It started with a working structure fire on Lillian Way and ended with Mike taking a 911 call from a family in Buxton who were getting ready to have a baby. Mike kept them on the phone and provided emergency medical instructions so they could deliver their new baby boy prior to the arrival of Buxton's ambulance. Mike was recognized by the International Academies of Emergency Dispatch (IAED) with a stork mug for his calm demeanor under pressure while assisting this couple



A few weeks later on August 30th Paramedic Andrew Breitbeil and his partner Matt Norton delivered a healthy baby boy in the back of Ambulance 1 shortly before reaching Maine Medical Center. Mom, Dad, big sister, and the new arrival stopped by for a photo op and to thank the crews involved shortly after they returned home from the hospital.

Fire/EMS Report continued**New Burning Permit System**

In September the department transitioned to a new, free, on-line burning permit system that we hope will be more convenient than having to come to a fire station to pick up a paper permit. The system is called Warden's Report and can be accessed at: www.wardensreport.com. When you access that page it asks you to click on the County and then type the name of the community you want to burn in. When you select Scarborough it will bring up a list of terms and conditions as well as a link to the State regulations on open burning. When you click the I Agree button it will take you to the form to fill out the required information to generate the permit. There is no cost for obtaining your permit through this system, unlike the State of Maine's on-line permit system which charges \$7.00. Once you submit your form simply print and sign it. An electronic copy is sent to our dispatch center so we know where all permits in town have been issued. Paper permits can still be obtained at your local fire station.

Please remember that burning is only allowed on days the Forest Service determines have a low or moderate fire danger. Forest Rangers conduct tests around the State each morning and publish the fire danger report each day usually by 9:00 AM. The on-line system won't allow permits to be issued if the fire danger is listed as high, very high, or extreme. You can also access the Maine Forest Service Fire Danger Report daily at the following link: https://www.maine.gov/dacf/mfs/wildfire_danger_report/index.html. Scarborough is located in Zone 10.

Disaster Deployments

Although New England avoided having to deal with a hurricane during the 2017 season, Texas, Florida, and Puerto Rico weren't so fortunate. Each of those areas were devastated with extensive flooding, destruction of infrastructure, wide-spread extended power outages, and loss of life. Whenever an area has to deal with natural disasters of that magnitude it quickly depletes the local and regional assets available to mitigate them. Fortunately the Federal Emergency Management Agency (FEMA) has developed a capability of regional special assistance teams all over the country.

Our department has personnel who have achieved the advanced training to meet the rigorous standards required to be assigned to some of those teams, and three of them were activated as part of a regional Disaster Medical Assistance Team (DMAT). Captain Nate Contreras, a career paramedic with our department, was activated for all three Hurricanes Harvey, Irma, and Maria. Per-diem firefighter/EMT Brian Dougher was deployed to Irma & Maria, and Paramedic Greg Kapinos, a member of our call force, was activated for Harvey & Irma.

Our department salutes these professionals for their extensive training and commitment to assisting those in need. They spent up to three tours over several weeks away from their own families and job commitments to help those in more need all over the country. Thank you all for your service during these times of extreme need.



DMAT team during deployment to Hurricane Harvey outside Houston, TX

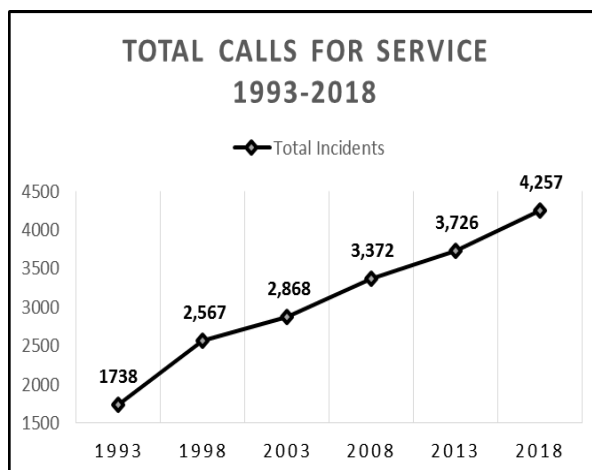
Annual Statistics

Responses by National Fire Incident Reporting (NFIRS) Categories FY 17-18			Total Calls	% of Total
NFIRS 100 Series - Actual fires in structures, vehicles, grass, woods, etc.			82	1.9%
NFIRS 200 Series - Overpressure , explosions, overheating with no fire			3	0.1%
NFIRS 300 Series - Emergency medical calls including marine & specialized rescue			2,917	68.5%
NFIRS 400 Series - Hazardous conditions including vehicle accidents & Haz Mat calls			162	3.8%
NFIRS 500 Series - Service calls including details, investigations & mutual aid coverage *			360	8.5%
NFIRS 600 Series - Good intent calls including odor investigation & cancelled enroute			251	5.9%
NFIRS 700 Series - Alarm or sprinkler activations with no fire, false alarms, or false calls			472	11.1%
NFIRS 800 Series - Severe weather events & natural disasters			3	0.1%
NFIRS 900 Series - Special incident type not otherwise classified above			7	0.2%
Totals			4,257	100%

* Mutual aid calls include 315 Gorham Tank 1 calls to incidents in Gorham from our shared station.

Individual Truck Responses		
239 Engine 1 Black Point	253 Ladder One	
- Engine 2 (Spare)	205 Ladder Two	
195 Engine 3 Pleasant Hill	361 Tank One	
155 Engine 4 Pine Point	197 Forestry Three	
309 Engine 5 North Scarborough	172 Forestry Four	
372 Engine 6 Dunstan	19 Marine One	
618 Engine 7 Oak Hill	2 Marine Three	
1,905 Ambulance 1 Oak Hill	34 Marine Four	
1,274 Ambulance 2 Dunstan	0 Marine Five	
160 Ambulance 3 (Spare)	113 Squad Seven	
227 Unit 2 Black Point	19 Command Post	
393 Unit 6 Dunstan	1,318 Car 7 (Duty Officer)	
869 Unit 7 Oak Hill	1 Canteen	

Training Division	
Administration	395 hrs.
Full Time Personnel	2,021 hrs.
Engine 1 Black Point	199 hrs.
Engine 2 (Per-Diem Personnel)	1,052 hrs.
Engine 3 Pleasant Hill	583 hrs.
Engine 4 Pine Point	886 hrs.
Engine 5 North Scarborough	725 hrs.
Engine 6 Dunstan	384 hrs.
Engine 7 Oak Hill	520 hrs.
Total Hours	6,765 hrs.



Fire Prevention / Inspection Division		
Total	Inspection / Permit Type	Violations
54	Consultations / Plan Reviews	Total Violations
1,017	Annual Inspections	Issued
160	Monthly Inspections	491
538	Re-inspections	Total Violations
-	Miscellaneous Inspections	
1,307	Burning Permits	Corrected
127	Construction Permits	160
44	Certificate of Occupancy Permits	Includes
41	Suppression Permits	Violations
25	Alarm System Permits	from previous
6	Fire Works Permits	years
3,319	Total	

Awards and Recognition

Each year the fire and police departments come together as one public safety team at our annual awards ceremony to honor the great work of our first responders. This event recognizes individuals and teams for their years of service and exceptional contributions to the safety and wellbeing of the citizens and visitors of Scarborough. What makes these awards special is that the vast majority of them are nominated and selected by their peers. A summary of the fire department awards bestowed at the ceremony for calendar year 2017 are noted below.

Years of Service Awards

<u>5 Years</u>	<u>10 years</u>	<u>15 years</u>	<u>20 Years</u>
Josh Logan	Craig Bouchard	Mark Stults	Stephen Higgins
Mike Stephenson	Matthew Brochu	Brian Cousino	Ken Pendleton
Eric Twitchell-Parke	Brian Dougher	Ryan Johnston	Jeffrey Rodgers
Judith Ahlquist	Michael Schadtler	Jon Martin	Bruce Quint
Elizabeth Ahlquist	Michael Watts	Peter Ollove	Julia Deering
			Ellen Pallotta
			Heather Ouellette
			Becky Randall
			Diane Meech
			Micki Buteau
<u>25 years</u>	<u>30 years</u>		
Nathan Bennett	Gordon Lane		
Robert Conlogue	Jim McCormick		
Richard Somerville	William Thomas		

Grant Worthing Award for 55 Years of Service

Neal Paulsen

Captains Bruce Bell & Clayton Skillin Award for 60 Years of Service

Bruce Bell

Clayton Skillin

Fire Chief's Merit Awards

Fire Explorer Post Leader Lt. Glen Reed

DMAT Team Members: Capt. Nate Contreras, Paramedic Greg Kapinos, Firefighter Brian Dougher

Lahaie Family Scholarship

Fire Explorer Nicholas Hegarty

Student of the Year

David Smith

Paramedic of the Year

Shawn Cordwell

Dispatcher of the Year

Kristie McLaughlin

Firefighter of the Year

Clayton Skillin

EMT of the Year

Nathan Bennett

Officer of the Year

Capt. Daryen Granata

Leadership Award

Police Chief Moulton & Fire Chief Thurlow

Fire/EMS Report continued**Saying Goodbye**

In an organization as large as ours which has been around for so long, we sadly have to acknowledge the passing of members who have previously served each year. This year there were two active members of our Fire Police unit that I wanted to recognize since they both passed while still very active and much sooner than expected. Ed Zsiga and Richard "Tiny" Moulton, Chief Moulton's brother. Both of these individuals served their community with distinction and dedication for many years and their passing leaves a big void in our public safety family. We recognize and thank all of our members who passed away this past year for their service to our department and the citizens of Scarborough.

Richard "Tiny" Moulton

In Closing

In closing I would like to take this opportunity to recognize and welcome our new Human Resource Director, Liam Gallagher. Liam joined our senior management team in September. He brings a great deal of expertise and experience to the role and he has been a great colleague to work with. I also want to thank the Town Manager and Town Council for their support over this past fiscal year as well as Police Chief Robbie Moulton, Public Works Director Mike Shaw, and all the department heads that I work with on a daily basis. I also want to thank the men and women of our department for all of their sacrifices, hard work, and dedication to serving the emergency response needs of our community. We have a wonderful team that delivers exceptional service to the citizens and visitors of Scarborough and it is a pleasure to work with each and every one of them to provide those services to you in your time of need.

Respectfully Submitted

B. Michael Thurlow

Fire Chief



Report from the

PUBLIC WORKS DEPARTMENT*To the Town Manager, Town Council, and Citizens of Scarborough:*

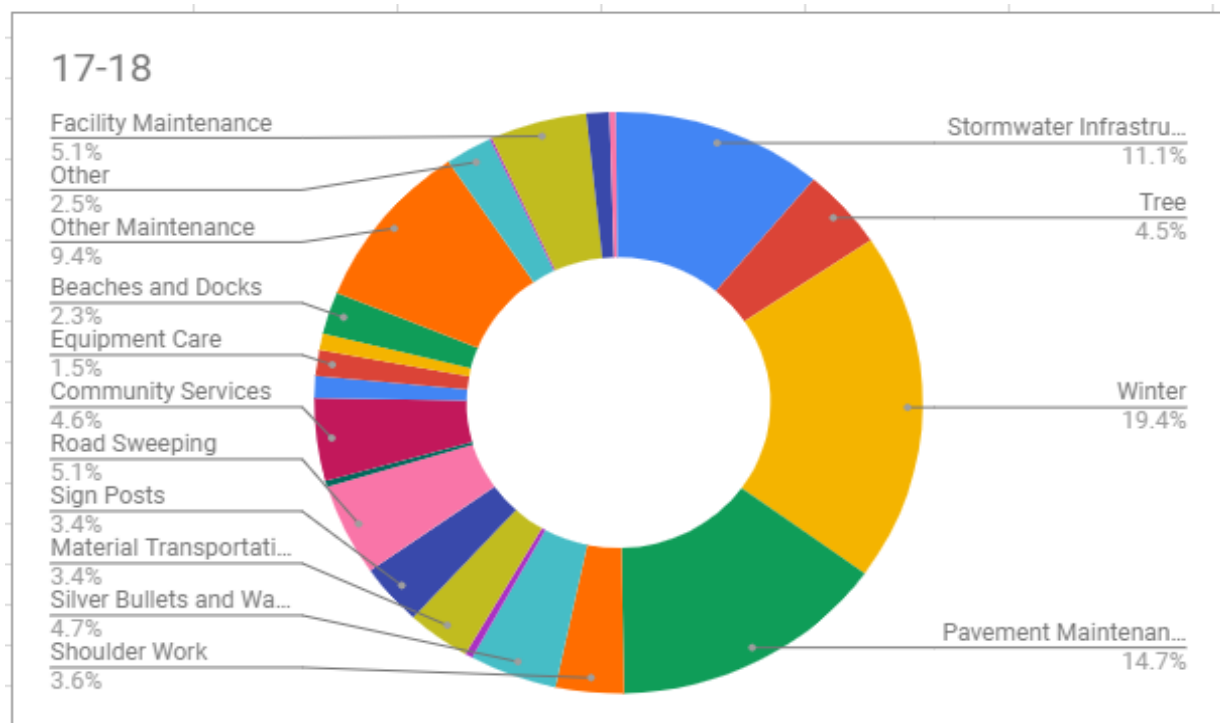
Michael E. Shaw
Director of Public Works

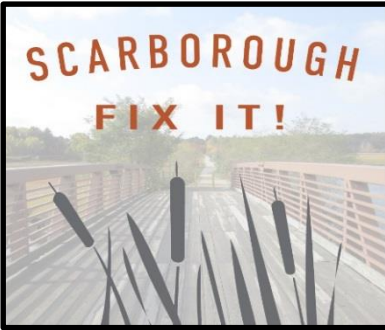
The fiscal year ending June 30, 2018 was a productive eventful year.

Administration

The administration team this year responded to 2,713 requests for service from residents, Scarborough Town departments, outside municipalities, as well as the general public. These calls generated operational and vehicle maintenance work orders which were submitted to division supervisors for assignment and completion by personnel whose skills were the best fit for the job. There was a slight increase in the number of work orders, Excavating permits, and Excavators License from FY17.

Below is an overview of work completed by our Operations crew in FY18



Public Works Report Continued:

We worked with the Town Information Systems department to roll out the Scarborough Fix It! App. This has proven to be a useful resource enabling the public to report infrastructure defects in town. The app is downloadable on both Apple and Android devices, and can also be accessed online at <http://www.scarboroughmaine.org/fixit>. The app/program allows the user to submit requests and/or reports regarding a variety of issues, including but not limited to: graffiti, litter, noise, parking, potholes, street signs, beach issues, tree maintenance, streetlight issues, etc. Users may also add a picture or video to the request, as well as specific descriptions and pin a geographic location. Once submitted, the app further allows for the submitter to follow and track their submission, receiving updates as progress is made, and issues resolved. Of the 199 FixIt! Requests in FY18, 143 of them were directed to the Public Works Department.

The SPW department bid and completed the fuel island project in FY18. The prior fuel facility had been constructed at the School Bus Depot on Manson Libby Road in 1988, and included underground fuel tanks. DEP regulations mandated that these underground tanks be removed by the Spring of 2018. The new facility is located at the PW facility at 20 Washington Avenue. Located now at the PW facility, we have the ability to monitor it much more effectively than was previously possible. The project was completed in August of 2017; includes aboveground fuel tanks, a new fueling station, and relocated propane tanks. It was completed in 8 weeks, and ahead of schedule! The Town's ownership of this new facility which provides fuel for all town and school vehicles is estimated to garner a savings of \$3,000,000 over the next 30 years.



New Fuel Island with aboveground fuel tanks



Relocated propane tanks

Stephen Buckley, the Town's Project & Data Coordinator since 2012 became the Deputy Director of Public Works in September 2017. Mr. Buckley took on this role when Dick Collins retired from the position in June of 2017. Mr. Buckley's extensive knowledge of the town's GIS system and Cityworks programs (both of which are the key components of our entire operation) combined with his role in the implementation of the Town's current storm water management plan as well as his wide-ranging knowledge of the Town of Scarborough make him a valuable asset as the Deputy Director.

Replacing Stephen Buckley as GIS & Project Coordinator is Micah Warnock, who started in the position on November 27th, 2017. Micah brings 13 years of GIS, database management, assessing, and engineering support experience from both the private and public sectors to the Town.

Jolene Bouchard, retired in December 2017 after 20 years in the role as the Public Works Administrative Assistant. During her time with the Department, Ms. Bouchard provided fiscal and administrative support, and worked closely with the Director of Public Works.

Public Works Report Continued:

Replacing Jolene Bouchard as Administrative Assistant is Leona Oceania, who started in the position on December 11th, 2017. Leona brings to Scarborough a wide range of administrative, accounting, human resources, and supervisory experience from both the private and non-profit sectors.

Vehicle Maintenance

Our vehicle maintenance department continues to carry a full workload. In addition to the approximate 200 Town of Scarborough vehicles, our vehicle maintenance department also repairs and maintains 58 vehicles from the following external municipalities:

- Hollis: Fire/Rescue Department
- Kennebunk: Fire/Rescue Department
- Old Orchard Beach: Fire/Rescue Department
- Old Orchard Beach: Police Department
- Wells: Fire/Rescue Department

This is a mutually beneficial arrangement, as the contracts with these external municipalities provide revenue for our department, while providing quality and cost effective service for the external entities.

This is a mutually beneficial arrangement, as the contracts with these external municipalities provide revenue for our department, while providing quality and cost effective service for the external entities.



Additional Vehicle Maintenance accomplishments in FY18 included:

- The setup of five new Scarborough police cruisers
- The setup of six new police cruisers for Old Orchard Beach
- Utilizing Public Works staff to drive new school buses from the Georgia manufacturer to Maine, resulting in a substantial savings in delivery costs.
- Working with Southern Maine Community College and the Maine American Public Works Association (MAPWA) in the development of vehicle technician training/internships.

The SPW Vehicle Maintenance department is comprised of a Fleet Manager, a Foreman, 6 full time service techs, one metal fabricator, and one service tech intern, and a parts room manager. Our parts room manager also acts as our shipper/receiver and building maintenance manager.

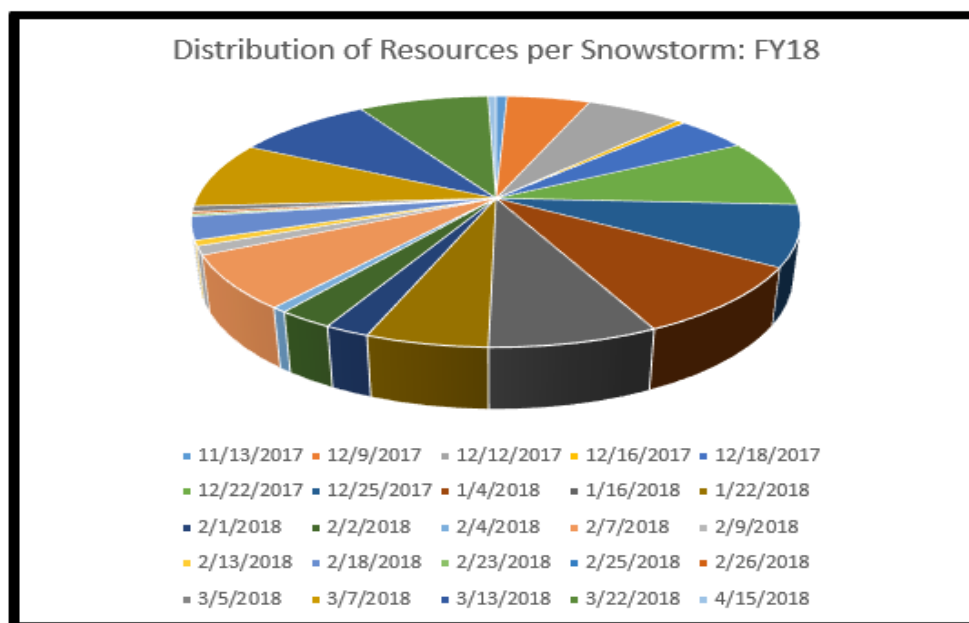
Jay Nason, our Fleet Manager retired in May 2018, after 30 years with the Scarborough Public Works department. Jay led the department efficiently and effectively. He was instrumental in the department's Vehicle Maintenance Intern Program with SMCC, the FY18 upgrade and relocation of the town's fuel site, as well as the endeavor to take on the service and maintenance of external municipalities. Jay further served as the chair of the department's Safety Committee.

Public Works Report Continued:

Replacing Jay Nason as Fleet Manager is Ed Alden. Ed has been a member of the Public Works Department for 18 years, serving as both Technician and Lead Technician. Well versed in the functionality of the department, Ed's transition has been smooth and successful.

Operations:

Our 17 person Operations crew is persistently hard at work repairing and maintaining the infrastructure of our community. In addition to their daily duties, which vary seasonally, they also carry the brunt of the workload for extraordinary weather events. In FY18 this included 25 storms that required road treatment - 9 of which necessitated "above average" treatment. During these weather events we spread 2,300 tons of salt, 6,828 tons of sand, and 35,151 gallons of magnesium chloride.



FY18 additionally included the powerful windstorm in late October 2017. This storm resulted in wide-spread power outages due to substantial tree damage. Clearing of the storm debris consumed our Operations department for the better part of a week after the storm. The significance of the storm, and the subsequent clean-up efforts required made this a weather event that was eligible for FEMA Disaster Assistance. Our FEMA application process for this weather event continues at the writing of this report.

Additional Operations accomplishments in FY18 included:

- The installation of subsurface drainage from Snow Canning Road to Jones Creek Drive, as part of a paving program with MDOT
- The restoration of the detention pond behind La-Z-Boy as part of a DEP grant within the Red Brook Watershed.
- The continuation and development of our in-field time and material entry by operations staff, via tablets.

Public Works Report Continued:**Capital Improvement Projects and Equipment**

- **Mid-Level Road Rehabilitation:** Included the paving and rehabilitation of the following roads:
 - Hearn Road (Ash Swamp Road to Saco Line)
 - Broadturn Road (Route One to Turnpike)
 - Beaver Brook Road
 - Martin Avenue
 - Woodside Drive
 - Merrill Brook Drive
 - Brookview Court
 - Mussey Road (Honan Road to Spring Street)
 - Primrose Lane
 - Iris Drive
 - Holmes Road
 - Mitchell Road
 - Gorham Road
 -
- **Subsurface Drainage Assessment Project**

Year two of the four year drainage assessment was completed. There are 70 miles of drainage pipe infrastructure town wide. The assessment will provide information that will allow us to create a multiyear plan for maintenance and repair on the system. The end report will provide guidance based on condition but also how important the road segment is relative to the whole road system. This methodology ensures that funds are spent where they benefit the most road users. The assessment also will provide guidance on the most cost effective methods for repair choosing from a wide variety of options that are available.
- **LED Streetlight Retrofit Project**

In May 2018, Scarborough assumed responsibility for the community's streetlights. As part of this transition, the Town is retrofitting all applicable lights with LED lights. LED lights consume a fraction of the electricity consumed by metal halide or high pressure sodium lights to produce an equivalent amount light. LED street lights offer advantages over older lighting technologies:
- **LED street lights save energy.** LEDs can reduce electricity consumption for street lighting by 75%. For example, this project will replace a 70 watt high-pressure sodium bulb with a 30 watt LED. Doing so will reduce the Town's electricity consumption for street lighting by roughly 330,000 kWh per year. According to the EPA's greenhouse gas calculator, this is equivalent to not using 27,000 gallons of gasoline a year.
- **LED fixtures will save Scarborough money.** Implementing this project offers significant financial benefits to the Town. Before purchasing the lights the Town paid Central Maine Power a monthly lease fee for each fixture in addition to the cost of electricity. The conversion is expected to save Scarborough about \$92,000 a year in lease payments and up to \$41,000 a year in delivery and energy supply costs. Even though the Town will now be required to maintain the lights we don't expect this to be a significant cost because LED lights have very long lives and extremely low failure rates. The return on investment (ROI) for phases I and II of the project is 4.5 years.

Public Works Report Continued:**Recycling and Solid Waste:**

The SPW department provided oversight of the Town's solid waste disposal and recycling programs. These programs include the following services: curbside residential solid waste collection, curbside residential recyclables collection, hosting of annual household hazardous waste collection days, outreach and education regarding proper disposal procedures for all waste, management and distribution of curbside collection carts, management and maintenance of three recycling "silver bullet locations", contract management for bulky items (appliances, furniture, etc.) and construction demolition debris.

The market for recycled materials has become very competitive. China has mandated a better quality of recycled materials with less contamination. This demand for less trash in the recycled material requires additional education to the public on the do's and don'ts of recycling. We are increasing awareness of proper recycling techniques and will continue to do so this upcoming year.

Additional Recycling & Solid Waste accomplishments in FY18 included:

- The implementation of a food waste collection pilot program that received national attention
- A 29.27% recycling rate
- The representation of Scarborough as a member of the Ecomaine Board
- Chaired the Ecomaine Finance Committee



In FY18 ecomaine launched Recyclopeda. Recyclopeda is an invaluable resource for information regarding how and where to dispose of any number of items. With over 600 items in the database, all of your recycling and waste-handling answers can be found in one place. The web app is available for download on either Google Play or the Apple App Store. An interactive web version is also available online at <https://www.ecomaine.org/recyclopedia/>.

As I conclude this report I would like to recognize the hard work put forth by the staff of the Public works. Their dedication allows the department to live up to its mission statement of "Serving the community with a professional attitude while working as a team".

I would also extend my appreciation to the residents of Scarborough and the elected officials for the confidence and support they place in the Public Works department.

Respectfully submitted,
Michael Shaw
Public Works Director

Report from the

SCARBOROUGH PUBLIC SCHOOLS

Julie R. Kukenberger, Ed. D., Superintendent of Schools

To the Town Manager, Town Council, and Citizens of Scarborough:

Julie R. Kukenberger
Superintendent of Schools

It is my hope that this communication finds you and your family well. As we reflect on the 2017-2018 school year, there are many accomplishments to acknowledge and positive news to share. There is so much good happening in our schools and our community and this year we have much to be proud of. Scarborough Public Schools continue to be one of the highest performing districts in the State of Maine. As shown in Table 1, our students routinely outperform neighboring districts and the State average on standardized assessments, our four-year graduation rate is 95% and our five-year rate is 99%. Approximately 90% of Scarborough seniors pursue post-secondary education after graduation.

Table 1.

Percentage of students at or above proficiency on State tests and SAT(grade 11)

<u>ELA</u>			<u>ELA</u>			<u>ELA</u>		
<u>2015-2016</u>			<u>2016-17</u>			<u>2017-18</u>		
	Scarb	State		Scarb	State		Scarb	State
Gr3	77	47	Gr3	67	49	Gr3		
Gr5	75	52	Gr5	79	55	Gr5		
Gr8	73	49	Gr8	72	52	Gr8		
Gr11	80	59	Gr11	77	59	Gr11		
<u>Math</u>			<u>Math</u>			<u>Math</u>		
<u>2015-16</u>			<u>2016-17</u>			<u>2017-18</u>		
	Scarb	State		Scarb	State		Scarb	State
Gr3	71	48	Gr3	57	46	Gr3		
Gr5	54	29	Gr5	59	36	Gr5		
Gr8	58	35	Gr8	47	35	Gr8		
Gr11	62	33	Gr11	58	35	Gr11		
<u>MEA</u>			<u>MEA</u>			<u>MEA</u>		
<u>Science</u>			<u>Science</u>			<u>Science</u>		
<u>2015-16</u>			<u>2016-17</u>			<u>2017-18</u>		
	Scarb	State		Scarb	State		Scarb	State
Gr5	82	63	Gr5	84	67	Gr5		
Gr8	85	73	Gr8	86	69	Gr8		
Gr11	66	47	Gr11	64	47	Gr11		

*Note: **green** numbers indicates Scarborough outperforming the State average at that grade level*

School Report Continued:

Scarborough is committed to all students becoming college, career, and civic ready through student-centered learning. We believe that decisions in planning, instruction and continuous improvement of our schools must be made with students' individual needs and interests as our primary consideration.

Our **mission** and fundamental purpose *"is to provide a safe and inclusive learning environment where each and every student is empowered to be a resilient, lifelong learner who is prepared to engage as a contributing member of society."*

This mission is realized through our **collective commitments** and Long-Range **Vision** for Continuous Improvement which states,

"Scarborough Public Schools will be a high quality, forward-looking public school district known for its whole child approach that, together with dynamic academic programs, enriching co-curricular experiences and a vibrant learning community that challenges students, excites their imagination and instills excellence in thought and action while preparing them for highly engaged and fulfilling lives."

This Long-Range Vision for Continuous Improvement will be realized through our strategic planning and actions which are aligned to four strategic themes:

Strategic Theme 1: Effective Teaching and Learning

Strategic Theme 2: Safe and Inclusive Schools

Strategic Theme 3: Global Citizenship

Strategic Theme 4: Community Engagement

As we reflect on the 2017-2018 school year we are quickly amazed and proud of the numerous accomplishments we have achieved and the specific improvement efforts we have planned for the 2018-2019 school year. I would like to share some highlights aligned to our four focus areas from our Long-Range Vision for Continuous Improvement and next steps for the upcoming school year.

Strategic Theme 1: Effective Teaching and Learning

Provide world-class, student-centered teaching and learning to prepare every student to thrive in learning, career, and life.

In the 2017-2018 school year, we have continued to develop a culture of continuous learning and growth for all students, staff, and families as we implemented and assessed our transition plan from a traditional, student-centered educational system to a Proficiency-based Education (PbE) system. This was no small task as we worked to implement a plan that was designed to meet the State's required timeline for our incoming Freshmen (Class of 2021) while also ensuring that we do not lose sight of the elements of our teaching and learning system that have enabled our students to be successful both in and out of school. As we respond to feedback from our students, staff, and families, we have adjusted our grading and reporting system in order to ensure that we keep student learning at the center of our work while ensuring that all students have multiple pathways and opportunities to demonstrate success through a growth model. At the heart of this work we continue to strive to ask ourselves two questions about every student, every class, and every day:



1. What does the student do well?
2. What is the student ready to learn?

School Report Continued:

We believe that together we will develop a system that both supports and empowers students to hone in on their strengths and interests as they work to meet and/or exceed the standard expectations.

In response to feedback from our staff, we have created a K-12 Professional Development Redesign Team that is comprised of 36 staff, including teachers, educational technicians, nurses, support staff, and district and school leaders. This group met for nine hours over three days in August to begin to assess and improve aspects of our professional learning system, specifically the work that occurs on late start Wednesdays known as Professional Learning Teams (PLT). The aim of this diverse and inclusive team is to develop a K-12 professional learning plan that enables us to maximize our guaranteed and protected professional learning opportunities in order to improve instructional practices and outcomes for our students.

Strategic Theme 2: Safe and Inclusive Schools

Provide welcoming and inclusive learning environments that promote safety, foster meaningful relationship building, and enhance the well-being (physical, social, and emotional) of students and staff.

We strive to provide and nurture a climate that allows for a positive and supportive student-centered culture, where students and staff are encouraged to be engaged members of the community. Across the district, Scarborough students have opportunities for voice and choice, and are encouraged to take calculated risks that will lead to deeper understanding of themselves and others.

We have examined our K-12 student support services and worked collaboratively with the Leadership Council and School Board to update our Bullying and Cyberbullying policies. Throughout the year, Leadership Council members have engaged in a variety of reflective learning opportunities including legal training and direct support from the Maine Department of Education. We have utilized restorative practices to remediate unexpected behavior and repair harm caused by conflict.

In 2016 we began partnering with Maine Boys to Men and Hardy Girls, Healthy Women to engage all 8th grade boys and girls in developmentally appropriate learning opportunities to gain knowledge and skills necessary to navigate complex messages about gender, relationships, consent and more. At the high school level we trained 120 high school students through the Maine Boys to Men Reducing Sexism and Violence Program (RSVP). RSVP is a leadership program that empowers students to play a central role in ending gender-based harassment, abuse, and violence. Trained teacher and student leaders use real-life scenarios supplemented by exercises and activities to help students learn to challenge traditional construction of gender roles and intervene as they recognize potentially harmful situations. We believe that this work is critical to ensuring the social and emotional well-being for all students and we look forward to continuing this work in the upcoming school year.

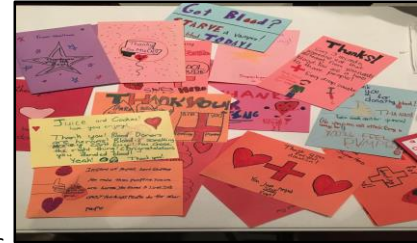
**Strategic Theme 3: Global Citizenship**

Develop, in each student, the skills for engaged citizenship (locally and globally), the appreciation of one's own culture and those of others, and the disposition to use individual talents to make positive changes in the world.

Together, we strive to develop skills for engaged citizenship and an appreciation of one's own culture and those of others in order to make positive changes in the world.

School Report Continued:

Over the past year our students have engaged in hundreds of student-directed community service opportunities. On any given day you could walk into one of our schools and you would clearly see evidence of various philanthropic projects such as raising money to fight cancer, collecting change on Halloween to donate to UNICEF, or collecting food and clothing for shelters and families who are struggling to make ends meet. In 2017-2018 we had two student-led blood drives at Scarborough High School where fifth graders made a promotional video sharing facts about how donating blood saves lives and younger students created thank you notes and cards for volunteers to read as they waited at the recovery table. Additionally, one high schooler planned and organized a Naturalization Ceremony where over 50 people became U.S. citizens and were able to register to vote.



Hundreds of our students are formally involved in service clubs such as Interact, K-Kids, Key Club, Seeds of Peace, The Yellow Tulip Project, Builders Club, and many more.

Several of our athletic teams advocate for issues that they are passionate about such as dedicating gate revenue to the Travis Mills Foundation, fundraising to support the Wounded Warriors Project, volunteering at the Root Cellar, and participating in the Coaches Against Cancer Program to name a few.

Strategic Theme 4: Community Engagement

Our School and Business Partnership is co-led by our Director of Curriculum and Assessment and our Scarborough Economic Development Corporation (SEDCO) Executive Director. This group has been very active and strategic as they work to solidify the mission, vision, and infrastructure in order to coordinate and cultivate our school and business partnerships. These partnerships are designed to expand student learning opportunities, career exploration, internships, and experiential learning in the classroom and beyond.

In 2017-2018, despite lack of funding, Scarborough High School was able to think outside of the box and offer a semester long internship experience for 13 juniors and seniors. The teacher lead designed the proposal, established and nurtured relationships that enabled each student to have a mentor in their field of interest along with a unique hands-on experiential learning experience resulting in the completion of more than 90 hours in the workplace.

SHS is grateful to following businesses & organizations which have or are currently supporting internships for our students,

- [Ace Hardware Scarborough](#)
- [Salt Air Designs](#)
- [NXGen Fitness Center](#)
- [Lucky Clover Stables](#)
- [South Portland Veterinary Hospital](#)
- [MEND Health & Wellness of Maine](#)
- [Maine Medical Center](#)
- [Eight Corners School](#)
- [Scarborough Terrace](#)
- [Pleasant Hill School](#)
- [The Good Theater](#)
- [Portland Radio Group](#)

For more information about the SHS Internship Program, please visit our website:

<https://sites.google.com/a/scarboroughschools.org/shs/academics/internship-program>.

School Report Continued:

In the FY20 budget cycle we plan to again ask for the community's support in fully funding a full time position so that we can expand our career pathways and experiential learning opportunities across the district.

The Scarborough Education Foundation (SEF), an independent non-profit organization, founded in 2012, was created by a group of parent volunteers in effort to enhance academic excellence in Scarborough Public Schools by funding innovative and creative educational programs and initiatives that fall outside traditional school budget considerations. In total, SEF, has awarded over \$170,000 in innovation grants to our teachers. In 2017-2018 SEF provided over \$36,000 in supplemental funding for innovative projects such as:

- Genomics and Bioethics
- Wentworth School Store
- Expanding Instrumentation and Sound
- Polar Heart Rate Monitors at SHS
- Model UN Guest Speaker
- Live Shakespeare at SHS
- Sparking Up Singapore Math with Dr. Yeap Ban Har
- Expanding Instrumentation and Sound
- Creative and Collaborative Community Building
- Costumes for American Revolutionary War Plays
- Mindful Teachers/Mindful Schools

This partnership continues to serve a critical role in ensuring that our teachers have opportunities to think beyond the limitations of our school budget as they implement new and innovative practices and resources into their instruction. If you would like to donate to SEF or get involved, please visit their website at: <http://www.sefmaine.org/>.

We have so much to be grateful for in Scarborough including our successful schools and amazing students. I look forward to a positive and productive year in the Scarborough Public Schools and look forward to sharing our progress and accomplishments with our community.

Respectfully Submitted,
Julie R. Kukenberger
Superintendent of Schools



School Report Continued:**School Facilities and Maintenance**

Todd Jepson, Director of Facilities and Maintenance

Our Facilities and Maintenance Department staff manage and maintain six buildings, totaling nearly 700,000 square feet of building space. Projects were completed at all of the schools over the past school year, including the following:

High School Facilities and Maintenance

- Exterior masonry restoration of 1953 courtyard and 1953 and 1968 south walls completed
- Teacher parking lot (Lot E) crack filled, re-sealed and restriped
- Preliminary work for solar arrays being completed
- Auditorium carpeting replaced along with aisle lighting and stage floor repaired and repainted
- Both the kitchen floor and the boys' locker room floor have been high-pressure steam cleaned
- Kitchen combi oven replacement and relocation project completed
- Room E107 had old kitchen island and old carpeting removed; new tile and cove base installed
- New science tables ordered
- New high efficiency LED lights installed in Alumni Gym
- Complete roof inspection completed and repairs finished
- Complete HVAC and energy management controls preventive maintenance completed
- All floors cleaned and stripped, sealed and waxed
- Full floor-to-ceiling cleaning and tile floor stripping and waxing completed

**Middle School Facilities and Maintenance**

- Roof inspections and repairs have been made
- Four front windows are being replaced with new aluminum storefront-style windows
- New student chairs for the 6th grade Learning Community
- Complete HVAC and energy management controls preventive maintenance completed
- All floors cleaned and stripped, sealed and waxed
- Full floor-to-ceiling cleaning and tile floor stripping and waxing completed

**Wentworth School Facilities and Maintenance**

- Gas supply was increased to a 2 lb system
- Preliminary work for solar arrays being completed
- Complete HVAC and energy management controls preventive maintenance completed
- All floors cleaned and stripped, sealed and waxed
- Full floor-to-ceiling cleaning and tile floor stripping and waxing completed



School Report Continued:**School Facilities and Maintenance**

Todd Jepson, Director of Facilities and Maintenance

Blue Point Primary School:

- Roof sections 4, 4A and 4B replaced
- Roof inspections and repairs have been made
- Interior wall repairs and full painting of walls and trim in full hallway and several rooms completed

Pleasant Hill Primary School:

- Roof inspections and repairs have been made
- Library painted
- Additional parking spaces striped in rear of building
- Overgrown shrubs and plantings removed and new plantings to be installed

**Eight Corners Primary School:**

- The Principal's office and conference room was painted
- Quiet room built in room 5
- Roof inspections and repairs have been made

**School Facilities Summary 2018****High School Facilities and Maintenance**

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School Report Continued:**School Facilities and Maintenance**

Todd Jepson, Director of Facilities and Maintenance

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Wentworth School Facilities and Maintenance

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- Preliminary work for solar arrays being completed
- Complete HVAC and energy management controls preventive maintenance completed
- All floors cleaned and stripped, sealed and waxed
- Full floor-to-ceiling cleaning and tile floor stripping and waxing completed

All Primary Schools Facilities and Maintenance

- All of the K-2 buildings had roof inspections and repaired as needed
- All of the schools had full HVAC mechanical and controls systems preventative maintenance inspections and repairs completed
- All schools had their carpets professionally cleaned
- Full floor-to-ceiling cleaning and tile floor stripping and waxing completed

Blue Point Primary School:

- Roof sections 4, 4A and 4B replaced
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Eight Corners Primary School:

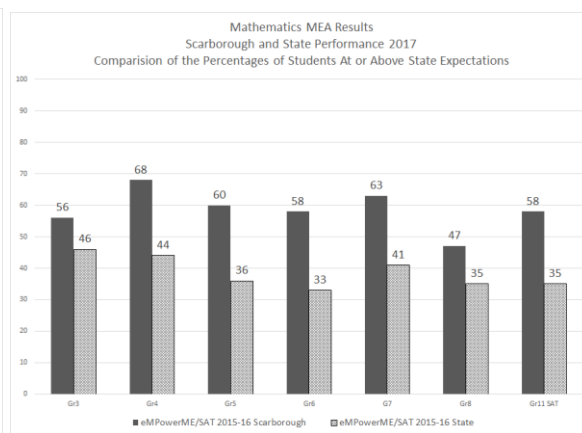
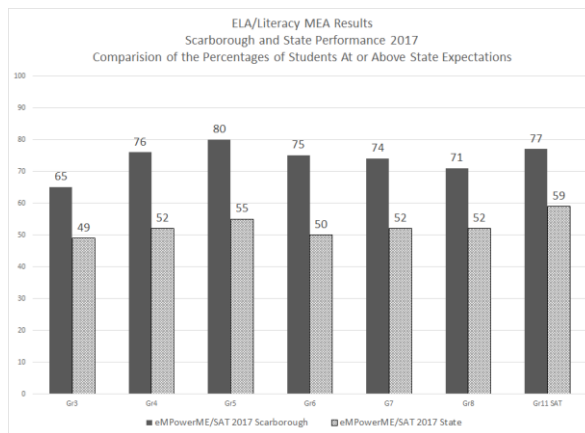
- The Principal's office and conference room was painted
- Quiet/timeout room built in room 5
- Roof inspections and repairs have been made

Curriculum and Assessment

Monique Culbertson, Director of Curriculum and Assessment

As result of the district leadership revisiting our vision, mission, values and strategic goals, the area of curriculum, instruction, and assessment identified strategies that would maximize our resources and improvements to student learning. We developed common instructional unit formats and worked with teachers to utilize them in order to be able to share curriculum units across the district. Our instructional coaches provide cost effective, job embedded support to our teachers who are continually strive to improve their instruction. Coaches also bring teachers together across the grade levels and buildings so that we can ensure a vertical articulation of our curriculum with clear learning goals, or achievement targets, along the way.

The State test results gave us data from which we continue to track our strengths and areas for growth in ELA/Literacy and mathematics. As the charts indicate, our students perform well above the State average.



With two years of State testing data, we have begun to look for trends. We track grade level performance as well cohort data. Across the 7 grades tested, in math 3 out of 7 improved; in literacy, 4 out of 7 grades improved. In the 5 cohorts that we track, we noticed that 3 improved their performance and in literacy, 4 out of 5 cohorts improved their performance.

We are in our second full year of a new reading curriculum at K-5. We are pacing our investments over several years in classroom reading books, often called classroom libraries. We are in our third year of a 5 year plan that will ensure that every classroom has what a wide range of quality reading books to meet the needs and interests of all of our students.

We continue to make incremental improvements in the areas of Science and Social Studies as our resources allow. Through the donation of the Scarborough Education Foundation, several teachers were able to participate in training from Project Lead The Way, a nationally recognized STEM program. This has helped to improve the quality of our STEM programming. We continue to grow incrementally in the areas of computational thinking, engineering, and innovation. These are important areas of learning for students as we prepare them to become college, career and civic ready for our rapidly changing global society.

Scarborough Primary Schools - 3 schools serving 569 students in grades K-2

Kelly Mullen-Martin, Principal at Blue Point

Anne Lovejoy, Principal at Eight Corners

Jessica Steele, Principal at Pleasant Hill

The K-2 Phase has had another great start to the school year. We are happy to have Jessica Steele join the K-2 team as the principal of Pleasant Hill School. She brings a wealth of experience in Pre-K/Kindergarten transition as well as her grades 3-5 experience during the 2017-2018 school year when she interned under Kelli Crosby. We are also eager to work with many new teaching staff at the primary level this year as a result of multiple retirements and an increase in our student enrollment. We have added a new Kindergarten classroom at Pleasant Hill and a new 1st grade classroom at Blue Point. We will welcome 606 students to our elementary buildings this year, including 208 Kindergarten students.

Over 120 students participated in Kindergarten Kamp during July and early August which was offered with flexible enrollment options and transportation provided by the school district. Students participate in literacy, numeracy, problem-solving, MakerSpace, art and cooperative play activities that help them establish a beginning foundation and familiar routine to prepare for their transition to our Kindergarten classrooms. The feedback from parents continues to be overwhelmingly positive and teachers comment about how smooth the transitions have been as a result of this investment.

Throughout the year, K-2 teachers engage in meaningful, ongoing professional development to strengthen core practices in our reading, writing and math curriculum. Our focus on Student-Centered Learning continues to be a priority and we have seen increased confidence in a student's ability to articulate their learning as a result of student participation in conferences with their families. Students are learning at a very young age to be proud of themselves as learners and citizens.

K-2 technology such as the adoption of "SeeSaw," has allowed for improved school-family communication while other technology investments provide greater access to blended learning opportunities and enhance our overall curricula. The Primary PTA generously provided STEM carts and MakerSpace materials for each K-2 school to kick start early STEM experiences for our students. Students work collaboratively to create, invent and learn using hands-on exploration of materials that are designed to stimulate thinking and problem-solving. An integrative curriculum team met throughout the year to create several transdisciplinary units that are now available for K-2 teachers. These units enhance social studies and science concepts and make intentional use of the MakerSpace. We hope future investments will allow our students to continue expanding their understanding of early engineering, science, math and technology in unique ways.

We are proud to work as three principals, three schools, and one K-2 phase to serve our youngest learners. Our highly talented and dynamic staff set the foundation for learning for years to come.

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Scarborough Middle School - serving 716 students in grades 6-8

Diane Nadeau, Principal



The 2017-2018 school year was an exciting time for Scarborough Middle School. This included the implementation of the next phase of our focus on student-centered learning. More specifically, the reporting system was redesigned to separate out academic progress from habits of work and learning, termed HOWLs here at SMS. As part of this work, teachers collaborated in content and vertical teams refining the curriculum with common learning goals and standards, as well as the development of common assessments. A critical element in this work was the implementation of these assessments and examination of their results to

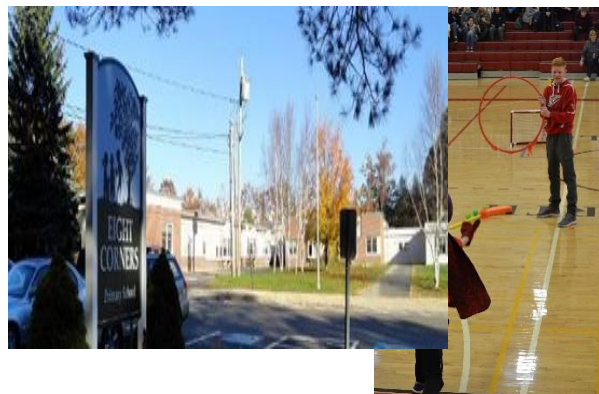
assist teachers in more closely responding to and supporting students when they needed it. Related elements included:

- Utilizing Enriching Student Software during RISE (Remediate, Improve, Stretch, Excel) time in such a way to give both teachers and students the ability to set appointments to maximize the time that could be used to support, re-teach, or re-assess students
- Engaging students in taking an active role to track their progress both academically as well as with their HOWLs.
- Collecting and examining feedback from the larger school community (students, parents, and staff) about the reporting changes made during 2017-2018 to assist in planning next steps for 2018-2019.



CREW was another school-wide focus for 2017-2018. CREW is the name given for small student advisory groups of 11-14 students that meet regularly. Like the sport crew, the idea is to get a group of students moving together in the same direction. The intent of this time is to provide all students with the opportunity to develop a relationship with a caring adult to support and encourage them, foster positive interactions with peers, and build a stronger sense of community and belonging for all.

Another push in 2017-2018 was to further general opportunities to come together as a whole school community. This happened through numerous assemblies that were held at Wentworth School, that were game-like in nature and promoted team and grade-level spirit. There were also numerous charitable events, such as Stuff a Bus, Red Storm Strikes Out Cancer walk that was held on campus, and hat days, just to name a few. Finally, we were proud to have been successful in holding a whole-school end of year picnic and celebration day at Memorial Park in June, complete with an on-site cookout by our awesome Nutrition staff.



Wentworth School - serving 675 students in grades 3-5

Kelli Crosby, Principal



Wentworth teachers create endless opportunities for students to collaborate, solve real world problems, and extend learning beyond the traditional classroom. One example Wentworth students love to participate in is the Kid City Entrepreneur project where they market and sell a product of their own design. Students work in small teams or pairs to create personalized items that they can sell (using Kid City bucks) to their fellow students on a dedicated exhibition day. This year's creative goods included hand-drawn football trading cards, homemade slime, personalized bookmarks, pom-pom critters, pretty pillows and much more!

The Kid City project allows students to learn and practice important leadership, teamwork, creative thinking, and communication skills. Field trips to the State House, the Ecology School, and our local partnership with CPort Credit Union to engage all fifth graders in understanding how what they learn in school today will help them achieve their future goals are all examples of our students making connections.



Funded by a grant through SEF, Wentworth students take great pride in operating a new school store which provide opportunities to practice real-life math, problem-solving, communication and customer-service skills. Students are involved in every aspect of the school store including purchasing, advertising, pricing, scheduling, working, financing, and delivery. There are a variety of items available for purchase including pencils, pens, erasers, stress balls, highlighters, bags, and bookmarks and students make inventory decisions based on reviews of different items, unit prices, profit and feedback from customers as well as school wide surveys. The school store is self-sustaining and will continue to provide authentic learning experiences for Wentworth students for years to come.



The Wentworth garden continues to provide countless learning opportunities for students. The garden produces over 100lbs of fresh vegetables and much of by the department meals for spring 2018,



garden inspired a 4th grade system constructed and used to enrich the garden soil and reduce pests. Wentworth prioritizes eco-friendly practices including the use of a share cart, and making a transition from plastic to silverware, eliminating over 2,500 plastic utensils being thrown away each week. Special thanks to the Scarborough High School Ecos Club members for leading this environmentally friendly change initiative with our Wentworth students?



during peak season the produce is used Community Services to provide nutritious summer programs. In the Wentworth



Wentworth School - serving 675 students in grades 3-5
Kelli Crosby, Principal

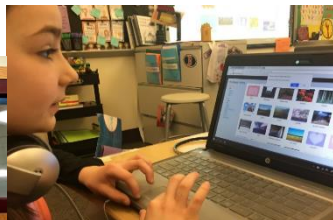


Technology is a powerful platform for global collaboration. Wentworth students experience exciting advanced technology using Google Expedition. Google Expedition is an immersive education app that turns mobile devices into tools that allow teachers and students to explore over 800 virtual-reality (VR) and 100 augmented-reality (AR) tours. Users can navigate outer space,



investigate dinosaurs, turn the classroom into a museum, and visit an art gallery and more without ever leaving the classroom.

School wide use of technology through Hour of Code activities, weekly STEM programming for all students, and one to one computing with HP laptops truly levels the playing field and affords all students the opportunity to become innovative digital citizens.



Through the use of research based curriculum and instruction, team building activities, opportunities to participate in the arts, service to community and much more Wentworth School remains focused on helping students make connections. Our students encounter an expanded set of social, emotional and academic connections in their intermediate years. Each child moves toward independence of thought while acquiring a more defined set of academic skills. We are proud that students gain perspective on the achievement of good citizenship, growing as learners and practicing decision-making within a diverse set of experiences.



Scarborough High School

Susan J. Ketch, Interim Principal, Scarborough High School

STUDENT CENTERED LEARNING

Scarborough Public Schools are committed to all students becoming college, career, and civic ready through student-centered learning. Using our Student-Centered Learning focus, decisions in planning instruction and in the continuous improvement of our school are made with students' needs and interests as our primary consideration.

STUDENT SCHEDULE

SHS completed a two-year phase-in plan to update our schedule to better meet the needs of our students. In year one, 2016-17, we added AEAST and Advisory to our day. This is a 35-minute block of time every day where students can meet with teachers to get extra help or enrichment with their coursework. Fridays are dedicated to small groups meeting with their advisor so that every student has an additional adult that they can connect with for support and encouragement throughout their high school experience. In year two, 2017-18, we moved to an eight period block schedule with a two-day rotation. This allowed students the opportunity to take another course each semester. The hope is that students are now more able to take classes that interest them or in a career they might have an aptitude for, or just to try something new!

**PROFICIENCY-BASED EDUCATION (PbE)**

The fall of 2017 began our academic coursework with our grade 9 students taking part in PbE courses for their four core courses: English, Mathematics, Social Studies, and Science. Teachers worked throughout the summer to finalize preparation to begin teaching in this new way. Teachers prepared the various elements of PbE: The Guiding Principles, Habits of Work and Learning (HOWL), Grading scales, and the PowerTeacher Pro electronic grade book. Throughout the school year, all staff began on work to incorporate PbE into all classes because next year's 9th graders will be doing PbE in their four core courses plus one additional area of their choosing.

NEAS&C ACCREDITATION

This past fall, on November 5 – 8, 2017, SHS participated in a four day on-site evaluation visit by a team of New England educators. Over a dozen visiting members met with Students, parents, faculty, and district administration over the course of the four days. At the end of the school year, we were pleased to learn that we received continuing accreditation. The next step for SHS will be to develop a two and five year follow up report on continuing school improvement efforts.

HIGHLIGHTS OF THE YEAR Scarborough High School had many memorable moments this year. On December 11, 2017, SHS hosted Wreaths Across America in a ceremony held in Alumni Gym for the first time. This was an inspirational program which honored all branches of the military, Gold Star families, and in particular at this ceremony our local Vietnam veterans were the recipients of wreaths honoring the 50th anniversary of the Vietnam War. Nearly twenty semi-trucks and many VIP vehicles were part of the convoy that stopped here on their way to Arlington National Cemetery to lay wreaths at every grave.

SHS hosted a Naturalization Ceremony on Wednesday, April 11, 2018. This ceremony, inspired and hosted by a Scarborough high school student, welcomed dozens of citizens to this country. Students took part in the ceremony by speaking, sharing music, and attending the ceremony. This was an inspirational program for all who attended. SHS hosted two student-led Blood Drives supported by the American Red Cross this year. We are happy to work on activities such as these which can help all members of our community.

Scarborough High School

Susan J. Ketch, Interim Principal, Scarborough High School

In April-May, the main lobby of the High School was honored to host a Summit Project display case. The Summit Project carries fallen service members' stones on tribute hikes and carries their stories for a lifetime. Our display held the stone of a former SHS teacher, Captain Daniel J. Tranchemontagne, who taught math at SHS and served in the Army during the Iraq War. SHS gives a scholarship annually in his memory.

CO-CURRICULAR CLUBS AND ACTIVITIES

SHS proudly supports over 30 groups that are school sponsored and/or student led. When you combine athletics with activities, we have a student participation rate that is well over 90%. This year, Oak Hill Players presented "Singing In the Rain", numerous service activities were carried out over the course of the year, we hosted a Band Festival, and we also hosted the return of the K-12 Art Show to name a few!

Red Storm Athletics Year in Review 2017-2018

Scarborough, ME - With the 2018-2019 school year and first day of pre-season fast approaching The Athletic Department at SHS is reflecting back at the comprehensive successes of the past year. Red Storm Athletics filled 989 roster spots fielding 44 teams at three different levels of play (FT, JV & Varsity) during the 2017-2018 school year. With over 70 staff members and 580 individual students-athletes (60% of the student body) participating the Storm were able to achieve excellence in 16, Maine Principals Association (MPA) and Southwestern Maine Activities Association (SMAA), sanctioned sports while also achieving at a high rate in the classroom.

Collectively 20 Varsity teams competed in post-season play resulting in a number of Regional Final titles, seven (7) SMAA Conference titles and six (6) MPA State Championships. As well, 20 different teams were represented by 56 SHS student-athletes for achieving Southwestern Maine Activities Association (SMAA) All-Academic status and 95 athletes earning All-Conference Selections.

Conference Championships: (7) (Field Hockey, Football, Golf, Girls Soccer, Boys Indoor Track, Girls Indoor Track, Softball)

State Championships: (6) (Football, Golf, Volleyball, Boys Indoor Track, Girls Indoor Track, Softball)

SMAA All-Academic Student-Athletes: (56) (20 different teams represented)

SMAA All-Conference Student-Athletes: (93)

Total # of Roster Spots: (989)

Total # of Individuals Athletes: (580) (60%) of student body)

Staff Members (Coaches): 70



Report from the

COMMUNITY SERVICES*To the Town Manager, Town Council, and Citizens of Scarborough*

Todd D. Souza
Director

It's a pleasure to submit the annual report on behalf of Community Services for fiscal year 2018.

What does **Community Service** mean to you?

By definition, Community means "a unified body of individuals" and Service means "the action of helping or doing work for someone," or, "a system supplying a public need." As a multi-faceted department, Scarborough Community Services aims to embrace both of these definitions in our work every day. Our goal is to develop and implement programming that brings everyone together, creates wellness opportunities, or meets a specific need. We also strive to maintain, modernize, and expand facilities to meet the growing requests of our community and the participants involved.

During the upcoming year, our department will be focusing on the National Recreation and Parks Association's *Three Pillars of Parks and Recreation* -- **Conservation, Health and Wellness, and Social Equity** -- to help guide our department as we aim to continually improve the quality of life in Scarborough. To facilitate these efforts, we will be reviewing policies and procedures, facility needs, staffing challenges, and program expansion. By doing this self-assessment, we will be setting a path that will lead our department over the next three to five years, allowing us to make mission-based decisions, appropriate purchases, and invest in infrastructure that will serve us for years to come.

We are so fortunate to work, live, and play in a wonderful place such as the Town of Scarborough. We hope that you have had a chance to enjoy one of our great parks, spent time on our beaches, or have had a moment to sit back and enjoy good company at a special event. This report highlights just a small piece of our department from this past year.

We look forward to working with each of you during the upcoming year.

Respectfully Submitted,

Todd D. Souza, C.P.R.P.,
Community Services Director

Scarborough Community Services

Bill Reichl, C.P.R.P., Recreation manager
Ryan Colpitts, Program Coordinator
Brandi Bradley, Facilities Scheduler
Nicole Hall, Administrative Coordinator
Jill Deering, Administrative Secretary
Michael Hofheimer, Cable Manager

Audra Keenan, Intergenerational Program Manager
Andrea Zglobicki, Program Coordinator
Steve Kramer, Program Coordinator
Cynthia DiBiase, Senior Program Coordinator
Ian Weidner, Senior Services Bus Driver
Laurel Parenteau, T.H. Custodian

Bob Loose, Facilities Manager
Bob Peary, Grounds Maintenance
Tony Fortin, Grounds Maintenance
Ken Kennedy, T.H. Maintenance Tech.
Jim Mathieson, T.H. Service Worker

Community Services Areas of Service Responsibility

Parks and Facilities

Beach Management

- Ferry
- Higgins
- Pine Point
- Trash collection
- Piping plover program

Boat Launches

- Co-Op
- Clay Pitts

Parks

- Black Point
- Old Blue Point
- Memorial
- Peterson
- SEDCO
- Springbrook
- River Wildlife Sanctuary
- Willey
- Ice Rink
- Skate Park
- Outdoor Gaming Area

Athletic Fields

- High School Complex
- Middle School Complex
- Wentworth Field
- Tennis courts
- Outdoor basketball courts

Facilities

- Town Hall
- Gawron Building

Trails

- Eastern
- Willey

Recreation

- K-5 summer camp
- Teen summer camp
- Specialty camps
- Adult programs
- 55+ programs
- Youth athletics

Child Care

- Before-school care
- After-school care
- Club Teen
- Late start program
- No-school days
- Parent night out
- Vacation camps

Special Events

- Summerfest
- Winterfest
- Santa in the Park
- Egg Hunts
- 55+ BBQ
- Concerts in the Park
- Group/Family Trips

Administration

Facility Reservations

- Municipal building
- School buildings
- Athletic complexes
- Concession stands
- Parks
- Courts

Rentals

- Kayak racks
- Community garden plots
- Outdoor gaming equipment

Services

- Passport acceptance
- Scarborough TV
- Discounted tickets
- Banner requests
- Memorial items



Community Services Report Continued:**School Age Child Care**

Community Services offered morning and afternoon child care programs at each Scarborough school site. Our programs complied with all the recommendations for the *Licensing of Child Care Facilities* established by the State of Maine. Our mission is to promote the physical, mental, social, and emotional development of each child by providing a high-quality child care program. This program enriches the experiences of children as we view the home, school, community, and child care settings as complementary and interrelated domains that affect children's growth and development.

Before and After Care -- Grades K through 5

Morning care opened at 7:00 am at all of our Grades K-2 and 3-5 school sites. Morning care was very low key with many students bringing their breakfast from home to enjoy prior to the start of school. Activities in the last year included coloring, drawing, puzzles, and games. Staff planned simple crafts and set up separate activity areas for blocks, marble mazes, and cars. One morning each week, we allowed participants to use electronic devices.

Afternoon care began as soon as school was dismissed in the afternoon. Staff took attendance daily to ensure all students were in attendance. Snacks were offered daily. Weather permitting, students spent at least 30 minutes outside; more in-depth choices were made available later in the afternoon such as science activities, story and activity, indoor active games, origami, and, of course, homework time. The extra time in the afternoon afforded staff to offer more extensive age-appropriate activities. Care was open until 6:00 pm Monday through Friday.

Club Teen – Grades 6 through 9

After-school care began when the middle school let out at approximately 2:30 pm. Since it is important for students to get their homework done in the afternoon, we devoted quiet time for this daily. Many students participated in extracurricular activities like sports, dance, or karate, while others went outside daily, playing ball on our fields or taking walks on the trails in the woods. Other activities included field trips to the movies and holiday shopping in December at the Maine Mall.

Date Night for Parents

We offered a Date Night for Parents in December. Parents registered their children for a fun night of pizza, crafts, active games, and movies, and could choose to get their holiday shopping finished, take some time for themselves, or just enjoy a night out with friends. We offer this date night year after year due to its popularity.

Teacher In-Service Days and No School Days

We offered care on these days 7:00 am to 6:00 pm at Wentworth School. These days consisted of a variety of choices, including plenty of outside time. Participants loved getting together with their friends from all of the different schools in Scarborough.

Vacation Experience Camps

During February school vacation, younger campers spent time at Joker's while the older children went snow tubing at Seacoast Fun Park. Campers also got to watch a movie at the Winslow Homer Auditorium and try their hand at some games in the Studios2Go mobile gaming truck. In-house time was spent playing games in the gym and working on arts and craft projects. A group of campers assembled goodie bags and brought them to the employees in Scarborough town hall, as well as the police and fire departments. The highlight of this year's April vacation program was a trip to the Portland Science Center to see the *Planet Shark* exhibition. The children enjoyed the hands-on displays as well as the up-close-and-personal videos of sharks in the wild. Other trips included a visit to Smitty's Cinema for a movie and pizza party. The children worked on arts and crafts projects and spent time playing games in the gym during in-house days.



Community Services Report Continued:**Grades K-5 Summer Camp**

Community Services offered an eight-week extended summer day camp program. Parents were able to register children a 3-day or 5-day program, either for the full eight weeks of summer or for individual weeks during the season. At the K-5 level, parents could register their child for the Thursday all day field trips, as well.

This summer we took trips to Funtown/Splashtown, Storyland, Monkey C Monkey Do, Water Country, Sea Dogs game, to name a few. Every Friday was theme day such as Camping Out, Wacky Water Day, Olympics, and Super Hero Day. We ended our summer with our Annual Highlights Show and Pizza Party. All participants enjoyed an ice cream treat to celebrate the end of our summer program.

Middle School Summer Camp

The Grade 6-9 campers had another busy summer. Popular trips were canoeing the Saco River, paintball, and white water rafting. Campers got a chance to do some hiking throughout the summer. They spent time exploring Mt. Apatite, Sawyer Mountain, Burnt Meadow Mountain trails, Bald Pate Mountain, and Pleasant Mountain. In-house days included activities such as game show day and an American Ninja Warrior competition on the Wentworth playground.

Summer Specialty Programs

We offered over 50 different types of specialty camps and programs throughout the year. Many of these camps would not have been possible without our exceptional varsity coaches who organized and ran the programs. In addition the sports camps, we offered several programs that focused on the arts and technology. The variety of offerings led to decent participation headcounts, as there were very few programs that needed to be cancelled due to low enrollment.

Youth Leagues

Community Services oversaw the administration of youth recreation leagues for fall soccer, basketball, and indoor soccer, offered to Grades Pre-K through 8 students. These three leagues had over 1,200 participants combined. Although we did not run Travel Soccer, Youth Football, Little League, or Youth Lacrosse, we did work closely with these groups to get fields reserved and lined for their programs.

Volunteers

Many of our programs relied heavily on the assistance of parent and student volunteers. Without these volunteers putting in time year after year, we would not have been able to offer as many programs as we did. We want to thank everyone who took the time out of their own schedules to assist in these programs and make an impact on so many young lives.

Adult Recreation Programs

While our adult recreation programs were limited, they were enjoyed by all who attended. Our largest adult program was the Sunday night soccer group for participants 35+. This group played spring through fall in a relaxed but competitive atmosphere. Adult men's basketball played at the various gyms in town on Tuesday and Thursday nights. Healthline moved from the High School to Wentworth where they utilized the fitness room and school hallways to get in an early morning walk and exercise. We are always looking for new ideas and opportunities for adult recreation programming so please feel free to reach out to us with your thoughts.

Community Services Report Continued:**New Group Trips**

This past January, Community Services took a family-friendly trip to see the Celtics play against Orlando Magic in Boston. An excited group of 29 fans boarded the coach bus at the Scarborough High School parking lot to head down to Boston for the day. As an added bonus, all kids attending our trip were able to participate in the High-Five Experience, where they were ushered right onto the court to high-five the opposing team's players as they entered the arena. It was amazing to be so up close and personal and to see some of the behind-the-scenes inner workings of the TD Garden venue!

**55+ Programs**

The mission of the Scarborough 55+ Programs is to give all seniors an opportunity to maintain dignity, enrich their quality of life, and actively promote participation in all aspects of community life. As the 55+ Program changes and grows, we continue our goal of offering quality programming for seniors in and around Scarborough.

It has been over a year since we moved our weekly programs to the brand-new Martin's Point Community Room. Our weekly BINGO, senior lunch, and senior drop-ins continued to draw in large crowds. We saw many new faces, and are continuing to grow as people hear about the fun we are having in Scarborough. Through our continued partnership with Southern Maine Agency on Aging, we were able to provide discounted catered meals to seniors each week.

New in 2018, we partnered with the Good Shepherd Food Bank to host a Cooking Matters class, which aimed to help people learn to grocery shop and cook healthy and tasty meals on a budget. We offered our first-ever Spring Fling dance, a Mindfulness and Meditation Workshop, and offered several brand-new trips.

We continued to enhance the membership program to better serve our customers. Although seniors did not have to become members to participate in programs, we encouraged them to consider joining so they could take advantage of some of the perks, including early trip registration, trip discounts, and discounts at local businesses.

What remained the most popular offering and brought in a line of excited registrants on the first day of registration were the day trips. Trips to Peaks Island, Jillson's Sugar House, the Fryeburg Fair, holiday shopping, and the Magic of Christmas were just some of the trips that filled up quickly and kept our seniors active and enjoying all the State of Maine had to offer.

U.S. Passport Acceptance Facility

For the sixth year, Scarborough Community Services accepted passport applications on behalf of the U.S. Department of State. With the addition of two more passport acceptance agents, we were able to accept 675 applications during the fiscal year. Our annual total included applications accepted during our sixth annual Passport Day in Scarborough. Held in the municipal building on Saturday, March 3, we were able to accept 51 applications and serve 35 other citizens in answering questions and helping them to prepare their own passport renewal applications. In September 2017, we transitioned into a passport appointment system so that we could serve our customers more efficiently and dedicate time to each passport client. Community Services appreciates the chance to offer this service Tuesday through Thursday each week between the hours of 9:00 am and 3:00 pm by appointment. We are always available to answer any questions in the office or by telephone. We also direct citizens to the official U.S. Department of State website at travel.state.gov.

Summerfest 2017

Community Services held its 21st annual Summerfest on Sunday, August 20, 2017. Despite the crazy weather and date change, the local community came out in droves. We had many local businesses and groups offering free giveaways and sweet treats, while the Community Services staff raffled off a 2018 beach pass. Popular activities

Community Services Report Continued:

such as the Air Jumper and the Roaming Railroad were back once again, and groups like Scarborough Youth Football and Gym Dandies brought exciting changes like a dunk tank and Crusher from the Red Claws. Other entertainment included live music provided by Andy Happel and the Scarborough Strings group. As always, the night was capped off with an incredible fireworks show set to today's hit music.

Santa in the Park and Tree Lighting Ceremony 2017

The 2017 Santa in the Park and Tree Lighting was held on Saturday, December 2, and we had fantastic attendance once again. Santa arrived in Memorial Park on a fire truck and proceeded to light the tree. Due to the increasing popularity of the special event, we added several new activities during the event to occupy visitors before the fireworks show. The most popular new addition, sponsored by Home Depot, allowed children to build a small wooden sailing boat or a tool box. We also added a train trolley that gave rides around the park. The Cheering Boosters set up shop for residents to purchase and decorate Christmas wreaths. The Scarborough Rotary, with donations from On the Vine Marketplace, gave out free hot chocolate and desserts for all who attended. Finally, the Scarborough VIP's came out in full force yet again to assist people getting on and off the wagon rides safely and efficiently. This has become one of our most popular events in town!

**Winterfest 2018**

In its 29th year, Winterfest moved to the first Friday and Saturday in February. On Friday night, there was a huge bonfire to keep people warm in the sub-zero temperatures. A middle school pond hockey tournament was held with five teams competing for bragging rights. After the pond hockey tournament, we held our first-ever broomball game that anyone daring to brave the cold was able to partake in. While the numbers were small, everyone who played had a great time.

Along with the traditional festivities held on Saturday, including ice skating competitions, human dogsled races, and camp fires, we offered a carnival corner where participants could play several carnival games for prizes. There was also a hover ball archery game where kids and adults could test their skills of hitting a floating ball with safe archery foam tips.

Scarborough Rotary brought their food trailer to the event this year and handled the sale of all food items. This organization continues to be one of our most helpful and willing partners and without them we would not be able to offer as many amenities at our special events.

Our community is fortunate to have very generous local organizations and individuals who either sponsor specific events at Winterfest each year or contribute to the overall success of the event. We look forward to seeing everyone out there in 2019 for our 30th annual event!

Easter Egg Hunts

This year's egg hunts were the most attended in the history of the hunts. Children who attended were provided with a bag to collect eggs in and activities to do while waiting for the hunt to begin. Over 6,000 eggs were placed on the Wentworth field for the children to find. Although there was some rain during the day, it did not stop the children and the bunny from showing up for the hunts.



Community Services Report Continued:**Concerts in the Park 2017**

The 2017 Concerts in the Park series, brought to you by the Scarborough Community Chamber of Commerce in partnership with Scarborough Community Services, coordinated another great lineup of musicians and song styling's that included Blues, Motown, Disco, popular songs from the 60's, 70's 80's to today for all ages covering the likes of Duke Ellington, the Beatles, Earth Wind & Fire, Stevie Wonder, BB King, Bee Gees, Blondie, Four Seasons, Michael Jackson, David Bowie, Justin Timberlake, Pink, B52's, Taylor Swift, and the Romantics. This series continued to bring together family, friends, and music lovers from all over Scarborough and local communities to enjoy the music and facilities Scarborough has to offer and continued to draw rave reviews from music lovers on the facilities, staff, and the performers.

Despite dodging forecasts on a few nights of showers and storms, all shows were held outside at the gazebo in Memorial Park while the High School Auditorium remained on standby as the rain location. Thousands were entertained by family-friendly artists: The Bob Charest Band (Voted Best Maine Band – PPH), Studio Two (Beatles Tribute Band), Motor Booty Affair (Ultimate Party Disco Band), Kirsten Thien Band (Blues, Soul, Roots Rock), Wavelength (Premier event band), and the Awesome (Awesome 80's). As in past years, free parking was available at the high school, free shuttles to Memorial Park, and free entertainment to the community. The Scarborough Rotary Club provided outdoor concessions once again.

Thank you to all who attended, the many volunteers, and the generous sponsors who made this series one of Scarborough's largest events! Hope to see you next year, if not sooner!

Beach Management

Community Services oversaw the day-to-day operation of the beach parking lots and boat launches for the town. With yet another very dry summer, residents and tourists were able to spend ample time at Pine Point Beach, Ferry Beach, and Higgins Beach. We feel that these are some of the best beaches in the state, drawing many people to our community.

**Scarborough Community Television (SCTV)**

From coverage of town and school meetings to school-related activities, sports, and special events, our SCTV staff worked diligently to ensure that residents had a close connection to what was happening in the Town of Scarborough. Live and pre-recorded programming was available around the clock on Spectrum channels 2 and 3. Channel 2 focused on Scarborough schools and community life, as well as public service announcements from local non-profits. Channel 3 focused on all Town meetings, which could be live streamed from anywhere using the Internet. These meetings were also catalogued and made available 24/7 on the Town's website from the video-on-demand system.

This year we completed a long-awaited upgrade of studio and broadcasting equipment at SCTV. Scarborough contracted Pro AV Systems of Westbrook to design and install all new cameras, controllers, and switchboards for live broadcasts of town meetings. In the overhaul, digital sound systems and control panels were put in place in both council chambers, and microphones were also upgraded.

Community Services Report Continued:

SCTV is proud to serve the town of Scarborough and is looking forward to another great year of bringing citizens coverage of meetings at Town Hall, varsity sports, concerts, town events and events at the library, as well as outside programming of local interest.

Sponsorships

Each year, Community Services receives many generous donations from Scarborough area businesses, organizations, and individuals to assist us in offering no-cost or low-cost public events, such as Summerfest, the 55+ Barbecue, Winterfest, Tree Lighting Ceremony and Santa in the Park, and the Easter Egg Hunts.

This past year, we took a step back to evaluate the sponsorship program in hopes of developing more opportunities beyond just special events. We also wanted to look at what was being offered to donors as recognition and see if we could find other ways of thanking them besides traditional means, such as plaques. We have worked diligently this year and hope to have a multi-faceted sponsorship prospectus ready to unveil at the beginning of 2019.

During this hiatus from actively seeking sponsorships, we nevertheless received support from our tried-and-true donors. We would like to acknowledge and thank the following sponsors for sticking with us through this transitional period:

On the Vine Marketplace

Saco & Biddeford Savings Institution

Scarborough Dunkin Donuts

Scarborough Lions Club

Scarborough Martin's Point

Town & Country Federal Credit Union



Report from the

SCARBOROUGH PUBLIC LIBRARY*To the Town Manager, Town Council, and Citizens of Scarborough*

Nancy E. Crowell
Library Director

It is a pleasure to highlight the activities and services provided by your Public Library this year. In the past two years' reports I have described our strategic planning process and the priorities set for the next three years. We continued to provide opportunities for feedback through social media and targeted surveys. This report will describe examples of our ongoing progress in addressing the goals in our ambitious workplan and how they support the Library's Mission Statement:

The mission of the Scarborough Public Library is to provide access to a broad and deep collection and high-quality services that promote lifelong learning in a welcoming, community-centered facility.

Provide Access to a broad and deep collection...

Our Library entered into an agreement with four neighboring communities to share borrowing privileges at one another's libraries. The Scarborough Public Library card may now be used at the Thomas Memorial Library in Cape Elizabeth, South Portland Public Libraries, Walker Memorial Library in Westbrook, and Baxter Memorial Library in Gorham. The convenience of having these collections immediately available to our citizens supplements the very popular courier service that transports materials among the 57 members of the Minerva interlibrary loan collaborative.

With eBooks and eAudiobooks, our collections are truly accessible anytime, anywhere. Our "cloudLibrary", bolstered by content from the Maine Infonet Download Library, now offers nearly 17,000 digital titles. In addition to our collection of over 150 print magazines and newspapers, cardholders can now access full digital versions of many popular magazines through our new service called Flipster. And at the time of this publication, we will have added Kanopy to our suite of online services – a video streaming platform that offers the best in classic, independent, documentary film, and quality children's programming. To ensure everyone has access to our electronic resources, we have Nook eReaders and Kindle Fire tablets available for loan.

In addition, as a Partner Agency Library of the Portland Public Library, we can issue free Portland library cards to our patrons, enabling them to access even more digital resources from home.

High-Quality services that promote lifelong learning....

Children's services have been a strength of ours for decades, and we continued to improve our coordination with the schools to promote literacy. Our Youth Services Manager co-facilitated a weekly book discussion at the Wentworth Intermediate School and a member of our Youth Services staff offered weekly early literacy story times at local pre-schools. We provided displays and activities at kindergarten registration, school family literacy night, and the school STEAM Fair. Together, we promoted summertime reading to mitigate the loss of reading skills during the summer, registering 772 children for the summer reading program.

Our teen services were supported by our Teen Advisory Board. They planned and ran our popular Teen Lock-In events when the Library is turned over to teens for games, Karaoke, Jeopardy-like quizzes, and socializing. For the second year in a row, our middle/high school book group, the Bookworms, won first place in the state for their

Library Report Continued:

original video promoting the collaborative summer reading theme. Our robotics league entered a national challenge, and our team of “teen techs” created a virtual Minecraft library world for our monthly intergenerational Minecraft Miners Day.

We continued to support personalized learning for all ages through robust online databases that offered cardholders options to create accounts and track their progress – often earning certificates of learning along the way. Through Lynda.com, members could choose from over 4,000 courses in business, technology, and creative skills taught by industry experts. And Learning Express provided nearly 1,000 online tutorials, practice tests, and eBooks that support learning for the full cycle of life.

We believe it is important to support learning opportunities for all, regardless of a person’s technology skills or format and delivery methods of choice. Our staff offered instruction on our digital resources in a group setting through ongoing workshops and through one-on-one tutorials offered anytime we are open. Our adult services staff also took the class “on the road” with workshops at senior residential facilities and presentations at Senior fairs and luncheons.

Library programs are a popular way for people to learn about a new topic, to gather and meet others, and to share ideas and perspectives. Our library offered 706 original programs last year, an increase of 156 over the previous year, and welcomed 13,220 attendees of all ages.

A welcoming, community-centered facility....

The Library continued to be a sought-after partner and/or location for community programming and forums. Collaborations with the Maine Humanities Council, the Camden Conference, and One Book, One Conversation brought opportunities for civil conversation on local, national, and global topics. We hosted business organizations’ meetings, town forums, and the Scarborough Historical Society monthly meetings. A small sampling of the organizations offering community programs from our space included Habitat for Humanity, Project Linus, and Southern Maine Agency on Aging, Hospice of Southern Maine, Maine Municipal Employees Health Trust, and the American Foundation for Suicide Prevention.

One of our longest standing, most anticipated, and most appreciated partnerships is with AARP. For over 20 years, community members with lower and moderate incomes have been assisted at the Library by AARP tax preparation volunteers. In 2018, two-thirds of those helped were 60 or older with an average income of \$34,000 (the median income in Scarborough was over \$78,000). The program has evolved over time and in recent years, AARP has used our mobile computer lab to process returns more efficiently.

We demonstrated our role as an essential service to support the community during emergency situations. Much of our community and surrounding towns lost power, some for nearly a week, during an extreme wind event in October 2017. The Library had power and opened the entire building extended hours for respite. Power strips, extra tables and seating were set up and a local business provided snacks and water. We heard stories from: business people able to operate their business using our wi-fi, a professor who taught an on-line class from her car in the parking lot, a social worker making a filing deadline, family contacting family, and from many, many grateful visitors who kept warm and comfortable among friendly people sharing a similar experience.

The Library has been proud to demonstrate good stewardship of resources from being early adopters of LED parking lot lights to offering wattage meters for the public to borrow. This year, we took a very visible step through the installation of roof-top solar panels, using a “power-purchase” option with ReVision Energy. We also raised private and grant funding and business sponsorships to install an electric vehicle charging station with solar panels supported by a pergola built by Scarborough Public Works. We held a ribbon-cutting celebration on Earth Day in

Library Report Continued:

April and welcomed local environmental clubs to celebrate with displays of the important work they do on behalf of our community.

We have been pleased to offer services and space to more than 131,000 people this year. There are wizards behind the curtain that you do not see. These are the dedicated staff members, who have made every effort to maximize the space we have by moving furniture, portable computer lab tables, and meeting room media, in and out and up and down, to make this space available as often as possible. We have turned down many requests for wonderful programs and community meetings because we don't have enough space.

We look forward to continuing our conversation with the community in the coming year as we plan for an expansion of the current building. Our experience shows that the community of Scarborough appreciates the value of this Public Library and we look forward to continuing our conversation to plan the very best community resource for our future.

Respectfully Submitted,

*Nancy E. Crowell,
Library Director*



Photography by Town Staff

Report from the

SCARBOROUGH LAND TRUST

To the Town Manager, Town Council, and Citizens of Scarborough

Scarborough Land Trust (SLT) is a private, non-profit, community-based organization that acquires, protects and stewards land for open space, public access, and wildlife habitat. SLT conserves land where natural resources, scenic vistas and historical significance offer unique value to our community.



*Rick Shinay
President*

To the Town Manager, Town Council, and Citizens of Scarborough:

Scarborough Land Trust (SLT) is pleased once again to report to the community on our ongoing work to permanently conserve land in Scarborough for public benefit.

In November 2017, Rich Bard joined the SLT staff as the new Executive Director. Rich came to us from the Machias area where he was the Executive Director of Downeast Coastal Conservancy and a former state wildlife biologist. Sandi Dargi, our Administrative Coordinator, has been working for SLT since May 2014 and is an integral part of keeping this organization running smoothly. Toby Jacobs was the Stewardship Coordinator for most of this period, though he left SLT for another position in the spring.

At our Annual Meeting in April, the membership approved the nomination of Diane Neal as a new board member. Diane is a Scarborough resident and one of the most active volunteers in the organization. This brings the Board of Directors to 14 members. The only change in SLT's officers occurred when Nancy Kelleher succeeded Mark Follansbee as Clerk.

Volunteers continue to make SLT the vibrant and active organization it is. Several times each week during the spring, summer, and fall, volunteer work groups met at one of the properties to build and improve trails, install signage, beautify the property, or remove invasive species. Most obvious among the many projects completed is the 1.25 mile long Monty's Trail, at Pleasant Hill Preserve, which includes 500 feet of boardwalk, designed and built by volunteers.

New street signs went up this year, identifying SLT public access properties for passing motorists. We have also been busy working on improvements at Warren Woods. Better trail marking and signs are just the beginning. Look for more progress at Warren Woods in the coming year. Trail work has continued at our other properties as well, with improvements to prevent erosion and make our trails more durable.

Several new land protection projects are in the works. We look forward to giving more details as soon as we are able.

A team of volunteers has met several times to explore an SLT outdoor educational program. We expect the group to make recommendations at the end of 2018 for implementation in 2019.

The Broadturn Farm Dinner, our very popular annual fundraiser for Broadturn Farm, sold out in less than two hours. The farm, which is owned by SLT is leased to John Bliss and Stacy Brenner. Funds raised from the dinner

Scarborough Land Trust Report Continued:

go directly to our maintenance fund for the farm's buildings and grounds. This year, we dedicated part of the fund to a rebuilt cooler room, gutters and downspouts on the Square Barn, driveway repairs, and electrical improvements.

The Trust was the recipient of a very generous bequest in 2017 that we have used to begin an endowment to provide a source of income into the future. More information about the endowment and a campaign to support it will be coming later in 2018.

SLT values the work of other nonprofits in Scarborough and the region. We work closely with Friends of the Scarborough Marsh, the Scarborough Marsh Audubon Center, Maine Farmland Trust, and land trusts in adjacent towns to promote land conservation and protection of our natural resources.

Our six properties with public trails are open year-round for people of all ages. Directions, trail information, and free maps are available on our website at www.ScarboroughLandTrust.org. At that website, you can also sign up for our monthly email update to get the latest news from SLT.

Respectfully submitted,

*Rick Shinay, President
Scarborough Land Trust*



Photography by Town Staff

Report from the

SCARBOROUGH CONSERVATION COMMISSION

To the Town Manager, Town Council, and Citizens of Scarborough

The Conservation Commission is tasked with increasing awareness of the value of and reducing damages to our natural resources, and working with Town Staff, other committees, and local organizations to encourage sustainable stewardship of Scarborough's natural resources.

This year, the Commission provided review comments to the Planning Board on different conservation and environmental issues related to development applications. We welcome further opportunities to work with the Board on development activities within the Town

After spending about a year interviewing different Town departments, the Commission finalized recommendations to the Town Council and Long Range Planning Committee on how to make the community more resilient to flooding and potential sea level rise. These recommendations were incorporated into the Town's draft Comprehensive Plan. Related to this effort, the Commission also helped coordinate for the Town to complete the Maine Flood Resilience Checklist, which will be done in late October.

Commission members also participated in the summer "Planapalooza" events to help highlight conservation-related issues in Scarborough for the draft Comprehensive Plan.

The Commission also spent time developing a work-plan on important conservation-related issues. Two issues that came up included potentially pursuing a plastic bag fee/ban ordinance and whether the Town should pursue developing a community-based climate action plan. At the June elections, Commission members polled over 450 Scarborough voters on these two issues and found that over 86% of polled voters supported both efforts. The Commission continues to work on these issues.

We would like to thank our dedicated liaison to the Town Council, Councilor Foley, our Planning Department staff liaison Senior Planner Jamel Torres, and Sustainability Coordinator Jami Finch for their continued participation and enthusiasm in helping the Commission.

Respectfully submitted,

Peter Slovinsky, *Chairman*,

Commission Members:

Anton Bodor, Steve Decrosta, Ben Keller, Rachel Hendrickson, and Charles Spanger



