

Town of Scarborough Annual Report



2016

Table of Contents

Town Council	2
EXECUTIVE DIVISION	
Manager's Letter of Transmittal	3
Town Clerk, Elections & Vital Statistics	5
Human Resources & General Assistance	7
Information Systems	10
FINANCE DIVISION	
Finance Department	12
Audit	14
Excise	24
Assessor	25
Purchasing	26
Tax Collector Office (Unpaid Taxes)	28
PLANNING & ECONOMIC GROWTH	
Planning Department	39
Economic Development Corporation	42
PUBLIC SAFETY	
Police Department	46
Harbor Master	51
Shellfish Conservation Committee	52
Animal Control	53
Fire Department/Rescue Unit/EMA	54
Public Works Department	60
EDUCATION & COMMUNITY SERVICE	
School Department	64
Community Services	73
Public Library	81
Scarborough Land Trust	84
Scarborough Conservation Commission	86

WILLIAM DONOVAN
CHAIR

883-9168
9 Harmons Island

JEAN-MARIE CATERINA
VICE-CHAIR

730-4099 Ext 6201
311 Gorham Rd

SHAWN BABINE

274-0805
1 Summerfield Lane

CHRISTOPHER CAIAZZO

883-6482
17 Elmwood Avenue

PETER HAYES

885-5512
5 Indian Hill Lane

WILL ROWAN

740-6162
14 Bonneygrove Drive

KATHERINE ST CLAIR

885-5633
41 Woodfield Drive

THOMAS J. HALL
TOWN MANAGER

730-4030

LETTER OF TRANSMITTAL FROM THE TOWN MANAGER



*Thomas J. Hall
Town Manager*

It is my privilege to present to the citizens of Scarborough the annual report on the operations of the Town of Scarborough for the fiscal year ending June 30, 2016. As you review this report, I hope you will find useful information relating to the health of the Town and specific initiatives of the past year. Below are a number of highlights from my office for your consideration:

- **Budget** – The budget process continued as a collaborative process with the Board of Education. This sustained collaboration 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. The goal is for this “one community” approach to become a standard practice each year. It is our desire to make the budget and the review process transparent to the residents. Part of this effort included a complete change to the budget format, and I acknowledge staff’s efforts in this regards that undoubtedly contributed to our success.
- **Communication**- The Town Council made communication a top goal this year. Similarly the staff conducted a strategic planning process and communication emerged as a top priority as well. This universal focus on communication, both internally and externally, produced some significant accomplishments. All budget information was made available on a common “budget portal” for easy access. The Town initiated a community calendar that lists all sorts of activities in Scarborough, not just a listing of Town meetings. Also, we began publishing a monthly e-newsletter. Finally, we expanded our efforts in the area of social media. Traditionally, several Town departments supported their own Facebook page, but this year we created a Town Facebook page that consolidates this information for the ease of residents.
- **Fiscal Forecast**- The Town adopted or updated a number of financial policies this year. I am very pleased to report that the Town received an upgrade in out bond rating from Standard & Poor’s to a AA rating, which reduces the borrowing costs through lower interest rates. Another important indicator of the Town’s fiscal health is the fact that we continue to accumulate a stronger fund balance, which this year actually exceeded our stated policy objectives. The all-important property tax rate was kept to a modest increase due in part to significant increase in building permit revenue and excise taxes. All trends point in a positive direction, which bodes well for the future. A final point worth noting were the changes made to the Senior Property Tax Relief program that addressed the shortcomings of the state program and provide an essential safety net for our oldest residents on fixed incomes.
- **Land Use Changes**- Although implementation of the Comprehensive Plan was completed several years ago, the Town, continued to consider changes to the Haigis Parkway zone in an effort to improve business opportunities. In particular, food processing and small batch manufacturing were added as a permitted uses. Also, most of the residential districts in the growth areas of Town were modified to allow higher density, multi-family uses.
- **Code Enforcement**- The Town took somewhat the unprecedented action to declare two properties as “dangerous buildings” and was successful to remedying the situations to remove these hazardous conditions. We use this process sparingly, so it is noteworthy when this type of action is taken.

Town Manager's Report Continued:

- **Long Range Facility Planning** - Town staff prepared a Long Range Facility Plan that identifies the Town's facility needs in the future. The point of this exercise is to document these needs and appropriately plan for the future so the costs do not place an undue burden on the tax payers. The final component of this effort is to incorporate the School's needs so this effort will help inform overall capital planning for the Town.
- **Affordable Housing** –The partnership with Habitat for Humanity of Greater Portland for 13 units on previously town-owned land off Broadturn Road progressed ahead of schedule. Additionally, the Town approved a Contract Zone and created an Affordable Housing Tax Increment Financing district to allow for a project at the former Southgate House in partnership with Avesta Housing. It is clear that partnership is the best method of producing affordable housing and I continue to look for other opportunities.
- **Historic Preservation** – Historic preservation continued as an area of focus with the Historical Preservation Implementation Committee continuing its efforts on identifying historic properties and cataloguing cemeteries. The most significant accomplishment was the renovation and relocation of the historic Danish Village Arch from its original location on Route One to Memorial Park.
- **Sustainability**- The Town brought into service the Tri-Gen facility that is designed to meet the electrical, heating and cooling needs of Town Hall. This 150 Kw, natural gas fired engine not only provides an attractive return on the investment (it will pay for itself within five years), it significantly reduces the green-house gas emissions. The Energy Committee studied solid waste programs and practices in Town and made specific recommendations to the Town Council regarding composting of organic waste as a way to reduce costs. As perhaps the most notable commitment to sustainability, the Town Council funded the new position Sustainability Coordinator in the FY17 budget, which I expect will lead to further advancements 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. As there are many ways for residents to be involved in community affairs, I encourage all residents to get involved to make Scarborough a better place to live, work and play. 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



Photography by Town Staff

Report from the

TOWN CLERK

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



Yolande P. Justice
Town Clerk

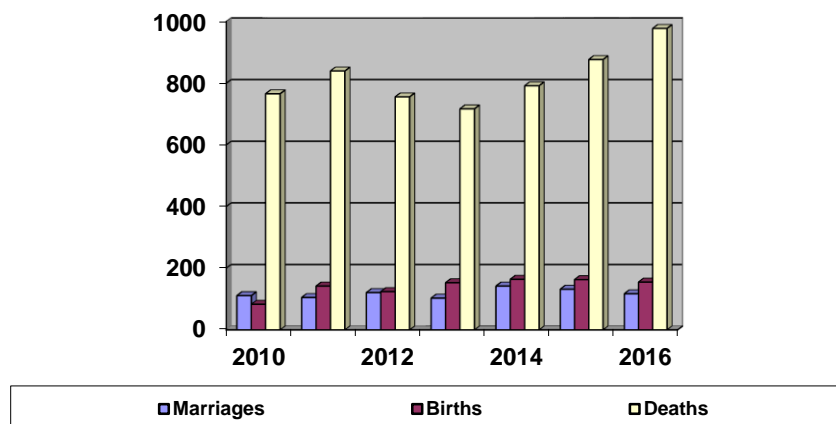
It is with pleasure that I submit my report from the Town Clerk's Office for fiscal year July 1, 2015, through June 30, 2016.

The following Elections were held:

Tuesday, July 7, 2015, the second School Budget Validation Referendum; Tuesday, August 4, 2015 the third School Budget Validation Referendum – budget passed; Tuesday, November 3, 2015, the Municipal Elections were held to elect members to the Town Council, Board of Education, and Trustees to the Sanitary District; as well as the State Referendum Election and a State Primary Election was held on Tuesday, June 14, 2016.

The Town Council holds two regularly scheduled meetings a month, except for July and August when the Council holds one meeting - totaling 22 over the course of a year [of which 1 was postponed due to weather]. In addition, there were a total of 44 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 117 marriages licenses were issued, 976 deaths and 155 births were filed with the Town Clerk's Office.



Town Clerk's Report Continued:

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.



The following items were issued by the Town Clerk's Office during the Fiscal Year - July 1, 2015, through June 30, 2016:

Items Issued by the Town Clerk's Office:

5,962	Approximately Certified Copies
895	Burial Permits
6	Coin-Operator's Licenses
0	Ice Cream Truck Licenses
141	Food Handler's Licenses
20	Innkeepers Licenses
4	Junkyard Permits
1	Mass Gathering Permits
2	Massage Establishment Licenses
11	Massage Therapist/Establishment License
6	Massage Therapist Licenses
3	Mobile Home Park Operator's Licenses
6	Special Amusement Licenses
8	Waste Hauler Permits
139	Garage/Yard Sale Permits

Clam Licenses:

200	Resident Recreational Clam Licenses	20	Non-Resident Recreational Clam Licenses
30	Commercial Resident Clam Licenses		
3	Commercial Non-Resident Clam Licenses		
1	Commercial Non-Resident Student Clam Licenses		
10	Commercial Resident Student Clam Licenses		
1	Commercial Over-60 Resident Clam Licenses		
287	Day Licenses		

Respectfully submitted,
Yolande "Tody" Justice, Town Clerk

Report from the

HUMAN RESOURCES & GENERAL ASSISTANCE OFFICE



*Jaclyn Mandrake
Human Resources/
General Assistance Office*

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

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.

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

- Directed the Town's volunteer program for employees in partnership with Habitat for Humanity of Greater Portland. Habitat crews worked on the infrastructure, and construction staff and volunteers began the new home construction at Carpenter Court, a 13-home



29 and 31 Carpenter Court



37 Carpenter Court

Human Resources Report Continued:

neighborhood in Scarborough. The 20 acre parcel of land is located at 75 Broadturn Road and includes 15 acres of conservation land. To support this effort and promote community engagement, the Human Resources Department developed an employee volunteer policy and coordinated dates, times, and volunteer teams.

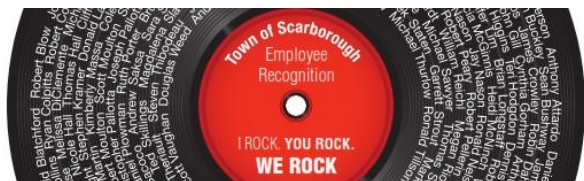
- Participated in the Maine Hire-a-Vet Campaign. The Town received public recognition as the first community to report the full-time employment of a former service member for the 2015 campaign. Derek Staten served in the Navy for eight years before joining the Town's Information Systems team in September of 2015. As an employer participant in the campaign, the Human Resources team participated in a Military Culture 101 training and is committed to considering military education, training and experience as well as traditional degrees and education, as appropriate.
- Coordinated relevant training and professional development opportunities for employees including a project management "lunch & learn" facilitated by the Town's Information Systems Director, customer service and communication trainings, a Municipal Leadership Academy in partnership with South Portland and Southern Maine Community College, diversity and cultural awareness training, a variety of leadership and management series with Priority Learning, Freedom of Information Act training facilitated by Bernstein Shur, and workplace safety training with the Town's own public safety experts.
- Complied with the Affordable Care Act. Although the law was enacted in 2010, many of the obligations and reporting requirements are still changing. Our Human Resources team worked diligently to comply with the new guidelines and reporting requirements.
- 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. Safety programs and effective claims management yielded a \$24,480 dividend from the Maine Municipal Association (MMA) in calendar year 2015. MMA also applied a 9% credit of \$32,446 to the Town's Workers' Compensation in 2015. Additionally, the Town enjoyed a second year of recognition for the achievement of the Safety and Health Award for Public Employees (SHAPE). 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. Upon receiving SHAPE recognition, the Town's worksites are exempt from programmed inspections.
- Coordinated the 2016 Employee Appreciation and Recognition Party with a "Rock n' Roll" theme.



Town at Hire a Vet forefront

As one of the first Maine municipalities to join Hire A Vet – a program that connects military veterans with employers – Scarborough became the first community to report the employment of a former service member back in September when its...

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Human Resources Report Continued:**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.

Assistance is available for basic necessities, as defined by local ordinance and state statutes. Eligible applicants are assisted through payments made to specific vendors. 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 2016, \$9,122.50 was issued to eligible recipients prior to reimbursement.

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, HomeHealth Visiting Nurses, Project Grace, LIHEAP, local churches, Lion's Club, Knights of Columbus, and DHHS.

Additionally, the Town received a letter of acknowledgement and certification that the GA Program passed the DHHS audit and is in compliance with all state statutes and policy.

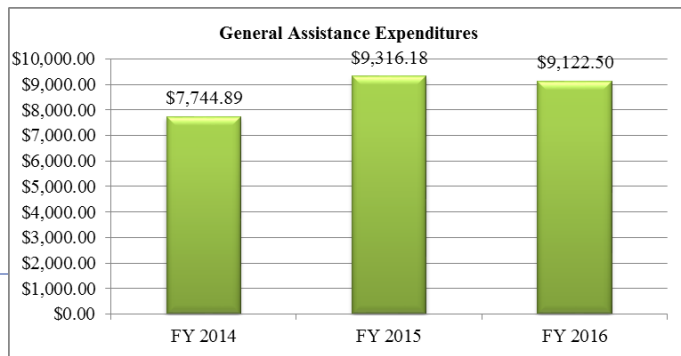
We are grateful to our partnerships with local organizations such as Prime Motor Cars, Fielding's Oil and Propane Co., and Project Grace, who have assisted in providing fuel assistance and additional resources for residents in need.

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.

Thank you for the opportunity to serve the Town

Respectfully submitted,
Jaclyn Mandrake
Director of Human Resources

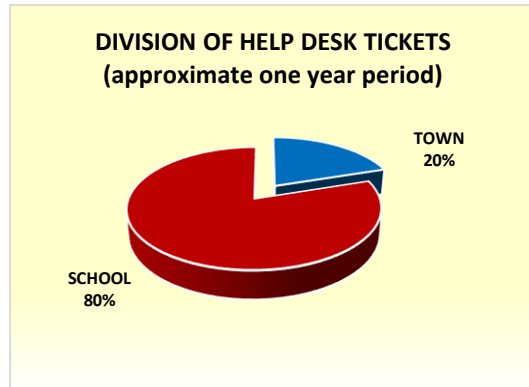
Type	Interviews	Cases	People	Outside Services	Benefit Provided
Housing	144	15	38	0	\$6,530
Emergency Housing	16	0	0	16	\$0
Heating	18	1	1	16	\$0
Electric (non-heating)	28	10	21	18	\$307.50
Propane (non-heating)	6	0	0	0	\$0
Food	18	0	0	18	\$0
Prescriptions	3	0	0	3	\$0
Medical Services	20	0	0	20	\$0
Dental Services	9	0	0	9	\$0
Burials & Cremation	12	3	3	9	\$2,285
Diapers & Baby Supplies	20	0	0	20	\$0
Household & Personal	12	0	0	12	\$0
All Other Needs	14	0	0	14	\$0
	320	28	62	155	\$9,122.50



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

Jennifer Lim
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. Sharing services provides Scarborough with the benefits of creating economies of scale through cross-trained staff, multi-tasked resource distribution, volume purchasing and a communal knowledge base. Staff salaries and benefits are appropriated to either the School District or Town, based on information available from our help-desk ticketing system – the chart to the right represents the approximate division of time and labor. Currently, the IT Department has eight



full-time employees who service 3,100 students and nearly 1,000 active employees throughout 17 locations. Town-wide, our team supports over 6,500 devices including 500 PCs, 200 mobile units, 4,100 laptops and several hundred projectors and 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 deployment of devices, cyclical replacement and upgrading of hardware and software, implementation and maintenance of town-wide A/V systems, developing/coordinating the delivery of technical training and documentation and maintaining the Town and School online presence. The department is also responsible for a volume of special projects as defined by both Town and School departments.

Our progress highlights for the FY 2015-2016 include:

- Successfully deployed 1:1 technology at the high school, including device purchase, configuration, distribution, training and technical integration.
- Redeployed existing high school laptop and desktop devices to other phase levels as needed.
- Completed School district migration from internal drives to Google drive.
- Completed School district migration from Outlook to Gmail.
- Facilitated the implementation of a new Public Works core system, City Works.
- Conducted requirements definition sessions and initial scope for K2 technical refresh.

Information Systems Report Continued:

- Began scoping project for Town migration from Outlook to Gmail or Office 365.
- Completed re-configuration of central server room in Town Hall, including implementing a whole room UPS for Town Hall Server Room
- Migrated 90% of Servers to VMware cluster – improving reliability, performance and ease of backup restoration
- Replaced older Cisco firewall with Sophos Application firewall (Sophos UTM) which allows us to do SPAM filtering, application filtering, web filtering and firewall on one box.
- Completed Old Orchard Beach dispatch migration.
- Scoped solution for improving IMC speeds with OOB.
- Facilitated new online MEA testing
- Completed projector replacement at High School

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 Lim

Technology & Information Services Director



Photography by Town Staff

*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 2015-2016.

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 Department oversees the managing and reporting of the accounting functions of general ledger, budgetary management, purchasing, accounts receivable, accounts payable, and cash disbursements. Other functions of the department also include cash management, investments, tax collection, processing formal bids and vehicle registrations. 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. Additionally, the Finance staff prepares financial statements that report the financial condition of the Town of Scarborough.

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, budgeting, debt management, infrastructure, federal and state reporting and financial reporting.
- **Tax and Revenues:** Includes servicing customers, property tax collecting and processing, special assessment billing and collecting, general and rescue revenue collecting, vehicle registrations, hunting and fishing licenses, beach parking permits, boat launch permits, parking tickets, snowmobile, ATV and watercraft registrations along with various other revenue collection services. Additionally, the Tax Collection's staff is an Agent for the State of Maine. As such, they collect fees on behalf of the State of Maine. The Excise Agent and the Inland Fishery and Wildlife Agent for the Town prepares reports for the State both weekly and monthly.
- **Purchasing:** Includes procuring goods and services, directing, supervising and coordinating the preparation of technical specifications for all purchase and construction related activities of the Town.

Excerpts of the June 30, 2016 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.scarborough.me.us/acct/documents/cafr2015.pdf>.

During the year, the Accounting Department awarded two service contracts. We prepared requests for proposals for the Town's banking services and for audit services. After a careful review, we successfully awarded the two bids. The Town's banking services were awarded to TDBank. Macpage, LLC was awarded the auditing contract.

Finance Department Report Continued:

Finance staff worked diligently in coordination with the Town's Financial Advisor, Joseph Cuetara from Moors and Cabot, Boston, MA in preparing and issuing a \$7,540,000 bond issue. This bond included advance refunding from four prior bond issues resulting in a Present Value Savings of \$279,838 or 7.36% present value on the refunding. 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 outstanding debt with stable outlook to this bond issue and for all of the Town's outstanding debt. S&P upgraded the Town's previous AA rating to AA+. With this rating upgrade, our Financial Advisor suggested that the Town saved approximately \$17,180 to \$25,770 in interest costs on this bond issue. Both bond rating documents can be found at <http://www.scarborough.me.org/departments/finance/accounting/>

The \$ 7,540,000 bond proceeds plus premium will be used to fund:

- \$ 1,642,000 Municipal Projects
- \$ 673,650 Municipal Equipment
- \$ 1,514,350 School Projects
- \$ 3,785,000 Refunding Bonds

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 received the prestigious *Certificate of Achievement for Excellence in Financial Reporting* for the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2015 from the Government Finance Officers Association of the United States and Canada. This is the eleventh consecutive year that the Town of Scarborough has submitted and achieved this outstanding award.

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 staff to help meet this goal;
- Expand electronic green (paperless) services;
- Create and/or update policies and procedure manuals;
- Expand transparency efforts with improved online financial reporting capabilities.

We worked closely with the Town Manager's office to continue to improve upon the new budget format. Additionally, we prepared all of the graph data for the 2017 budget document.

We also began implementation of the new Federal Register Uniform Administrative Requirements for all federal grants awarded to the Town.

Finance Department Report Continued:

Working closely with Human Resource and School Departments, the Finance Department completed and submitted the new requirements associated with the Affordable Care Act.

I would like to thank Town Manager, Tom Hall for all of his guidance and insight. Also, I am grateful for the support from both the Finance Committee and our Town Council.

I am very appreciative and would like to thank all of my staff for their sacrifice, dedication and hard work in all the fascinating sides to the Finance Department, from the back office work to serving you, our customers. We have an amazing team and it is a pleasure to work with each of them to provide quality and friendly customer service to all who come to our offices. 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, 2016**

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, 2016

	Governmental Activities	Component Units Public Library	Economic Development
ASSETS			
Cash and cash equivalents	\$ 18,571,633	52,727	34,653
Investments	8,835,568	616,146	-
Receivables:			
Accounts, net	840,989	-	5,017
Intergovernmental	232,021	-	13,749
Taxes receivable	188,545	-	-
Tax liens	866,101	-	-
Tax acquired property	7,231	-	-
Inventory	67,773	1,459	-
Prepaid items	-	15,372	-
Notes receivable	1,228,365	-	-
Capital assets, not being depreciated	9,580,114	-	-
Capital assets, net	138,062,925	859,270	10,356
Total Assets	178,481,265	1,544,974	63,775
DEFERRED OUTFLOWS OF RESOURCES			
Deferred charge on refunding	2,339,909	-	-
Deferred pension items	3,950,707	-	-
Total deferred outflows of resources	6,290,616	-	-
LIABILITIES			
Accounts payable and other current liabilities	2,920,363	10,058	4,646
Accrued payroll and other related liabilities	4,774,805	46,290	4,344
Unearned revenues	42,210	-	-
Accrued interest	567,360	-	-
Noncurrent liabilities:			
Due within one year	7,347,572	-	-
Due in more than one year	104,026,456	-	-
Total Liabilities	119,678,766	56,348	8,990
DEFERRED INFLOWS OF RESOURCES - PENSION	2,695,388	-	-
NET POSITION			
Net investment in capital assets	59,088,465	859,270	10,356
Restricted for:			
Nonexpendable trust principal	155,178	101,829	-
Expendable trust - income portion	89,528	-	-
Town grants and projects	2,673,563	-	-
Education	2,650,039	-	-
Unrestricted	(2,259,046)	527,527	44,429
Total Net Position	\$ 62,397,727	1,488,626	54,785

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE
Balance Sheet
Governmental Funds
June 30, 2016

	General	Haigis Parkway Assessments	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 16,634,125	-	1,937,508	18,571,633
Investments	751,414	-	8,084,154	8,835,568
Receivables:				
Accounts, net	778,066	-	62,923	840,989
Intergovernmental	170,666	-	61,355	232,021
Taxes receivable	188,545	-	-	188,545
Tax liens	866,101	-	-	866,101
Interfund loans receivable	2,570,631	-	418,290	2,988,921
Tax acquired property	7,231	-	-	7,231
Inventory	31,301	-	36,472	67,773
Notes receivable	-	1,228,365	-	1,228,365
Total assets	\$ 21,998,080	1,228,365	10,600,702	33,827,147
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable and other current liabilities	2,044,181	-	567,290	2,611,471
Accrued payroll and other related liabilities	4,774,805	-	-	4,774,805
Accrued compensated absences	98,807	-	-	98,807
Interfund loans payable	-	2,742,860	246,061	2,988,921
Unearned revenues	42,210	-	-	42,210
Performance bond deposits	-	-	308,892	308,892
Total liabilities	6,960,003	2,742,860	1,122,243	10,825,106
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue-property taxes	863,100	-	-	863,100
Total deferred inflows of resources	863,100	-	-	863,100
Fund balances:				
Nonspendable Permanent Fund Principal			155,178	155,178
Nonspendable Inventory	31,301		36,472	67,773
Restricted for Town	2,742,860	-	2,763,091	5,505,951
Restricted for Education	2,223,786	-	281,039	2,504,825
Committed - General Fund	502,763	-	-	502,763
Committed - Education	-	-	105,116	105,116
Committed - Special Revenues	-	-	4,646,670	4,646,670
Assigned - General Fund	2,140,455	-	-	2,140,455
Assigned - Education	426,253	-	-	426,253
Unassigned Town	6,107,559	(1,514,495)	1,490,893	6,083,957
Total fund balances	14,174,977	(1,514,495)	9,478,459	22,138,941
Total liabilities, deferred inflows of resources and fund balances	\$ 21,998,080	1,228,365	10,600,702	
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.				147,643,039
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.				863,100
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore, are not reported in the funds.				(101,235,488)
Bonds payable, including issuance premiums				2,339,909
Deferred charge on refunding				(199,715)
Capital leases				(567,360)
Accrued interest				(409,134)
Landfill liability				(1,755,415)
Other postemployment benefits liability				(4,185,696)
Net pension liability with related deferred inflows and outflows of resources				(2,234,454)
Accrued compensated absences				
Net position of governmental activities				\$ 62,397,727

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended June 30, 2016

	General	Haigis Parkway Assessments	Other Governmental Funds	Total Governmental Funds
Revenues:				
Taxes	\$ 63,400,993	-	318,478	63,719,471
Licenses and permits	816,628	-	-	816,628
Intergovernmental	9,821,341	-	1,850,592	11,671,933
Interest earned	84,783	28,378	85,380	198,541
Donations	-	-	117,612	117,612
Sale of lots	-	-	7,960	7,960
Assessments and impact fees	-	-	2,449,017	2,449,017
Other	6,021,643	-	1,822,234	7,843,877
Total revenues	80,145,388	28,378	6,651,273	86,825,039
Expenditures:				
Current:				
General government	4,951,353	-	-	4,951,353
Public services	4,690,296	-	-	4,690,296
Public safety	10,125,943	-	-	10,125,943
Public works	6,677,609	-	-	6,677,609
Education	43,983,487	-	2,340,529	46,324,016
County tax	2,493,342	-	-	2,493,342
Debt service	4,923,898	-	-	4,923,898
Capital improvements	1,037,678	-	5,789,462	6,827,140
Other	-	-	2,054,019	2,054,019
Total expenditures	78,883,606	-	10,184,010	89,067,616
Excess (deficiency) of revenues over expenditures	1,261,782	28,378	(3,532,737)	(2,242,577)
Other financing sources (uses):				
Transfers in	876,717	116,815	416,089	1,409,621
Transfers out	(295,839)	(370,000)	(743,782)	(1,409,621)
Refunding bond issued	3,785,000	-	-	3,785,000
Premium received on refunded bonds, net of issuance costs	187,329	-	-	187,329
Premium received on issued bonds, net of issuance costs	33,183	-	51,928	85,111
Payment to refunding bond escrow agent	(3,972,329)	-	-	(3,972,329)
General obligation bonds	596,556	-	3,158,444	3,755,000
Total other financing sources (uses)	1,210,617	(253,185)	2,882,679	3,840,111
Net change in fund balances	2,472,399	(224,807)	(650,058)	1,597,534
Fund balances, beginning of year, as restated	11,702,578	(1,289,688)	10,128,517	20,541,407
Fund balances (deficit), end of year	\$ 14,174,977	(1,514,495)	9,478,459	22,138,941

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE

General Fund

Comparative Balance Sheets

June 30, 2016 and 2015

	2016	2015
ASSETS		
Cash and cash equivalents	\$ 16,634,125	12,015,992
Investments	751,414	1,962,632
Receivables:		
Taxes receivable	188,545	148,389
Tax liens	866,101	808,236
Accounts receivable , net	778,066	1,249,773
Intergovernmental	170,666	48,527
Inventory	31,301	42,532
Interfund loans receivable	2,570,631	3,077,866
Tax acquired property	7,231	7,231
Total assets	\$ 21,998,080	19,361,178
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable and other current liabilities	2,044,181	2,037,776
Accrued payroll and other related liabilities	4,774,805	4,499,022
Accrued compensated absence (current)	98,807	265,895
Unearned revenues	42,210	49,428
Total liabilities	6,960,003	6,852,121
DEFERRED INFLOWS OF RESOURCES		
Unavailable revenue-property taxes	863,100	806,479
Total deferred inflows of resources	\$ 863,100	806,479
Fund balance:		
Nonspendable inventory	31,301	42,532
Restricted - Town	2,742,860	2,898,090
Restricted - Education	2,223,786	540,251
Committed - Town	502,763	519,043
Assigned - Town	2,140,455	2,304,373
Assigned - School	426,253	425,000
Unassigned - Town	6,107,559	4,973,289
Total fund balance	14,174,977	11,702,578
Total liabilities, deferred inflows of resources and fund balance	\$ 21,998,080	19,361,178

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, 2016
(with comparative totals for June 30, 2015)

		2016				
	2015 carryforward	Budget	Total Available	Actual	Variance positive (negative)	2015 Actual
Revenues:						
Taxes:						
Property taxes	\$ -	57,559,888	57,559,888	57,527,365	(32,523)	55,456,493
Change in deferred property tax revenue	-	-	-	(56,621)	(56,621)	165,443
Excise taxes	-	4,927,000	4,927,000	5,626,533	699,533	5,053,559
Cable franchise tax	-	191,317	191,317	190,592	(725)	191,317
Interest and costs on taxes	-	94,236	94,236	113,124	18,888	105,060
Total taxes	-	62,772,441	62,772,441	63,400,993	628,552	60,971,872
Licenses and permits:						
Plumbing fees	-	32,000	32,000	47,605	15,605	28,935
Fees and Permits	-	152,580	152,580	173,976	21,396	169,052
Building permits	-	355,000	355,000	447,687	92,687	400,719
Electrical permits	-	46,000	46,000	66,792	20,792	44,102
Zoning Board of Appeals	-	9,000	9,000	6,325	(2,675)	5,000
License plate fees	-	58,525	58,525	60,322	1,797	58,989
Subdivision fees	-	25,000	25,000	13,921	(11,079)	49,384
Total licenses and permits	-	678,105	678,105	816,628	138,523	756,181
Intergovernmental:						
Education state subsidies	-	4,645,178	4,645,178	4,601,471	(43,707)	4,747,923
FEMA reimbursement	-	-	-	-	-	62,621
Federal HIDTA revenues	-	120,000	120,000	159,132	39,132	116,002
State Revenue Sharing	-	780,920	780,920	838,395	57,475	771,051
Homestead exemption	-	354,367	354,367	354,367	-	346,020
Business equipment tax exemption	-	333,560	333,560	333,868	308	316,079
LRAP (Local Road Assistance Program)	-	321,192	321,192	325,668	4,476	321,192
ecomaine payment in lieu of taxes	-	71,450	71,450	71,450	-	71,450
General assistance reimbursement	-	1,500	1,500	6,386	4,886	4,658
Adult education State subsidies	-	25,000	25,000	21,244	(3,756)	30,954
Medicaid	-	48,500	48,500	16,716	(31,784)	42,551
Other Federal and State revenues - School	-	172,000	172,000	143,394	(28,606)	158,425
Other Federal and State revenues - Town	-	155,964	155,964	184,250	28,286	167,418
Total intergovernmental	-	7,029,631	7,029,631	7,056,341	26,710	7,156,344
Interest earned	-	15,000	15,000	84,783	69,783	390,260
Unclassified:						
School Department miscellaneous	-	319,200	319,200	301,333	(17,867)	290,023
Adult education	-	57,000	57,000	45,727	(11,273)	38,956
Community services	-	1,927,118	1,927,118	1,901,257	(25,861)	1,937,447
Insurance reimbursements	-	33,000	33,000	125,210	92,210	115,260
Public Violations	-	65,950	65,950	65,190	(760)	79,502
Special duty police/fire	-	77,000	77,000	95,601	18,601	89,161
Inspection/review fees	-	74,800	74,800	97,331	22,531	184,560
Rescue donations	-	747,500	747,500	747,500	-	747,500
Rental income	-	50,856	50,856	56,856	6,000	49,514
Sale of Town-owned property	-	120,000	120,000	149,582	29,582	54,304
Salary reimbursement	-	1,280,638	1,280,638	1,331,447	50,809	1,111,439
Vehicle fuel reimbursement	-	518,918	518,918	440,812	(78,106)	556,107
Vehicle maintenance reimbursement	-	520,175	520,175	577,680	57,505	520,646
Lease revenue	-	94,800	94,800	-	(94,800)	-
Miscellaneous	-	62,107	62,107	86,117	24,010	307,468
Total unclassified	-	5,949,062	5,949,062	6,021,643	72,581	6,081,887
Total revenues	-	76,444,239	76,444,239	77,380,388	936,149	75,356,544

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

	2015 carryforward	2016		Actual	Variance positive (negative)	2015 Actual
		Budget	Total available			
Expenditures:						
Current:						
General government:						
Town Council	\$ -	11,573	11,573	11,573	-	11,778
Administration	-	261,605	261,605	266,782	(5,177)	257,553
Town Clerk	-	185,678	185,678	184,492	1,186	171,705
Human resources	4,400	282,300	286,700	278,483	8,217	269,064
Personnel benefits	8,280	231,119	239,399	265,292	(25,893)	268,330
Finance	4,442	358,440	362,882	336,933	25,949	337,934
Purchasing	-	68,628	68,628	65,341	3,287	63,191
Taxation/Treasury	11,000	353,530	364,530	351,061	13,469	320,731
Assessing	4,630	212,312	216,942	206,256	10,686	217,156
Management information systems	15,903	1,163,646	1,179,549	1,127,537	52,012	1,091,837
Planning	2,990	870,035	873,025	875,201	(2,176)	778,433
General government	-	97,288	97,288	111,704	(14,416)	111,499
Legal	-	100,000	100,000	85,177	14,823	182,205
Risk management	-	542,533	542,533	600,393	(57,860)	558,132
Public information	-	3,200	3,200	-	3,200	2,370
Engineering	-	48,000	48,000	93,105	(45,105)	127,898
Outside agencies	-	60,000	60,000	45,376	14,624	59,628
Total general government	51,645	4,849,887	4,901,532	4,904,706	(3,174)	4,829,444
Public services:						
Library	-	1,022,538	1,022,538	1,022,538	-	953,583
Public health and welfare	-	29,156	29,156	26,398	2,758	24,433
Tax Rebates (Credit Enhancement Agree)	-	728,516	728,516	715,000	13,516	704,900
Economic Development Corporation	-	215,180	215,180	214,490	690	224,652
Community services	53,987	2,656,296	2,710,283	2,711,870	(1,587)	2,704,672
Total public services	53,987	4,651,686	4,705,673	4,690,296	15,377	4,612,240
Public safety:						
Fire Department	40,224	2,487,312	2,527,536	2,426,219	101,317	2,401,232
Emergency Management	3,947	38,361	42,308	37,205	5,103	34,722
Emergency Medical Services	10,207	1,720,623	1,730,830	1,937,044	(206,214)	1,667,333
Marine resources	8,057	97,662	105,719	94,173	11,546	91,296
Police Department	77,453	5,621,181	5,698,634	5,631,302	67,332	5,319,525
Total public safety	139,888	9,965,139	10,105,027	10,125,943	(20,916)	9,514,108
Public works:						
Public Works Department	100,975	3,040,744	3,141,719	3,024,849	116,870	2,809,508
Vehicle maintenance	-	1,751,151	1,751,151	1,701,268	49,883	1,769,195
Water charges	-	214,069	214,069	209,770	4,299	203,612
Street lighting	-	169,000	169,000	183,816	(14,816)	183,719
Traffic signals	-	108,185	108,185	105,239	2,946	94,332
Cemetery care	-	18,700	18,700	17,128	1,572	20,907
Memorials	-	8,007	8,007	8,046	(39)	7,994
Shade trees	-	7,000	7,000	3,675	3,325	3,245
GIS/Engineering services	-	108,527	108,527	110,875	(2,348)	86,001
Solid waste program	-	1,292,676	1,292,676	1,312,943	(20,267)	1,327,926
Total public works	100,975	6,718,059	6,819,034	6,677,609	141,425	6,506,439
Education:						
Adult education	-	181,552	181,552	178,868	2,684	164,920
Regular instruction	-	25,668,647	25,668,647	25,050,826	617,821	24,598,533
Improvement of instruction	-	942,848	942,848	852,059	90,789	884,752
Special services	-	3,616,551	3,616,551	3,542,388	74,163	3,292,229
General & special administration	-	217,082	217,082	220,590	(3,508)	209,422
Board of education	-	34,323	34,323	31,370	2,953	31,682
Office of the superintendent	-	642,027	642,027	653,975	(11,948)	651,128
Business administration	-	1,916,611	1,916,611	1,896,014	20,597	1,868,638
Transportation	-	1,622,571	1,622,571	1,466,792	155,779	1,586,199
Operation and maintenance of plant	-	3,739,659	3,739,659	3,585,282	154,377	3,602,868
Debt service	-	5,118,437	5,118,437	3,740,323	1,378,114	4,605,947
Total education	-	43,700,308	43,700,308	41,218,487	2,481,821	41,496,318

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

	2016				Variance positive (negative)	2015 Actual
	2015 carryforward	Budget	Total available	Actual		
Expenditures, continued:						
Current, continued:						
County tax	\$ -	2,493,342	2,493,342	2,493,342	-	2,355,415
Debt service (excluding education):						
Principal	-	3,556,499	3,556,499	3,556,499	-	3,279,484
Interest and other costs	-	1,350,000	1,350,000	1,367,399	(17,399)	1,326,016
Total debt service	-	4,906,499	4,906,499	4,923,898	(17,399)	4,605,500
Capital improvements	330,915	892,030	1,222,945	1,037,678	185,267	1,192,358
Total expenditures	677,410	78,176,950	78,854,360	76,071,959	2,782,401	75,111,822
Excess (deficiency) of revenues over expenditures	(677,410)	(1,732,711)	(2,410,121)	1,308,429	3,718,550	244,722
Other financing sources (uses):						
Transfers in	-	981,264	981,264	876,717	(104,547)	594,836
Transfers out	-	(248,696)	(248,696)	(295,839)	(47,143)	(320,823)
General obligation bonds	-	693,000	693,000	596,556	(96,444)	1,501,880
Refunding bond issued	-	-	-	3,785,000	3,785,000	-
Premium received on refunded bonds, net of issuance costs	-	-	-	187,329	187,329	-
Premium received on issued bonds, net of issuance costs	-	-	-	33,183	33,183	-
Payment to refunding bond escrow agent	-	-	-	(3,972,329)	(3,972,329)	-
Overlay	-	(496,074)	(496,074)	-	496,074	(6,765)
Total other financing sources (uses)	-	929,494	929,494	1,210,617	281,123	1,769,128
Net change in fund balances - budgetary basis	(677,410)	(803,217)	(1,480,627)	2,519,046	3,999,673	2,013,850
Utilization of prior year surplus and carrying balances	677,410	803,217	1,480,627	-	(1,480,627)	-
Total Utilization of Fund Balance and Carry forwards	-	-	-	2,519,046	2,519,046	2,013,850
Reconciliation to GAAP basis:						
Current portion of accrued compensated absences				(46,647)		80,240
Fund balances, beginning of year				11,702,578		9,608,488
Fund balances, end of year				14,174,977		11,702,578

TOWN OF SCARBOROUGH, MAINE
Statement of Changes in Long-term Debt
For the year ended June 30, 2016

	Interest rate	Final maturity date		Annual principal payments	Balance beginning of year	Current Year		Balance end of year		
						Issued	Retired			
General Obligation Bonds										
1995 Capital Improvements	5.00%	2016	\$	265,000 to 2016	265,000		265,000	-		
1997 Capital Improvements	5.60%	2017		110,000 to 2017	220,000		110,000	110,000		
2005 Capital Improvements	4.00%			250,000 in 2016	250,000		250,000	-		
2006 Capital Improvements	4.00%	2016		505,000 in 2016						
	4.00%			185,000 in 2017						
	4.00%			190,000 in 2018						
	4.00%			195,000 in 2019						
	4.05%			210,000 in 2020						
	4.10%			220,000 in 2021	1,505,000	-	505,000			
	Partial Refunded						815,000	185,000		
	2007 Capital Improvements		4.00%	2023		225,000 to 2017				
			4.00%			25,000 to 2022	575,000	-	225,000	
Partial Refunded							125,000	225,000		
2008 Capital Improvements	3.25%	2028		570,000 to 2017						
	3.35%			575,000 in 2018						
	Varies			185,000 to 2028	3,565,000	-	570,000			
2009 Capital Improvements	Partial Refunded						1,850,000	1,145,000		
	2.25%	2029		315,000 in 2016						
	Varies			310,000 to 2019						
	3.00%			110,000 in 2020						
	Varies			100,000 to 2029	2,255,000	-	315,000			
	Partial Refunded						1,010,000	930,000		
2009 Bond Refunding	3.00%		2020		185,000 to 2019					
	3.00%			115,000 in 2020	855,000	-	185,000	670,000		
2010 Capital Improvements	2.50%	2031		470,000 in 2016						
	Varies			345,000 to 2021						
	Varies			280,000 to 2026						
2011 Capital Improvements	4.00%	2031		100,000 to 2031	4,095,000	-	470,000	3,625,000		
	2.00%			525,000 in 2016						
	2.00%			360,000 to 2018						
	Varies			355,000 to 2021						
	Varies			115,000 to 2026						
2012 Capital Improvements	Varies	2042		110,000 to 2031	3,435,000	-	525,000	2,910,000		
	3.00%			1,065,000 in 2016						
	4.00%			1,690,000 in 2017						
	4.00%			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	44,380,000	-	1,065,000	43,315,000			

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
<u>General Obligation Bonds</u>								
2013 Capital Improvements	2.00%	2043	\$	575,000 in 2016				
	3.00%			1,145,000 in 2017				
	3.00%			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	25,000,000	-	575,000	24,425,000			
2014 Capital Improvements	2.00%	2034		760,000 to 2017				
	2.00%		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	6,015,000	-	760,000	5,255,000	
2015 Capital Improvements	2.00%	2035		500,000 in 2016				
	3.00%		495,000 in 2017					
	4.00%		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					
2015 Capital Improvements	3.00%	2036		150,000 in 2035	6,085,000		500,000	5,585,000
	2.00%		665,000 in 2017					
	3.00%		860,000 in 2018					
	4.00%		1,035,000 in 2019					
	4.00%		785,000 in 2020					
	4.00%		780,000 in 2021					
	2.00%		465,000 in 2022					
	2.75%		435,000 in 2023					
	4.00%		430,000 in 2024					
	4.00%		395,000 to 2026					
	2.00%		340,000 in 2027					
	2.13%		335,000 in 2028					
	2.25%		165,000 in 2029					
	3.00%		65,000 to 2036		7,540,000		7,540,000	
	Total bonds					98,500,000	7,540,000	10,120,000
Total long-term debt			\$	98,500,000	7,540,000	10,120,000	95,920,000	

*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>2016</u>	<u>2015</u>	<u>2014</u>
EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:
Total Vehicle Excise..... \$5,596,388.92	Total Vehicle Excise..... \$5,026,361.73	Total Vehicle Excise..... \$4,620,312.48
Boat Excise..... \$29,260.65	Boat Excise..... \$28,594.50	Boat Excise..... \$30,805.90
TOWN FEES COLLECTED:	TOWN FEES COLLECTED:	TOWN FEES COLLECTED:
Automobile..... \$58,362.00	Automobile..... \$56,865.00	Automobile..... \$57,253.00
Boat..... \$1,193.00	Boat..... \$1,199.00	Boat..... \$1,167.00
Snowmobile..... \$459.00	Snowmobile..... \$617.00	Snowmobile..... \$604.00
ATV's..... \$317.00	ATV's..... \$337.00	ATV's..... \$360.00
Total Revenues..... <u>\$5,685,980.57</u>	Total Revenues..... <u>\$5,113,974.23</u>	Total Revenues..... <u>\$4,710,502.38</u>



Photography by Sean Bushway

Report from the

TOWN ASSESSOR

To the Town Manager, Town Council, and Citizens of Scarborough: property tax.

This year, the tax rate was set at \$15.49 per thousand dollars of value based on a taxable valuation of \$3,745,548,100 for real and personal property as of April 1, 2015. This is an increase in taxable valuation of \$45,059,900 from 2014 or 1.19%. The 2015 total tax levy was \$58,706,467 increasing the tax rate by 39 cents from 2014.

The total number of taxpayers who qualified for the State of Maine Homestead Exemption in Fiscal Year 2015 was 4,566 saving each \$154.90 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 \$92.94. In order to qualify for these exemptions taxpayers must submit application to the Assessor's Office by April 1st. The 2015 Tax Year was the ninth year of the Town's tax reimbursement program. This year 105 applications were approved for a total refund of \$32,840. In order to qualify for the Town's reimbursement you need to be 62 years of age, a ten year resident of Scarborough, and have applied for and received reimbursement from the State program for property tax relief. 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.



Matthew E. Sturgis
Town Assessor

My Administrative Assistant Lena Reichardt, Assistant Assessor Sue Russo, and I, are available to all citizens for any questions you may have concerning your valuation and property tax.

Respectfully submitted

Matthew E Sturgis, CMA, Town Assessor



Photography by Karen Martin

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 2016, Purchasing initiated and secured bids for 20 projects as follows:

- Mowing and Grounds Maintenance for the Elementary Schools and Public Library
- Two 4x4 1-Ton Truck Chassis for Fire Department
- 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
- 3 year lease for electric car Nissan Leaf Version SV for the Planning Department
- Four 2016 Ford Interceptors for Police Department
- Ammunition Bid for Police Department
- Hydraulic Extrication Tools for Fire Department
- Equipment Rental and Construction Services for Public Works
- Contract for centralized composting drop off kiosks
- Maintenance Services for 105kW Natural Gas Tri-Generation Energy Facility for Community Service Dept
- Vehicle Fuel contract for Public Works
- Holmes Rd Land Widening at Payne Rd
- Oak Hill Intersection Improvements
- Demolition Quote for Planning Department
- Emergency Medical Billing for Fire Department
- Banking Services for Finance Department
- Audit Services for Finance Department

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

- Beach tractor for Public Works
- Loader/Backhoe for Public Works
- Plow truck and gear for Public Works
- Truck and box van for Public Works and School Department
- Field Paint Machine for Community Service Department

In addition to locking in our vehicle fuel and heating oil contracts, we also gathered and recorded energy data for our Tri-Gen facility, which was completed and running in November 2015. This facility is producing cooling and heating for the entire municipal building and the extra power is going to the power grid and credited to several other large Town owned buildings.

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/>

Purchasing Report Continued:

The Vendor Self-Service is a way for businesses to track the value of goods and services the town has purchased from them and to see what invoices have been paid. Purchasing is actively working to spread the word to more vendors so this service can be utilized to its full potential.

Continuing with the implementation of an electronic bidding system to allow prospective bidders to view and respond to the Town of Scarborough's various requests for proposals.

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,
Ruth D. Porter, Finance Director



Photography by Karen Martin

Report from the

TAX COLLECTION OFFICE/ MUNICIPAL BEACH REPORT

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

The following is the annual report from the Scarborough Tax Collection Office and the Municipal Beach Report for the Fiscal Year July 1, 2014, through June 30, 2015. The 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. The following pages show the uncollected real estate and personal property taxes for this same period.

Respectfully submitted,

Lisa Saulle, Deputy Tax Collector / Treasurer



*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.

FISCAL 2016 SEASONAL AND DAILY BEACH PASSES		
	Beaches	
July 2015	\$95,718.10	
August 2015	\$93,803.80	
September 2015	\$21,153.00	
Jan / May 2016	\$43,080.00	
June 2016	\$91,319.80	
Totals:	<u>\$345,074.70</u>	
	Boat Launch Fees	<u>\$9,185.00</u>
	Concession Stand	<u>\$5,600.00</u>
Grand Total July 1, 2014 through June 30, 2015		\$304,649.28
Grand Total July 1, 2013, through June 30, 2014		\$334,069.25
Grand Total July 1, 2012, through June 30, 2013		\$304,977.90

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.



UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2016
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2005

West, Christina	T003-029	29 Matthews Way	\$112.89
Whitten, Donald	U025-016A	11 Bradford Lane	\$1,603.06

2006

West, Christina	T003-029	29 Matthews Way	\$120.81
Whitten, Donald	U025-016A	11 Bradford Lane	\$3,748.56

2007

Whitten, Donald	U025-016A	11 Bradford Ln	\$3,859.42
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2008

Whitten, Donald	U025-016A	11 Bradford Ln	\$3,976.07
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2009

Whitten, Donald	U025-016A	11 Bradford Ln	\$3,940.04
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2010

Grant, Glenn D	R029-007A	48 Grant Rd	\$2,888.24
Whitten, Donald	U025-016A	11 Bradford Ln	\$4,101.92

2011

Ellis, Wayne	T003-004	4 David Dr	\$82.43
Grant, Glenn D	R029-007A	48 Grant Rd	\$2,977.65
Whitten, Donald	U025-016A	11 Bradford Ln	\$4,229.41

2012

Beaulieu, Brian J	R018-002F	Red Brook Ln	\$164.53
Brown, Henry P.	R022-030A	75 Beech Ridge Rd	\$4,158.31
Dow, Mary L & Willard C.	R031-023A	27 Holmes Rd	\$1,293.75
Ellis, Wayne	T003-004	David Dr	\$85.03
Grant, Glenn	R029-007A	8 Grant Rd	\$3,151.03
Record, George	T003-020	0 Crystal Ln	\$158.25

2013

Brown, Henry P	R022030A	175 Beech Ridge Rd	\$4,529.92
Dow, Willard C	R031023A	127 Holmes Rd	\$1,394.63
Ellis, Wayne	T003004	4 David Dr	\$100.23
Grant, Glenn D	R029007A	48 Grant Rd	\$3,383.56
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	\$1,464.43

2014

Alexander, Donna	T003017	17 Crystal Ln	\$146.71
Allen, Melissa C	U025032	23 Ocean View Rd	\$3,420.12
Bayley, Calvin O	R024032	203 Broadturn Rd	\$4,453.09
Bedell, Stephen G	R007010	Nonesuch Riv	\$1,664.68
Bongiovanni, Robert	T003013	13 Crystal Ln	\$78.13
Bowser, Neil R	R001009A	10 Burnham Rd	\$2,101.93
Brown, Henry P	R022030A	175 Beech Ridge Rd	\$4,629.42

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2016

2014 Continued

Cange, Suzanne M	U024001B	272 Pine Point Rd	\$5,194.28
Clapp, Cindy	T003015	15 Crystal Ln	\$144.86
Cloutier, John	R099023A	100 Spurwink Rd	\$6,768.71
Colpritt, Daniel D	R053002A	343 Payne Rd	\$3,235.99
Countryside Butchers	R015054	89 County Rd	\$5,484.51
Davis, Robert & Barbara	T003010	10 David Dr	\$121.24
Dill, Randall G Sr	R018029	359 Gorham Rd	\$860.79
Donahue, Patrick W	R027015B	6 Donahue Ln	\$2,981.28
Douglas, Paul W	R012005	Beech Ridge Rd	\$1,021.80
Dow, Willard C	R031023A	127 Holmes Rd	\$1,380.24
Donahue, Patrick W	R027015B	6 Donahue Ln	\$2,981.28
Douglas, Paul W	R012005	Beech Ridge Rd	\$1,021.80
Dow, Willard C	R031023A	127 Holmes Rd	\$1,380.24
Dragoni, Ann K	U0402102	102 Fountain Way	\$3,577.71
Duggan, Brenda L	U047052	24 Sunset Rd	\$1,721.38
Dunstan Properties Llc	U030017	703 Us Route 1	\$3,253.15
Dunstan Properties Llc	U030016	707 Us Route 1	\$3,175.13
Eaton, Janis Gorham	R078015	120 Pleasant Hill Rd	\$3,143.93
Ellis, Wayne	T003004	4 David Dr	\$101.17
Forest, Ronald	R039025	354 Payne Rd	\$3,988.09
Gilman Real Estate Mgmt	U039049	341 Us Route 1	\$4,949.29
Grant, Glenn D	R029007A	48 Grant Rd	\$3,457.57
Hayes, Michael P	U0461204	4 Clearview Dr	\$2,721.06
Huntington, Steven E	R048006C	6 Sargent Rd	\$5,954.18
Johnson, Evelyn P	R060133	12 Juneberry Ln	\$2,402.73
Kebiwil Llc	R078070A	137 Pleasant Hill Rd	\$5,890.21
Kitchen, Steve	T003029	29 Matthews Way	\$157.35
Lyon, John K	U024051	269 Pine Point Rd	\$1,395.38
Mack, Louis Co Inc	R036010	122 Running Hill Rd	\$3,480.97
Mack, Louis Co Inc	R036010A	118 Running Hill Rd	\$2,496.37
Maietta Enterprises Inc	R078048	158 Pleasant Hill Rd	\$18,654.18
Maietta Enterprises Inc	R078050A	150 Pleasant Hill Rd	\$3,048.74
Marquis, Julie	U042015	27 Imperial Ln	\$2,958.24
Mccormick, Kevin	U048060	2 Park Ave	\$2,870.86
Mcnally, Matthew A	U016058	9 Thomas Dr	\$5,198.96
Milliken, Iola M	R023014B	22 Mitchell Hill Rd	\$3,518.42
Obrien, Lois	U025002	212 Pine Point Rd	\$400.47
Old Mamaroneck Realty Llc	U002039	26 Morning St	\$242.02
Pendergast, James	U021050	9 Pillsbury Dr	\$16,671.46
Record, Karen	T003020	20 Crystal Ln	\$308.70
Scott, Kathleen F	U013009	53 Clay Pits Rd	\$2,646.16
Skillings, Terry & Doris	U002169	55 Greenwood Ave	\$6,779.63
Star Homes Inc	U043028D	14 Ward St	\$1,400.98
Tassie, Karen A	U0111215	30 Horseshoe Dr	\$3,513.94
Temm, Ralph E Heirs	R053003	Payne Rd	\$288.24

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2016

2014 Continued

Thayer Development Llc	R023001A	138 Beech Ridge Rd	\$2,781.92
Thayer Development Llc	R023001B	6 Provident Dr	\$218.20
Thrall, William Jr	R083024	128 Winnocks Neck Rd	\$1,377.56
Tibbetts, Richard E	R055020	63 Mussey Rd	\$3,260.96
Tlac Motors	R0633005	3 Southgate Rd Unit 5	\$2,714.83
Turner, Gregory P & Deborah R	U026057B	5 Turners Way	\$5,014.83
Warren Development	R031004	Holmes Rd	\$1,761.43
Wentworth, Patricia G	U006066	154 Highland Ave	\$3,864.82
Williams, Stephanie	R041017	41 Beech Ridge Rd	\$2,132.79
Wright, Hayward & Dorothy	U043075	11 Black Point Rd	\$2,321.60

2015

3 Acquaintances Llc	R087003	353 Pine Point Rd	\$6,306.04
56 West 9th Street Llc	U018013	3 Harmon St	\$373.70
90a Payne Road Llc	R052004A	289 Payne Rd	\$1,767.04
94 Broadturn Road Associates Llc	R045003A	92 Broadturn Rd	\$4,506.57
Allen, Melissa C	U025032	23 Ocean View Rd	\$3,506.33
Ames, Joan E	T003019	19 Crystal Ln	\$383.97
Bayley, Calvin O	R024032	203 Broadturn Rd	\$4,565.79
Bedell, Stephen G	R007010	Nonesuch Riv	\$1,705.88
Black, Andrew K	U017026	16 Garrison Ln	\$49.18
Block, Ann K	U004136	22 Powderhorn Dr	\$1,628.88
Boardman, Timothy J	R003011	8 Blueberry Ln	\$85.80
Bongiovanni, Robert	T003013	13 Crystal Ln	\$331.14
Boutet, Linwood & Cecile	U023078	106 East Grand Ave	\$25,064.69
Bowser, Neil R	R001009A	10 Burnham Rd	\$4,180.08
Breglio, Paul	U009016	13 Cedar Cir	\$2,271.94
Broadway Equity Associates Llc	R097004	202 Spurwink Rd	\$3,728.78
Brown, Linda L	U029009	4 Queens Dr	\$2,742.42
Brown, Henry P	R022030A	175 Beech Ridge Rd	\$4,906.67
Brown, Mitchell James	R098023D	16 Ivory Hill Ln	\$3,136.58
Butts, Harold	R028025	143 Broadturn Rd	\$460.71
Camerano, Peter & Linda	U022118E	19 East Grand Ave #15	\$827.68
Cange, Suzanne M	U024001B	272 Pine Point Rd	\$5,325.97
Carrigan, Timothy J	U026020	20 Jasper St	\$3,290.27
Chamberlain Construction Inc	U0301051	20 Colonel Dow Dr	\$3,567.74
Chamberlain Construction Inc	U0301046	10 Colonel Dow Dr	\$1,176.15
Chamberlain Construction Inc	U0301033	15 Lary Falls Dr	\$1,757.10
Chamberlain Construction Inc	U0301031	9 Lary Falls Dr	\$1,585.86
Chamberlain Construction Inc	U0301030	7 Lary Falls Dr	\$1,541.04
Chamberlain Construction Inc	U0301029	5 Lary Falls Dr	\$1,445.02
Chamberlain Construction Inc	U0301028	3 Lary Falls Dr	\$1,445.02
Chamberlain Construction Inc	U0301027	1 Lary Falls Dr	\$1,493.03
Chamberlain Construction Inc	U0301026	2 Lary Falls Dr	\$1,630.67
Chamberlain Construction Inc	U0301024	6 Lary Falls Dr	\$1,493.03
Chamberlain Construction Inc	U0301023	8 Lary Falls Dr	\$1,493.03
Chamberlain Construction Inc	U0301022	10 Lary Falls Dr	\$1,445.02
Chamberlain Construction Inc	U0301021	12 Lary Falls Dr	\$1,673.88
Churchill, Mildred A	U025031	27 Ocean View Rd	\$2,848.57
Cityside Inc	R039015	40 Holmes Rd	\$8,703.94
Clark, Randall P	R010011D	1 Elk Crest Ln	\$1,193.76
Clough, Geraldine F	R050002	42 Two Rod Rd	\$3,214.36

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2016

2015 Continued

Cloutier, John	R099023A	100 Spurwink Rd	\$6,940.77
Colpritt, Daniel D	R053002A	343 Payne Rd	\$3,317.48
Conley, James & Victoria	U048010	74 Maple Ave	\$954.63
Cormier, Keri A	R044007	130 Broadturn Rd	\$988.39
Countryside Butchers	R015054	89 County Rd	\$5,623.64
Cowie, Jack B Jr Heirs Of	U008007	12 Tall Pines Rd	\$4,639.41
Cummings, Robert A	R088005	24 Snow Canning Rd	\$150.90
Curtis, Violet A	U008077	23 Partridge Ln	\$2,295.60
Czachor, Jonathan Stephen	R0192113	10 Tamarack Ln	\$789.58
Davis, Robert & Barbara	T003010	10 David Dr	\$263.93
Deering, Emmy O	U013004A	40 Clay Pits Rd	\$1,740.28
Deering, Gary M	U013004	42 Clay Pits Rd	\$1,940.46
Dickinson, John B	R039015A	38 Holmes Rd	\$3,141.40
Dickinson, John B	R039010	4 Holmes Rd	\$2,367.81
Dickinson, John B	R022019A	174 Beech Ridge Rd	\$7,841.69
Dill, Randall G Sr	R018029	359 Gorham Rd	\$1,995.56
Dimick, Robert E & Joyce A	U001013	Greenwood Ave	\$580.80
Dolphin Development Llc	U045004A	Little Dolphin Dr	\$2,501.52
Dolphin Development Llc	U045001	Little Dolphin Dr	\$2,464.44
Donahue, Patrick W	R027015B	6 Donahue Ln	\$5,658.86
Douglas, Paul W	R012005	Beech Ridge Rd	\$1,046.52
Dow, Willard C	R031023A	127 Holmes Rd	\$1,459.42
Doyle, Shannon L	U048040	12 Hunnewell Rd	\$587.61
Dragoni, Ann K	U0402102	102 Fountain Way	\$3,667.96
Duggan, Brenda L	U047052	24 Sunset Rd	\$3,074.23
Dunstan Properties Llc	U030017	703 Us Route 1	\$3,335.09
Dunstan Properties Llc	U030016	707 Us Route 1	\$3,255.07
Dutton, Timothy E	U002180	58 Ocean Ave	\$74.07
Ec Builders Llc	R024004	247 Broadturn Rd	\$688.61
Edgerley, Robert E & Nadra	R023203	9 Grapevine Ln	\$112.79
Ellis, Wayne	T003004	4 David Dr	\$102.29
Foley, Charles T & Joan P	U031052	24 Broadturn Rd	\$1,998.76
Forest, Ronald	R039025	354 Payne Rd	\$4,088.87
Forest, Ronald	R038003	358 Payne Rd	\$2,525.29
Genes Farm Llc	R079005	109 Highland Ave	\$48.08
Gilliam, Jeffrey	T003018	18 Crystal Ln	\$138.45
Gilman Real Estate Mgmt	U039049	341 Us Route 1	\$5,074.72
Ginn, Clifford M	R102010A	62 Marion Jordan Rd	\$55,299.83
Grant, Glenn D	R029007A	48 Grant Rd	\$3,544.73
Gray, Christopher R.	U026047	243 Pine Point Rd	\$323.49
Grondin, Frank D	R024113	10 Carter Brook Dr	\$1,822.71
Grondin, Philip H	R024011	Holmes Rd	\$119.89
Grondin, Philip H & Frank D	R009006A	Broadturn Rd	\$313.55
Grover, Charles I	R027010	72 Ash Swamp Rd	\$1,853.13
Haggerty, Karen M	U004102	15 Ole Ironside Ln	\$2,148.88
Hall, Colleen L	U014020	5 Stone Rd	\$3,787.43
Hayes, Michael P	U0461204	4 Clearview Dr	\$2,789.34
Hillock, William Corp	R015062	Saco St	\$243.12
Huntington, Steven E	R048006C	6 Sargent Rd	\$6,105.37
Johnson, Evelyn P	R060133	12 Juneberry Ln	\$4,937.08
Jplc Enterprises	R037043	486 Payne Rd	\$953.11
Kebiwil Llc	R078070A	137 Pleasant Hill Rd	\$6,292.60
Kitchen, Steve	T003029	29 Matthews Way	\$159.91
Lacroix, Camil	U022096C	3 Dunefield Ln	\$2,121.90
Leealex Llc	R003006A	389 County Rd	\$2,385.55
Legere, Raymond P & Jane H	R032001A	140 Two Rod Rd	\$989.10

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2016
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2015 Continued

Leighton Farms Llc	R0571B01	2 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B17	15 Owens Way	\$1,267.37
Leighton Farms Llc	R0571B13	26 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B23	1 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B21	5 Owens Way	\$1,566.66
Leighton Farms Llc	R0571B20	7 Owens Way	\$1,566.66
Leighton Farms Llc	R0571B18	11 Owens Way	\$1,267.37
Leighton Farms Llc	R0571B14	25 Owens Way	\$1,566.66
Leighton Farms Llc	R0571B10	20 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B08	16 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B07	14 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B06	12 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B05	10 Owens Way	\$1,425.82
Leighton Farms Llc	R0571B04	8 Owens Way	\$1,365.00
Leighton Farms Llc	R0571B02	4 Owens Way	\$1,425.82
Leighton Farms Llc	R057001B	47 Elmwood Ave	\$105.49
Lh Housing Llc	U042004	8 Imperial Ln	\$29.86
Lh Housing Llc	R068004	142 Old Blue Point Rd	\$31.26
Libby, Jeffrey F	R035002A	111 Running Hill Rd	\$2,833.64
Luja, Bennett E Jr	R0542970	14 Jameco Mill Rd	\$2,904.65
Lyon, John K	U024051	269 Pine Point Rd	\$3,517.53
Mack, Louis Co Inc	R036010A	118 Running Hill Rd	\$2,558.90
Mack, Louis Co Inc	R036010	122 Running Hill Rd	\$3,568.75
Maietta Enterprises Inc	R078050A	150 Pleasant Hill Rd	\$3,125.43
Maietta Enterprises Inc	R078048	158 Pleasant Hill Rd	\$19,130.96
Maine South Llc	R056603	75 Postal Service Way	\$9,674.26
Marquis, Julie	U042015	27 Imperial Ln	\$3,032.61
Marsh, Elizabeth	U020008	532 Black Point Rd	\$13,307.19
Martell, Christopher Michael	R009650	23 Fengler Rd	\$8,724.15
Martell, Christopher M	R009007A	4 Martell Way	\$81.58
Mccormick, Kevin	U048060	2 Park Ave	\$2,942.99
Mcdougall, Joan B	R102024	41 Kirkwood Rd	\$10,073.37
Mcnally, Matthew A	U016058	9 Thomas Dr	\$5,330.78
Mikuzis, Tadas	R066005	51 Old Blue Point Rd	\$1,062.55
Milliken, Iola M	R023014B	22 Mitchell Hill Rd	\$3,607.15
Mitchell, Bryce & Martina	R067016	7 Milliken Mills Rd	\$1,107.80
Mitschele, Peter M	R0241309	8 Timber Sands Dr	\$1,497.84
Montgomery, John	T003008	8 David Dr	\$124.64
Morgan, Daniel	R097010	7 Sawyer St	\$5,543.62
Moulton, Edward C Etal	R089002	12 Black Rock Rd	\$6,663.13
Nappi, Joseph S	R032006	162 Two Rod Rd	\$3,158.13
Ncpc Llc	R055008	7 Border Rd	\$223.08
New Beach Llc	U022003	360 Pine Point Rd	\$159.38
Nexgen Hospitality Inc	U040008	329 Us Route 1	\$330.88
O'Brien, Joseph T	R078032	15 Pond View Dr	\$3,828.00
O'Brien, Lois	U025002	212 Pine Point Rd	\$4,114.48
O'Brien, Todd M	U017063	8 Pinewood Cir	\$65.97
Old Mamaroneck Realty Llc	U002039	26 Morning St	\$16,603.94
Pallotta, Joseph R	R026008A	123 Ash Swamp Rd	\$733.54
Parrott, Gwendolyn	R010112	7 Fengler Rd	\$8,158.67
Pendergast, James	U021050	9 Pillsbury Dr	\$20,654.54
Piner, Marianne	T002407	407 Topaz Dr	\$388.76
Piper, Arlene P	T002332	332 Garnet Dr	\$950.50
Pulpit Rock Properties LLC	U039034	33 Willowdale Rd	\$63.50
Quimby, Janis	R078015	120 Pleasant Hill Rd	\$3,063.02
Record, Karen	T003020	20 Crystal Ln	\$315.14
Reed, Philip J & Janice E	U023087	4 Lane By The Sea	\$3,295.64
Remich, Rogers	R037011	245 Gorham Rd	\$2,601.56
Resurgam Properties Llc	R045001	90 Broadturn Rd	\$4,574.20

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2016
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2015 Continued

Reynolds, Wayne H	R018028	365 Gorham Rd	\$1,796.23
Scamman, Michael D	R050024C	39 Ingallside Dr	\$2,226.97
Scamman, Michael D	R050024	Haigis Pkwy	\$2,076.29
Scarborough Auto Parts	R039013	Holmes Rd	\$1,250.21
Scott, Kathleen F	U013009	53 Clay Pits Rd	\$2,712.53
Shinde, Vivek	R059210	27 Sawgrass Dr	\$76.25
Sholl, Benjamin R	U043033	254 Us Route 1	\$3,109.43
Silke, Barbara Jane	R073003	4 Old County Rd	\$3,751.81
Skillings, Terry & Doris	U002169	55 Greenwood Ave	\$6,951.97
Skillings, Terry & Doris	R098016A	154 Spurwink Rd	\$2,726.39
Star Homes Inc	U047045	Elmwood Ave	\$696.04
Star Homes Inc	U043028D	14 Ward St	\$1,435.42
Star Homes Inc	R059224	8 Sawgrass Dr	\$1,084.93
Star Homes Inc	R059223	10 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059222	2 Sumac Ln	\$1,124.94
Star Homes Inc	R059221	4 Sumac Ln	\$1,124.94
Star Homes Inc	R059217	5 Sumac Ln	\$1,161.75
Star Homes Inc	R059216	9 Sumac Ln	\$1,198.56
Star Homes Inc	R029218	10 Sumac Ln	\$1,003.32
Star Homes Inc	R059215	11 Sumac Ln	\$1,161.75
Star Homes Inc	R059213	20 Sawgrass Dr	\$1,198.56
Star Homes Inc	R059209	25 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059208	23 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059207	21 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059205	17 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059204	15 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059202	9 Sawgrass Dr	\$1,124.94
Star Homes Inc	R059201	7 Sawgrass Dr	\$1,233.77
Stuart, Randall	U031016	Charles Cir	\$1,416.76
Sullivan, Richard J Jr	R073021C	1 Sullivan Farm Rd	\$636.26
Tassie, Karen A	U0111215	30 Horseshoe Dr	\$4,788.24
Temm, Ralph E Heirs Of	R053003	Payne Rd	\$537.60
Thayer Development Llc	R023001B	6 Provident Dr	\$222.32
Thayer Development Llc	R023001A	138 Beech Ridge Rd	\$2,851.77
Thrall, William Jr	R083024	128 Winnocks Neck Rd	\$1,411.41
Thurlow, Alan W	U021071	32 Pillsbury Dr	\$55.60
Tibbetts, Richard E	R055020	63 Mussey Rd	\$3,343.09
Tlac Motors	R0633005	3 Southgate Rd Unit 5	\$2,782.96
Tokarski, Phyllis	R028005	162 Broadturn Rd	\$2,160.40
Tripp, Glenn	T002218	218 Emerald Dr	\$335.96
Turner, Gregory P & Deborah R	U026057B	5 Turners Way	\$5,141.92
Two Dunstan Avenue Llc	U031001	655 Us Route 1	\$4,400.95
V Mortgage Reo 2 Llc	U047015	9 Sunset Rd	\$3,287.07
Varney, Linwood M Sr Estate Of	R005027	351 Broadturn Rd	\$2,736.54
Wang, Zack Zheng	U039809	9 Willowood Ln	\$1,454.64
Warren Development	R031004	Holmes Rd	\$1,805.11
Waterhouse Richard S	R042002D	West Beech Ridge Rd	\$188.43
Waterhouse Richard S	R042002A	20 West Beech Ridge Rd	\$1,238.56
Waterhouse, Richard S	R041015	49 Beech Ridge Rd	\$1,412.03
Waterhouse, Richard S	R041014	51 Beech Ridge Rd	\$1,348.92
Waterhouse, Richard S	R042002	22 West Beech Ridge Rd	\$2,272.73
Wentworth, Patricia G	U006066	154 Highland Ave	\$3,962.43
Williams, Paul E	R008013A	259 Broadturn Rd	\$5,487.04
Williams, Stephanie	R041017	41 Beech Ridge Rd	\$2,186.00
Wood, Duck Homes, LLC	R078034	11 Pond View Drive	\$2,379.66
Wright, Haywood & Dorothy	U043075	11 Black Pt Rd	\$2,379.66

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2016

1997	Stearns Property Service	\$358.00
1998	Stearns Property Service	\$920.00
1999	Stearns Property Service	\$960.00
2000	Stearns Property Service	\$980.00
2001	Stearns Property Service	\$765.00
2002	Stearns Property Service	\$785.00
2003	Stearns Property Service	\$827.42
2004	Stearns Property Service	\$1,300.50
2005	Stearns Property Service	\$847.50
2006	Stearns Property Service	\$861.00
2007	Maietta Construction Inc	\$6,068.74
	Stearns Property Service	\$885.00
2008	Maietta Construction Inc	\$5,694.71
	Stearns Property Service	\$911.25
2009	Creative Awards	\$125.01
	G M Pollack	\$1,250.05
	Maietta Construction Inc	\$4,348.49
	Maine Earthmoving Inc	\$8,235.99
	Stearns Property Service	\$911.25
2010	All Points Realtors	\$126.30
	At & T	\$505.20
	Creative Awards	\$252.60
	Dr Stereo	\$34.10
	G M Pollack	\$505.20
	Innes Photo Services	\$7.46
	Maietta Construction Inc	\$3,497.25
	Maietta Foundation	\$202.08
	Maine Earthmoving Inc	\$2,822.93
	Stearns Property Service	\$947.25
2011		
	At & T	\$526.95
	Attention To Every Detail	\$40.93
	Creative Awards	\$266.35
	Dragon Fire Martial Arts Inc	\$31.81
	G M Pollack	\$526.20
	Healthsource of Scarborough	\$620.54
	Innes Photo Services	\$525.77
	Maietta Construction, Inc.	\$1,369.99
	Maietta Foundation	\$214.23
	Maine Auto Detailing	\$136.05
	Maine Earthmoving Inc	\$2,110.86
	Maine Floral Creations	\$43.54

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2016

2012

Creative Awards	\$282.11
Dr Stereo	\$43.37
Iworx Inc / Preval Direct	\$2,400.00
Kitchen & Cork	\$656.36
Lilley's Limousine	\$49.31
Little Paws LLC	\$168.95
Luxury Nails & Spa	\$198.49
Maietta Enterprises Inc	\$1,707.98
Mail America Inc	\$331.42
Maine Coast Properties	\$678.17
Maine Earthmoving Inc	\$2,241.71
Rovner, Ronald Md	\$534.21
Sea Smoke Bbq	\$351.11
Sram Corp	\$440.81
The Specific Chiropractic Center	\$696.11
Waterhouse Tree Service	\$282.11
Without A Trace	\$351.11

2013

Brown Fox Printing	\$412.65
Creative Awards	\$331.42
Custom Hawg Parts	\$154.18
Farren Insurance Services	\$30.11
Innes Photo Services	\$783.38
Kitchen & Cork	\$656.36
Lilley's Limousine	\$49.31
Little Paws Llc	\$168.95
Luxury Nails & Spa	\$198.49
Maietta Enterprises Inc	\$1,707.98
Mail America Inc	\$331.42
Maine Coast Properties	\$798.15
Maine Earthmoving Inc	\$1,733.09
Meat House-Lopez, Chaff & Wiesman	\$2,313.55
Rovner, Ronald Md	\$112.82
Sram Corp	\$519.00
TLAC Motors	\$75.90



Photography Town Staff

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2016

2014

Bard Industries	\$664.40
Chowderhead's	\$75.50
Colpritt, Daniel	\$30.95
Computerworks	\$92.11
Countryside Butchers	\$274.82
Creative Awards	\$365.42
Custom Hawg Parts	\$166.10
Farm Family Insurance	\$18.12
Fashion Floors	\$10.98
I Store Phone Repair	\$46.06
Innes Photo Services	\$874.29
Kitchen & Cork	\$730.84
Lilley's Limousine	\$48.32
Maietta Enterprises Inc	\$1,008.68
Mail America Inc	\$365.42
Maine Earthmoving Inc	\$1,765.19
Maine Shellware	\$67.95
Maine Street Living	\$223.48
Mimosas Salon	\$155.53
Mobile Home Brokers	\$23.40
Oak Hill Dry Cleaners	\$279.35
Oak Hill Montessori School	\$42.28
Rovner, Ronald Md	\$119.29
Smith And Son Excavating	\$878.82
Sram Corp	\$576.82
T W C Marketing	\$15.10
Tlac Motors	\$155.53
Traning Room, The	\$151.00
Treely Uni Landscape	\$457.53
Waterhouse Tree Service	\$730.84
Xtreme Audio	\$45.30

2015

A Handfull Salon	\$187.43
Abundance	\$146.38
Alby	\$77.45
Anjon's Italian Restaurant	890.67
A T & T	\$497.23
A T & T Mobility LLC	\$12.42
Atlantic Landscape & Design	\$1,373.96
Castle Distributors	\$365.42
Chilton Paint Co Inc	\$201.37
Chowderhead's	\$154.90
Cliff's Antique Market	\$58.86
Colpritt, Daniel	\$63.51
Comfort Inn & Suites	\$1,576.11
Computerworks	\$94.49
Countryside Butchers	\$281.92
Digitrace Care Systems	\$323.74
Dillion Sheetmetal LLC	\$124.52
Dump Guy The	\$30.98
Fashion Floors	\$187.43
Fashiongoods, The	\$79.00
Forest & Sons Fence Co	\$937.15
Fridgen Chiropractic Ctr	\$53.44
Goldberg, Ross	\$35.63
Hair Crafts Plus	\$145.61

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2016

2015 Continued

Hallowed Ground	\$30.98
HB Exotics	\$30.98
Healthsource of Scarborough	\$206.02
High Ridge	\$77.45
Hillside Lumber Company	\$5.66
I Store Phone Repair	\$94.49
Ingallside, Inc	\$24.01
INNES Photo Services	\$896.87
Jackson Hewitt Tax Service	\$38.72
Johnson & Jordan Construction	\$5,937.31
KCV Trailer Rentals	\$187.43
KD Landscaping Co	\$384.92
KDA Development Corp	\$94.49
Ken Little Boat Storage	\$77.45
Khievs Oriental Market	\$77.45
Land-Air Express of New England	\$921.65
Lanphear Enterprises, Inc	\$35.63
Lilley's Limousine	\$49.57
Maietta Enterprises Inc	\$1,962.58
Maietta Enterprises Inc	\$300.51
Maietta Enterprises Inc	\$37.18
Mail America Inc	\$374.8i6
Maine Earthmoving Inc	\$1,810.78
Maine Medical	\$39.39
Maine Medical Partners	\$178.34
McLaughlin Appliance Sales	\$12.39
Mimosas Salon	\$319.09
MMP Endocrinology	\$26.24
MMP Scarborough Internal Medicine	\$16.97
Mobile Home Brokers	\$48.02
Muzak LLC	\$77.45
Northeast Concrete	\$30.39
Oak Hill Dry Cleaners	\$286.57
Oak Hill Montessori School	\$43.37
Powerwheels	\$187.43
Rocco Leo Masonry	\$480.34
Rovener, Ronald MD	\$122.37
PRE Coach Lantern Holdings LLC	\$827.17
PRE Foxcroft Holdings LLC	\$472.44
Scarborough Auto Parts	\$949.76
Scarborough Downs	\$6,118.55
Scarborough Gardens	\$30.98
Spectrum Medical Group	\$3.11
Tapley Storage	\$38.72
The Spa at Scarborough	\$41.85
Tim Byrne Photography	\$94.49
Traffic Jam	\$17.04
The Training Room	\$154.90
Treely Uni Landscape	\$469.35
Waterhouse Tree Service	\$749.72
Welch Stencil Company	\$19.62
WEX Inc	\$15.49
Wing Lee Inc	\$170.39
Xtreme Audio	\$46.47

Report from the

PLANNING DEPARTMENT

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

It is with great pleasure that I submit the annual report for the 2016 fiscal year 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.

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 also are closely aligned with the other Town Departments and share staff with both the Fire Department and Public Works.



Daniel B. Bacon
Town Planner

Zoning and Code Enforcement

Our Zoning, Code Enforcement and Administrative staff work hard every day to ensure compliance with our building, life-safety, and 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 brisk with over 700 building permits; over 90 new single family home starts; and close to \$70 Million worth of new construction occurring in FY 2016.



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 and inspections. In addition to these principle responsibilities our Zoning and Code Enforcement Division also made gains with the following key initiatives and accomplishments.

Key Initiatives and Accomplishments for FY 2016

- Piloted a Higgins Beach “Character” Code** – The Higgins Beach neighborhood had been plagued with incompatible zoning for decades which made additions, renovations and new construction either illegal or very cumbersome. To address this, our department facilitated a “code repair” process immersing ourselves in the Higgins Beach neighborhood to conduct a comprehensive review and public dialogue about what defines the “character” of Higgins Beach. This resulted in a new character-based code customized for the unique lot sizes, look and feel of Higgins Beach. For more details on this unique and exciting initiative, check out our Higgins Beach webpage at: <http://www.scarboroughmaine.org/departments/planning-codes/higgins-beach-resource-site>



- Address “Dangerous Buildings”** – Unfortunately from time to time buildings become neglected and fall into disrepair, becoming unsafe for inhabitants and the general public. This past year a few of these circumstances arose and our department needed to take action to address such “dangerous buildings”. Working with other key departments, Code Enforcement was able to secure and remedy four different buildings that had become a danger to the public.
- Expansion of Our Electric Vehicle Fleet** – Through leading by example, our Zoning and Code Enforcement are making Scarborough both more fiscally and environmentally sustainable by continuing to invest in both all-electric and hybrid inspection vehicles. In 2016 we added a second all-electric Nissan Leaf to our fleet that also includes a Hybrid Ford Escape. These vehicles have proved to be ideal for our daily travel around town; have significantly reduced our department’s fuel budget; and lower our carbon footprint.

Planning Report Continued:

- **Enhancements to Our Webpage, Electronic Permitting and Information Sharing** - To continue to improve our customer service and ease of access to our forms, permits and regulations, we've been growing and enhancing our webpage and its content so customers can access more information remotely and electronically. We are consistently enhancing our website to have codes, permits, applications, check lists, and other information to make it easier to access and more efficient for customers and the general public. Check out our latest content at: <http://www.scarboroughmaine.org/departments/planning-codes>

Planning and Engineering Division

During fiscal year 2015 the Planning and Engineering Division also said goodbye to a few veteran staff members and welcomed new ones. Carole Logan, our department's longtime administrative assistant retired after 28 years serving the department and the Town. Carole's knowledge, experience and colorful personality will certainly be missed. Also Jim Wendel retired after 16 years working as the Town's Engineer, and his hard work and attention to detail benefited the Town for all of those years. With these retirements, two new staff have joined us. Angela Blanchette is our new Town Engineer and brings significant engineering experience from being the City Engineer in Saco as well as a former engineer for a local private consulting firm. Angela is very versatile in her expertise and has a particular interest in stormwater management, which is critical in Scarborough given the sensitivities of our waterways, beaches and the Scarborough Marsh. Karen Patterson is our new Administrative Assistant and is working hard to assist us in increasing our online presence and enhancing our administrative structure.

Beyond some changes in staff, the Planning and Engineering Division has also been furthering the following key land use, transportation, and environmental initiatives.

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 2015. Most notably:

- **Leighton Farms Residential Subdivision – 97 Single-Family Lots**
- **Habitat for Humanity Subdivision – 13 Lot Single-Family Lots**
- **Sawgrass Residential Subdivision – 24 Single-Family Lots**
- **Piper Shores Retirement Community Expansion – 30 Assisted Living Units**
- **Burnham Village Expansion – 32 Multi-Family Units**
- **Griffin Road Elderly Housing – 36 Elderly Housing Units**
- **Waterstone Retail Development at Scarborough Gallery – 115,000 SF Building**
- **Expansion of Prime Mercedes Benz Dealership**

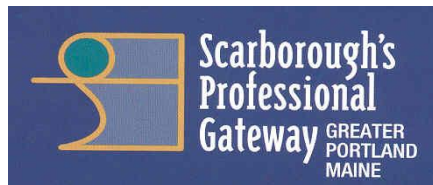
Lastly, I would like to thank and recognize all of our staff – Town Engineer Angela Blanchette; Senior Planner Jay Chace; Zoning Administrator Brian Longstaff, Code Enforcement Officer and Fire Inspector James Butler; Code Enforcement Officers Brian Dobson and Mark Mitchell; and Administrative Assistants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

Respectfully submitted,
Daniel B. Bacon
 Town Planner

Report from the

SCARBOROUGH ECONOMIC DEVELOPMENT CORPORATION

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



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 2016 in Review

In FY 2016 Scarborough competed successfully in the regional marketplace for quality development. According to Maine Department of Labor, we added 200 jobs in the past year.

New Construction

Scarborough offers an attractive environment for both residents and businesses.

Two major projects featured prominently in Scarborough's commercial development in FY 2016. Waterstone Retail completed their development at Scarborough Gallery, which features HomeGoods, Marshalls, Bob's Discount Furniture and PetSmart. Scarborough Gallery is now even more of a regional draw for shoppers, bringing business that supports new and existing retailers. Retail sales in Scarborough increased significantly in FY 2016, as a result of the new development and additional shoppers in existing stores.

Over in the Route One Corridor, Martin's Point Health Care began building an 18,000 Square Foot building on the site of the former Scarborough Commons office building. Scarborough Commons was destroyed by a fire in September 2014. The company is working with the Town to provide additional space for the use of the community as part of this project. Martin's Point Health Care will open their new health care center in early 2017. This brings the site back on the tax roll and into productive use in record time.

Other projects in the works include the construction of a second retail/office building at Bessey Square and the Nonesuch River Brewery. Bessey Square will be the new home of O'Reilly's Cure, an Irish Pub. Ready Seafood opened a state-of-the art lobster storage facility in the Pine Point area.



Photography by Karen Martin

SEDCO Report Continued:*Magdalena Slawiec***Staffing and Board of Directors**

SEDCO staff members include Executive Director Karen Martin and Economic Development Coordinator Magdalena Slawiec. Our office is located at 360 US Route 1 in the Willowdale Place Office Building.

SEDCO is governed by a Board of Directors comprised of seven members in FY 2016.

Members of the Board include: Stuart Axelrod, Dr. Gayle Brazeau, Jon Crasnick, Kevin Freeman (Chair), Andrea Killiard (Vice President), Rick Shinay (Secretary) and Maureen Van Uden (Treasurer).

The board also benefits from the active participation by our Town Council Liaison and the Town Manager. Council member Will Rowan and Town Manager Tom Hall 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.

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 2015 Annual Meeting took place on October 6, 2015, at the Black Point Inn and featured, Danielle Ripich, President of the University of New England.

The Board also recognized outstanding businesses and organizations in FY 2016:

- * **Project of the Year:** Town & Country FCU Administrative Center
- * **Outstanding Legacy Business:** Black Point Inn
- * **Outstanding New Business:** Casco Bay Butter
- * **Outstanding Small Business:** Pine Tree Seafood

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 hosted the third annual "All Boards and Committees Summit" with the idea that we are a stronger community when we share resources and ideas.

Over 30 different volunteer committees and boards were invited to attend the Summit in May of 2016. Committees reported out on their activities.

The objectives included:

- * Recognizing the power of community engagement
- * Facilitating informal and formal coordination between groups
- * Identifying common goals and
- * Identifying ways to support each other's work and events.

SEDCO Report Continued:

The summit served as an open forum for the volunteers to talk about their needs. In the 2016 Summit, all boards and committees reported on their activities and major goals for the year.

This work supports the Vision Committee's concept that every committee in the Town contributes to economic development. Members of the Vision Committee include Laurie Warchol, Chair, Roger Beeley, Kevin Freeman, Nancy Crowell, Jim Elkins, Jean Marie Caterina and Jo Anne Sizemore.

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 to new to 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.

Scarborough Community Calendar

SEDCO partnered with Project GRACE in FY 2016 to develop a new community calendar. This calendar provides a single site for community members to find out about municipal and community events. Any event open to the public and serving the community can post events on the calendar. To see the calendar, go to ScarboroughCalendar.com or ScarboroughCalendar.org.

SEDCO also produced a Holiday Guide in partnership with Scarborough Community Chamber of Commerce. This guide listed holiday events and featured local products for sale in Scarborough.



Photography Town Staff

SEDCO Report Continued:**By the Numbers**

One of SEDCO's jobs is to keep track of the numbers. 2015 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 2015, Scarborough gained 772 new residents. Scarborough is now the 9th largest community in the State, moving up from 10th place in 2010.

Here are the latest stats for Scarborough.

2015 Population: 19,691

2014 Median Age: 44.5

2014 Median Household Income: \$78,359

2014 Mean Household Income: \$102,841

2014 Per Capita Income: \$40,269

Total Jobs 2015: 15,220

2015 Unemployment Rate: 3.0%

2015 Labor Force: 10,330

Sources of Info: ACS 2010-2014 Survey, Maine Department of Labor.

Another way to look at Scarborough's population is to view by generations. Although sources differ on some of the age brackets of the various generations, here is the way the 2010 population in Scarborough looks when comparing the generations. The youngest segment of our population, those under 10 in 2010, does not have a tag as of yet. Millennials are the last "named" generation at this point.

Scarborough Population by Generation in 2010

Generation	Age in 2010	# of People	% of Pop
WWII Generation	86+	528	2.8%
Silent Generation	65-85	2,735	14.5%
Baby Boomers	46-64	5,685	30.0%
Generation X	29-45	3,979	21.0%
Millennials	10 to 28	3,826	20.2%
Un-named	0-9	2,166	11.4%
Total		18,919	100.0%

For more information on Scarborough's business community, please visit our website at SEDCOMAINE.com. The website provides census data as well as other pertinent information on the Town and on developable areas in town.

Respectfully Submitted,
Karen Martin,
Executive Director

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 2015-2016.

In Review:**Operation HOPE (Heroin - Opiate Prevention Effort)**

This past year has really made us stop and reevaluate what it means to serve and protect. The Heroin-Opiate crisis that is sweeping our nation came across the Northeast and hit Maine with a vengeance. Statistics show that between 2011 and 2014, Heroin related deaths increased by 714%, while those caused by Fentanyl went up 378%. In 2015, two hundred and seventy two (272) people died in Maine from overdoses. With the ever increasing numbers, by late 2015 the average had risen to eight (8) people each week. We were also learning that one thousand thirteen (1013) drug-affected babies were born in Maine in 2015. That number represents 8% of all babies born in Maine last year.

At the same time, funding and programs to treat substance abuse had been cut, many treatment centers and programs closed, and access to government-funded health care insurance had been reduced. While it was widely being recognized that Maine was and is suffering a heroin-opiate "epidemic", politicians and government officials were slow to respond. While they engaged in discussions, committees, forums, and politics people were dying. By September of 2015, Scarborough had experienced one overdose death and had administered narcan to reverse the deadly effects and revive overdose victims an alarming nine times.

In looking at our crime statistics, it was clear that much of our shoplifting and motor vehicle burglary crime was being committed by people who were suffering from substance use disorder, in particular heroin.

Against that backdrop, in September of 2015, I was approached by Officer John Gill and Crime Analyst Jaime Higgins with an idea for an innovative program. John and Jaime had done some research and had come up with a program to assist people who were stuck in this horrific cycle of addiction. Although the program would put us in a very non-traditional role, we felt that someone needed to step up and take action.

Many people have used the adage that 'we cannot arrest our way out of this.' Although we agree with this premise, we also recognize that enforcement and education are also key elements and to be successful we need to rely on all three components: enforcement, education, and treatment.

In designing our program, we wanted to make sure that HOPE would not become a diversion program where people could avoid their legal problems by entering into our program. This is not a get out of jail free card. For those folks asking for help, who have pending legal issues, they are given the information and informed that they need to clear up their legal issues first. Once they have done that, if they still want help, they are welcome to come back and meet with us.

We also recognized, early on, that treatment is extremely scarce in Maine and in order to help people here we were going to need to reach beyond our geographical boundaries. We soon found that there were many treatment centers around the country who were willing to take people from Maine, even though two thirds of those folks are

Police Report Continued:

uninsured, with no means to pay. In order to get people to other states to obtain this treatment, however, we were going to need to pay travel expenses. With that said, we also recognized that for some people this program could look like an easy way to obtain free travel out of state. With a small donation from the Police Assisted Addiction and Recovery Initiative (PAARI) and some asset forfeiture monies that had been seized by the courts from convicted drug dealers, we felt that we could make this work without putting the burden on our taxpayers. With an agreement from Project GRACE to act as our fiduciary, we had a plan.

With the blessings of Town Manager Hall, and a forward looking town council, we launched Operation HOPE on October 1, 2015. The premise is simple; if you are a person who is caught in this horrific **disease** of substance use disorder, and you truly want help, we will do our best to assist you in finding **recovery**.

Through Operation HOPE, a person who enters the Scarborough Police Department and requests help for substance use disorder is initially screened to determine eligibility to participate in a treatment program. If they are found to meet program eligibility requirements, and have shown a true desire to make a change in their life, they are paired with an Operation HOPE volunteer "Angel". The "Angel" will walk them through the process toward detox and recovery - - to include accelerated placement in a rehabilitation and treatment program whenever possible.

Two-thirds of program participants lack the health care coverage or financial resources which would have allowed them to obtain treatment on their own. Many of them are receiving free treatment and rehabilitation services courtesy of one of Operation HOPE's nationwide network of cooperating treatment facilities.

There is no longer a 'stereotypical' heroin or opioid user. It can effect anyone. We have learned that people frequently (up to 80%) become addicted to heroin after first using prescription pain medication, often prescribed by a physician. Our work so far has shown us people living in poverty and people with financial resources; working people and the unemployed; people in their teens and people in their 50s; the homeless and homeowners; people who have not completed high school and people with advanced academic degrees become addicted. This horrific disease knows no socio-economic boundaries.

The United States has just 5% of the world's population but consumes 80% of the world's pain pills. One Hundred million (100,000,000) pain pills were prescribed to Mainers in 2015. That is seventy seven (77) pills for every man, woman, and child in the state. When access to prescription pain medication stops and the brain has already been reprogrammed to broadcast the need for more, people often turn to the cheaper, more available alternative - - heroin. Once under the grip of this vicious drug, many folks find their lives totally destroyed as they are rendered completely helpless against this powerful disease. Operation HOPE has helped to demonstrate that **recovery is possible** and people can, and do, get better.

As I write this annual report, we are close to placing our two hundredth (200th) person in treatment. We have also been widely recognized and been the recipient of several awards. We have been held up as a model for other agencies and have had the opportunity to speak at a number of places, including the White House. That recognition, although appreciated, is nothing compared to hearing the gratitude of the people, and their families, that we have helped. To hear someone genuinely tell you that they are certain that they, or their loved one, would be dead if not for our program is the greatest reward we could ask for.

When we opened the doors on October 1st we had no idea what to expect, but we agreed that if we saved one life, or were able to shine a small light on the problem, we would consider the program a success. The many, many letters, cards, emails, flowers, and treats that we have received from grateful participants and their families speak loud and clear for the success of Operation HOPE. That success has only been possible through the many kind

Police Report Continued:

donations that individuals and businesses have provided. I am very proud of our community for their support and all of our employees who have embraced this unique idea and worked in a way that is truly non-traditional for our profession. I think it has given us all a deeper appreciation of the struggles that people of all walks of life can face.

Electronic Review and Acknowledgement of Documents: The police department has many policies and procedures to standardize how our personnel respond to and handle many different types of situations. Our employees are required to understand and adhere to all of these policies when they are hired by the department. Additional policies and changes to current policies take place as time goes on. New technology, laws and changes in our society all contribute to the need to add and update policies. Periodic review of existing policy is also important to ensure employees are able to stay in compliance over time. During this period, we started researching and testing ways to more effectively distribute these materials and receive feedback and acknowledgements from employees. We also looked at ways to be able to demonstrate that employees have read and understand the material they are responsible for knowing.

As a result of our research, we are implementing a process to electronically distribute drafts of policies to employees for their review and comment. After receiving comment, the draft policy will be finalized and sent back out for review and acknowledgement that the policy has been read and understood. The acknowledgements would then be stored in an electronic format. Employees may also be required to take an electronic quiz to demonstrate their understanding of the material. This process would be very helpful in our environment where staff works various days and hours. It would also eliminate the need to distribute and collect paper copies of acknowledgement forms that in the past had to be stored or scanned and destroyed. The process will also help more easily track those who have not responded so that reminders can be sent to those individuals.

New Electronic Signboard: Recently the Scarborough Police Department received a generous donation from the Scarborough Rotary Club to be used for the purchase of a new electronic sign board. Approximately 15 years ago, Officer Joe Giacomantonio secured a grant for the purchase of an electronic sign board. Over the course of 15 years, our former sign served many needs in our community. Unfortunately, the sign board stopped working and due to its age and the advances in technology, it was determined that repairing the sign board was cost prohibitive. The only recourse would be to replace the sign with new technology. During the summer of 2015, the police department was approached by the Scarborough Rotary Club regarding replacing the sign. The Rotary Club was well aware of the benefits the sign offered our community and as a result made a generous purchase from Burr Signs, a locally owned business. The Scarborough Police Department greatly appreciates our new sign board and we are pleased to be once again serving the Community of Scarborough and its events. Please join the police department in thanking The Scarborough Rotary Club.

Personnel: During this period, we had two long term employees retire and start the next chapter in their lives. Although we will miss both of these individuals, we have been very fortunate to hire two quality individuals to assume their duties.

On October 3, 2015, David Corbeau retired from his duties as Marine Resource Officer. Dave began his career with the Town of Scarborough as a Reserve Officer more than 36 years ago and has served as a full-time Marine Resources Officer since 1996. Dave is well respected within the community and worked hard to keep our residents and visitors safe while also protecting the Town's coastal resources. During his employment with the Town, Dave received several commendations for his work as Harbor Master, for his positive interactions with the public, regulating the local fishing industry, working with the Shellfish Committee, and overseeing the public pier, boats, moorings, and launching ramps. Dave was the Police Department's "Employee of the Month" in August of 2015 for his actions in saving four kayakers.

Police Report Continued:

To fill the vacant Marine Resource position, we were fortunate to hire Ian Anderson. Prior to joining our public safety team, Ian worked as a Marine Patrol Officer with the Department of Marine Resources. During his time there, Ian served as Scarborough's local Marine Patrol Officer, patrolling from Cape Elizabeth to the Saco River. Ian brings a varied background of marine work with experience in conservation law, commercial and recreational fishing industries, organizing and maintaining mooring fields, lobstering, and clamming. Additionally, Ian's marine experience includes serving as a Dock Supervisor in Port Clyde, as a Deckhand with both Wyeths by Water tours and Monhegan Boat Line, and as a Sternman aboard a lobster boat. Ian also brings customer service experience. Ian attended Maine Maritime Academy in Castine, with Marine Engineering Operations as his major area of study. He has completed the Maine Criminal Justice Academy's Phase I and II law enforcement training, as well as the Maine Criminal Justice Academy's Law Enforcement Training Program.

On March 11, 2016, Peter Chadbourne retired from his duties as Building Service Worker and Custodian, or as he would describe it "Chief Sanitation Engineer". Peter began his career with the Police Department in 2005. During his employment with the Town, Peter has received commendations for his excellent work in maintaining the building's facilities, taking the initiative on special projects, and for his friendly demeanor and good nature. Prior to joining the Police Department, Peter worked in the warehousing department for C&S Wholesale Grocer for more than 20 years, as well as for Maine Roofing, Inc.

For the last 11 years, Peter has been an extremely dedicated Town employee. We will all miss his kindness, his humor, and his excellent singing voice. Shortly after his retirement, Peter performed in full costume as Elvis for the annual town wide employee recognition BBQ.

With Peter's retirement, we were pleased to hire Cliff Hatch as our Building Maintenance Service Worker/Custodian. Prior to working at the police station, Cliff worked for the Community Services Department as a custodian for the municipal building. Cliff originally joined the town hall facility team in his part-time role in 2010, Cliff's professional experiences also include owning and running the Old Port Sandwich Shop for more than 15 years and he has a degree in business administration from the University of Southern Maine. Cliff's experience, work ethic, and dedication will continue to be a great asset to the Town.

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 2015.

Officer of the Year: Officer Brian McNeice

Dispatcher of the Year: Dispatcher Greg Tinsman

Support Services Award: MRO Dave Corbeau

Commendations:

ACO Chris Crepes is to be OFFICIALLY COMMENDED for his sense of community service and dedication to duty. His willingness to enter the frigid waters and lift the dog to safety has enhanced the image of the Scarborough Police Department.

Officer Donald Laflin and Officer Melissa DiClemente are to be OFFICIALLY COMMENDED for their devotion to duty while investigating a 911 call which resulted in locating a subject in need of medical attention due to life threatening injuries and administering first aid.

Officer Donald Laflin and Officer Glenn Tucker are to be OFFICIALLY COMMENDED for their dedication to duty and investigative skills which resulted in closure to numerous burglaries and recovery of property to include a stolen firearm.

Police Report Continued:

MRO David Corbeau is to be OFFICIALLY COMMENDED for his quick action and marine navigation skills which resulted in a positive outcome for these four kayakers. MRO Corbeau's actions undoubtedly prohibited further danger to the kayakers and other emergency responders.

Unit Citations:

Sgt. Chard, K9 Chesca, Officer Tim Dalton, Officer Glenn Tucker, Officer Andrew Flynn, and Fire/Police Officer Herb Hughes are to be awarded the UNIT CITATION for their combined efforts which resulted in the apprehension of a suspect whose violent actions were an indifference to human life. Their dedication to duty resulted in a felon being taken off the streets.

Officer Joshua Guay, Officer Andrew Flynn, and Officer Brian Nappi are to be awarded the UNIT CITATION for their dedication to duty and loyal teamwork which resulted in the arrest of numerous suspects whose criminal actions were perilous to residents of Scarborough.

Community Enrichment Award:

Officer Glenn Tucker is recognized with the Community Enrichment award. Officer Tucker's actions have provided a positive sense of community commitment which has enhanced the image of the Scarborough Police Department.

Chief's Award: Officer John Gill, Crime Analyst Jaime Higgins, and Stephen Cotreau from Portland Recovery Community Center.

Five Years of Service

Lead Dispatcher Joe Thornton
Lead Dispatcher Ashley Knight
Officer Ian Theriault

Ten Years of Service

SRO Robert Pellerin
Officer Craig Hebert
Custodian Peter Chadbourne

15 Years of Service

ACO Chris Creps
Officer Josh Guay
Officer Doug Weed
Officer Shawn Anastasoff

Michael J. Barker Award for 20 Years of Service

Sgt. Timothy Barker

George G. Nickerson Award for 25 Years of Service

Det. Don Blatchford
Det. Eric Greenleaf

35 Years of Service

Deputy Chief Marla St. Pierre

Congratulations to all of this year's award recipients!

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. I also need to give special thanks to Fire Chief Mike Thurlow, Public Works Director Mike Shaw, Community Services Director Bruce Gullifer, and all of our other department heads with whom we work with 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

Report from the

HARBOR MASTER/ MARINE RESOURCE OFFICER

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



*Harbormaster -
Marine Resource Officer*

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, 2016.

This has been a great first year for me working for the Town of Scarborough. Being left with big shoes to fill by my predecessor, long time Harbormaster and MRO Dave Corbeau was a daunting task, but one that I looked forward to. I've been greatly impressed by the dedication of my Public Safety coworkers, and the work ethic and effort put forth by this towns commercial fisherman. In my short time here, I've been very impressed at the services and infrastructure that I've inherited responsibility of. The commercial pier continues to serve as one of the finest examples of a working pier in this part of the state, and is something many continue to be grateful for. The access ramps located around town, from Clay Pitts, to Ferry Beach, to Pine Point all continue to provide great access to the Scarborough Marsh, and Atlantic Ocean for commercial and recreational activity alike. The crew of Commercial clam harvesters have proven themselves to be fully invested into the protection of their resource, soft shell clams. Attendance at Shellfish Committee meetings, dedication to numerous Green Crab reduction, Clam Survey, and Milky Ribbon Worm reduction conservation projects, all show the understanding of the need for protection that this resource has.

The summer of 2016 was a dry one, and has allowed the harvesters to continue digging, with little delay from rainfall closure. A large part of this position is an understanding of the operation and procedures of the Maine Department of Marine Resources (DMR). Coming from The Maine Marine Patrol, I brought with me a keen understanding of the command structure of DMR, and the individuals who handle certain situations. I believe this will be of significant help in working together with DMR to protect our natural resources here in town.

Scarborough Fire Department Engine 4 Company, of Pine Point, has been of great assistance to me in my first year of service. All members of the town, these individuals have seen the town grow, especially Pine Point, and can often offer a guiding suggestion when needed. The Marine Resource Officer position requires close work with Engine 4, as we co-respond on Marine 4 to marine rescue emergency calls.

Bringing together a history of Marine Law Enforcement, and Marine Rescue work, Capt. Daryen Granata and I have undertaken a rigorous Marine Training schedule for the members of Engine 4, training every week on topics such as slow and high speed boat handling, traditional and electronic navigation, search patterns, foul weather and night operation, and dewatering/ ocean born firefighting.

In addition to training on Marine 4, this year has presented many training opportunities for me. Assistant Harbormaster Michael DiClemente and I attended the annual Harbor Master training and Certification convention, allowing us to stay up to date on applicable rule changes, enforcement actions, and safe harbor practices. I've maintained my full time Maine State Law Enforcement status, and remain a certified Shellfish Warden.

I've been thrilled with my first year working for the people of the town of Scarborough, and look forward to many more, as I continue to learn and adapt to find new ways to serve more efficiently and effectively. On behalf of Assistant Harbormaster Michael DiClemente 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,
Ian Anderson, Harbormaster/Marine Resource Officer

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 2016. What a great summer this was for the Recreation and Commercial Harvesters. The weather was the best we have seen in many summers. Although the clam population was lower than we like to see, there was an abundance of harvesting by both Recreational and Commercial diggers.

The green crab population has risen to the highest levels ever seen this year. The Shellfish Committee concentrated most of the conservation projects on predator control. Projects include green crab trapping, and night collections. Several diggers have collected the milky ribbon tapeworms in buckets and disposed of them off the clam beds.

Brian Beal a professor of Marine Biology has been conducting a study of the milk worm and plans to conduct a seminar next summer on the findings. It is important to the future of clam harvesting that as many of these predators be removed from the clam beds as possible. These predators cause vast devastation to the soft shell clam population.

I would like to remind everyone that walks their pets on the beaches and around the boat ramps to please remove any feces there animal leaves behind.

A Special Thanks to Tom Hall Town Manager, Tody Justice Town Clerks Office, and Ian Anderson Scarborough's new Harbormaster.

Respectfully submitted,

Robert G. Willette

Shellfish Committee, 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:*

*Chris Creps
Animal Control Officer*

This report is submitted respectively for the community of Scarborough. The following report is to inform the town residents of the importance of maintaining your pets with up to date rabies vaccinations.

What is Rabies?

Rabies is a viral disease that affects the brain and spinal cord and can be fatal if left untreated. It is very rare in people in the United States. In Maine, it is most common in skunks, raccoons, bats and foxes. Rabies is spread when an infected animal bites or scratches another mammal, or when saliva or brain tissue gets into an open cut, or into the mouth, nose or eyes. Rabies is not spread by petting a rabid animal, by touching dried saliva, or by urine, feces, or blood.

Things you can do to prevent rabies.

Vaccinate both indoor and outdoor pets and livestock. Does not approach, handle, or feed wildlife or unknown domestic animals. Do not move wildlife from one area to another, as this can help spread the disease. Report sick, stray, or strange – acting animals. Contact a healthcare provider right away, if bitten or scratched by an animal. If you wake up to a bat in the bedroom, safely capture the animal or contact the Animal control Officer.

What should you do if you think you have been exposed to rabies?

Clean all wounds with soap and water. Call your healthcare provider who will determine if you need treatment. Contact your Animal control officer if the suspect animal is domestic, and in most cases if the animal is wild. The Game wardens can also respond to wildlife that has bitten a person or pet. If your pet has been exposed, notify your veterinarian.

Respectively 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 2015-2016: 2650
- Confirmed Rabies cases: 1 (Red Fox)
- Calls to service for 2015-2016: 1630

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, 2016. 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 This past fiscal year we bid farewell to our good friend, Paramedic/Firefighter Adele Jones, who retired after 15 years of full-time dedicated service to the citizens and visitors of Scarborough. Adele started with us in 2000 and over her career she compassionately cared for literally hundreds of patients. We wish her the very best in her retirement.

We were also fortunate to receive funding for two new full-time personnel during this fiscal year which with the retirement

allowed us to hire three new personnel. Tom Selby joined our team by transitioning from his former role as a full-time communications specialist in our dispatch center, to the fire/EMS department. We were also pleased to offer the new full-time Firefighter/EMT positions to William "Matt" Norton and Adam Madura.



Tom Selby, William "Matt" Norton & Adam Madura

Insurance Service Rating

In June we were very pleased to learn that the Insurance Services Office (ISO) revised and improved our department's rating. The ISO is a firm that analyzes and ranks fire departments nationwide. Their focus is entirely on structural firefighting capabilities and reducing property losses from structural fires, so they don't evaluate the department's emergency medical capabilities or equipment which makes up approximately 2/3 of our annual activity. The ratings they set are used by the insurance industry to establish fire insurance rates. Scarborough's last full formal evaluation was conducted in 2011 when the department made a significant improvement from a 3/9 rating (the lower the number the better the score) to a 3/4. That 3/4 is known as a split rating where the 3 represents the area of town where we have public water mains and hydrants, and the 4 represents the rural area north of the turnpike where there is no public pressurized water supply.

I'm pleased to report that in this most recent evaluation our score improved again to a Class 3 town-wide which is a significant accomplishment. In fact we are only a very few points away from a Class 2 rating which I believe may be obtainable during the next evaluation. In order to put Scarborough's new rating in perspective it is important to note that out of over 400 Maine fire departments there is only one Class 1, two Class 2, and 11 other Class 3 departments. Most of those are totally staffed with full-time personnel versus our combination department.

Fire/EMS Report continued

It is also important to note that most of those other departments have pressurized water systems and hydrants town-wide unlike Scarborough where 1/2 of our community doesn't have pressurized hydrants.

Residents north of the Maine Turnpike should realize a savings in their fire insurance premiums at their next renewals due to this recognition and our improved rating with ISO.

Grant Activities

Each year the department works hard to identify various grant opportunities to fund initiatives that would be difficult if not impossible to fund locally. One of those is the Emergency Management Performance Grant (EMPG) that funds 50% of eligible costs for emergency management activities including reimbursing certain staff salaries. We also received grants from FEMA's Homeland Security Grant Program (HSGP) and the Assistance to Firefighters Grant Program (AFG). The table on the opposite page provides a summary of the significant grants and reimbursements received during FY16:

Grant Activities FY16	Amount
AFG – Human Patient Simulator	118,547.00
EMPG – Emergency Management Activities	32,351.00
HSGP – Homeland Security Initiatives	28,295.00
Total	179,193.00

Emergency Equipment & Apparatus Upgrades

During FY16 the department received voter approval for funding to replace the 26 year old fire engine serving at Pleasant Hill station. The new pumper was produced by Smeal Fire Apparatus in Snyder, NE, and it will be assigned to the Oak Hill station as Engine 7. The current truck at Oak Hill, a 2006 E-One, will be reassigned to cover Pleasant Hill to assure it will be able to meet its anticipated service life at that slower volume station.

We also received funding to replace all of our 20+ year-old extrication tools. These are also known as the Jaw's of Life, and are critically important so that we can cut through the high-strength metals used in modern vehicle construction.

New Engine 7 – 2016

Smeal CAFS Pumper with 1,500 gpm pump & 1,000 gallon water tank

Metro Fire Chiefs & Managers Study

The Town/City Managers and Fire Chiefs of the Greater Portland Metro communities including Portland, South Portland, Scarborough, Cape Elizabeth, Westbrook, and Gorham, funded a consultant's study of fire/EMS services in an effort to identify opportunities for collaboration and cost savings during this past fiscal year. This project also included input from the Cumberland County Manager and assistance from the Greater Portland Council of Governments (GPCOG). The study found that the fire departments have a long history of mutually beneficial cooperation including the sharing of stations and personnel, joint training initiatives, group purchasing, standardized reporting, and many other initiatives.

Fire/EMS Report continued:

Honor Guard members Erin Sandler, Joe Pallotta, Ryan Sargent, Art Greene, & Chief Thurlow. At Memorial Park during the Memorial Day celebration

The study recommended several potential projects and actions for further consideration. Two of those initiatives were approved as priorities by a vote of the Managers Coalition. The first is to focus on working with Ecomaine on the development of a regional multi-disciplinary training site on Ecomaine property in North Scarborough that we can share to meet the training needs of our personnel. The second initiative is to work on Community Risk Reduction efforts including region-wide fire prevention efforts to educate planning boards, councils, the public, and the development community on the importance of residential sprinklers and the

development of model ordinances. We plan to work diligently with our Greater Portland Metro partners on these important initiatives going forward.

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 majority of them are nominated and selected by their peers. A summary of the fire department awards bestowed at the ceremony for calendar year 2015 are noted below.

Annual Public Safety Awards Summary 2016**Gold Badge Award for 20 Years of Service**

Scott Krum Craig Voisine
Shawn Neat David Bell

Vernon Paulsen Award for 25 Years of Service

Jon Perry Everett Spear

Erwin Faunce Award for 30 Years of Service

Wes Merritt Alan Nielsen
Gary Sandler Brian Smart

Robert Carson Award for 35 Years of Service

Mary "Betsy" Carolan

Chief Henry Gould Award for 45 Years of Service

George Oliver

Grant Worthing Award for 55 Years of Service

Robert Carson

Citizens Merit Award**Rescuing Victim from a Gorham Rd. Structure Fire**

Jason Plummer, David Hamilton, Michael Libby, Jake Shaw

Children who Saved Mom from Choking

Connor & Dylan LaBonte

Fire Chief's Merit Award

Capt. George Oliver –Successful Cardiac Arrest Resuscitation
While on vacation during a plane flight

Unit Citations

OOB Centennial Place Fire – Multi Ground Ladder Rescues
Successful Cardiac Arrest Resuscitation of a 15 Year Old Male
on Winding Way
Paramedic Gorham Co-worker's Care During a Stroke Suffered
at Work

Paramedic of the Year
Adele Jones

Student Firefighter of the Year

Delani Littlefield

Fire Officer of the Year

Lt. Ryan Ouellette

Firefighter of the Year

Eric Twitchell

Public Safety Dispatcher of the Year

Greg Tinsman

EMT of the Year

Michael DiClemente

Fire/EMS Report Continued:

We were also pleased that the Greater Portland Council of Governments (GPCOG) recognized Scarborough along with 17 other departments for our innovative and very successful Student Live-in Collaborative with Southern Maine Community College (SMCC). Scarborough Fire was one of the founding members of this collaborative and this is the 27th year that we have hosted student interns who are actively enrolled in the Fire Science or Paramedic programs at SMCC. Instead of staying in a dorm, these students live in our fire stations and join our department. They receive extensive training and earn certifications through an intensive hands-on rookie school that we administer annually. The relationship is mutually beneficial since the students provide critical first responder staffing that our department desperately needs, while the students gain real-life experience that is invaluable as they graduate and search for a career in public safety. This past year Scarborough Fire hosted 14 students and over the past 27 years we have mentored over 250. Many of those former students have been successful in obtaining cities all over the country. We are extremely proud of this very innovative program and appreciate the recognition that GPCOG bestowed on our collaborative this year.



Matt Sturgis, President GPCOG; Chief Michael Thurlow, Scarborough Fire; Executive Board Members: Professor Steve Willis, SMCC, Chief Nate Schools, Buxton Fire; Deputy Chief Glen Deering, Scarborough Fire; and Chief Michael Robitaille, Yarmouth Fire



*Chief B. Michael Thurlow
MFCA 2015 Fire Chief of the Year*

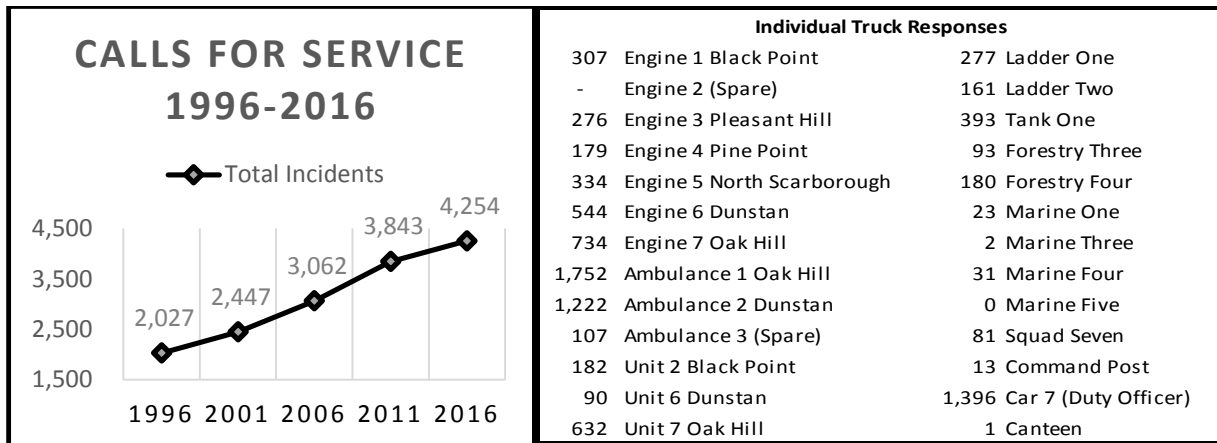
Although I hate to be in the focus of attention and am much more comfortable giving awards than receiving them, this report wouldn't be complete without noting that my peers at the Maine Fire Chief's Association (MFCA) elected me Maine's 2015 Fire Chief of the Year at their annual meeting in October. This award is the highest honor our state association bestows. Town Manager Hall and members of my staff nominated me for this great honor and I was elected by my peers in the association. The presentation is always made at our annual meeting and is a secret until that time. I was very pleased that many members of my family and my co-workers were able to surprise me and attend the ceremony in Augusta. It is always nice to be recognized but as I explained to those in attendance, firefighting is a team sport and my success wouldn't be possible without the exceptional members of my department that work hard every day to serve and protect the citizens of Scarborough

Russian Firefighter Exchange Program

Shortly after World War II the towns and cities of Greater Portland formed a Sister City relationship with Arkhangelsk, a city in the Arctic area of Northwest Russia. During the war as Hitler's army was attacking the Soviet Union, the United States, Great Britain, and Canada began sending dangerous Arctic convoys of merchant ships with urgently needed food, medicine, fuel, ammunition, and other military supplies to assist our allies in Russia. Over the years this Sister City relationship has endured as American tourists visit Arkhangelsk's Eternal Flame and visiting Russians stop to see the Liberty Ship Memorial in South Portland and the Arctic Convoy Memorial on Portland's Eastern Promenade. During this past fiscal year we were pleased to participate in a firefighter exchange program that was funded by a US State Department grant. In April we sent one firefighter to Russia along with several others from the Portland, South Portland, Westbrook, and Cumberland fire departments, as well as the State Fire Marshal's office. In June we hosted a delegation of five Russian firefighters and fire prevention specialists. The host departments took turns providing demonstrations for our guests on a wide variety of subjects. During each trip a great deal of knowledge was exchanged in this very positive exchange program as you can see by some of these photos.



Russians working with an infant patient simulator

Fire/EMS Report Continued:**Annual Statistics**

Responses by Incident Type

1,312 Rescue with Engine Assists	19 Motor Vehicle Fires
932 Rescue Calls with no Engine Assists	18 Building / Structure Fires
604 Out of Town Mutual Aid (see note below)	18 Marine Calls
413 Master & Supervised Boxes	18 Water Problems
182 Details / Alarm Service	15 Propane / Natural Gas Leaks
181 Motor Vehicle Accidents	14 Electrical Problems
157 Cancelled Enroute	14 Chimney Fires
109 Odor Investigations	11 Fuel Leaks
58 Public Assist	6 Elevator Calls
43 False Alarms	4 Building / Machinery Extractions
36 Storm Standby	3 Miscellaneous
33 Grass, Mulch, & Brush Fires	3 Hazardous Materials
28 Wires Arching / Down	2 Airport Alerts
21 Unpermitted Burns	
4,254 Total	

(Out of town fires includes responses for Tank 1 in the South Gorham response area. Gorham provided Tank 1 which is stationed at our No. Scarborough station staffed with personnel from both towns. It also includes 109 Mutual Aid Rescue Calls)

Fire Prevention / Inspection Division			Training Division	
Total	Inspection / Permit Type	Violations		
73	Consultations / Plan Reviews	Total Violations	Administration	341 hrs.
974	Annual Inspections	Issued	Full Time Personnel	3,126 hrs.
162	Monthly Inspections	946	Engine 1 Black Point	848 hrs.
728	Re-inspections	Total Violations	Engine 2 (Per-Diem Personnel)	1,430 hrs.
8	Miscellaneous Inspections	Corrected	Engine 3 Pleasant Hill	684 hrs.
960	Burning Permits	404	Engine 4 Pine Point	552 hrs.
28	Construction Permits	Includes	Engine 5 North Scarborough	505 hrs.
44	Certificate of Occupancy Permits	Violations	Engine 6 Dunstan	355 hrs.
31	Suppression Permits	from previous	Engine 7 Oak Hill	321 hrs.
10	Alarm System Permit	years		
11	Fire Works Permit			
3,029	Total		Total Hours	8,162 hrs.

Fire/EMS Report Continued:

Russian firefighter delegation posing with their new comrades from Scarborough Fire



Konstantin Ipatov & Sergei Kvashnin practicing tactical combat medical care



Natalia Kalinina & Svetlana Kuznetcova working with our All-terrain brush fire/rescue vehicle

In Closing

In closing I would like to take this opportunity 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, Human Resource Director Jaclyn Mandrake, 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

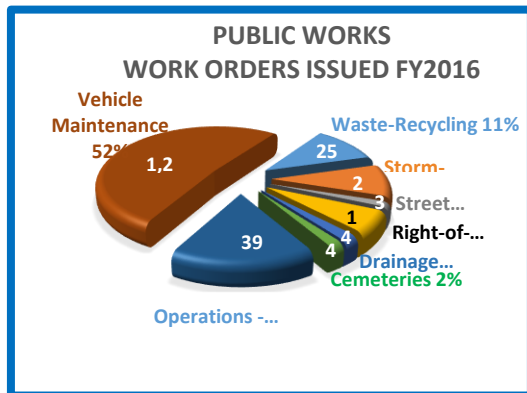
PUBLIC WORKS DEPARTMENT*To the Town Manager, Town Council, and Citizens of Scarborough:*

Michael E. Shaw
Director of Public Works

The fiscal year ending June 30, 2016 provided its own new challenges and opportunities to the staff of the Public Works Department. While the daily activities of the department on a broad scale are similar there are always new situations that make our work fresh and interesting.

Administration

The administrative team this year responded to 2,366 requests for service from residents and outside entities. Once these calls were processed they were passed on to the proper staff member who has the expertise to complete the job.



In addition to work orders

Public Works approved:

Driveway Permits 120

Excavating Permits 34

Excavating Licenses 30

Our first full year with management and record well. Although we expected with a new appear to be pleased with for the software change is

program the department has developed over the last 9 years. Cityworks offers additional mobility opportunities in comparison to our previous software. The change will allow us more expanded inspection and record keeping functionality out in the field. This added mobility gives us the advantage of processing work in real-time with less post-processing. More accurate data is another benefit because the person completing the work or inspection will be entering it directly into the system. We are excited about taking advantage of all that the new program has to offer. The Information Technology Department has been instrumental in the rollout and continued growth of the program.

Cityworks, our new asset keeping software, went quite experienced the normal bugs computer program, the staff the new program. The purpose to fully use the robust GIS

Vehicle Maintenance.

Vehicle maintenance maintained and repaired the diverse municipal and school fleets to its usual high standards throughout the year. There were a number of interesting initiatives this year in VM. Fleet supervisor Jay Nason headed up an effort to restart the Maine Chapter of the American Public Works Association's vehicle maintenance fleet tech education program. A number of programs were offered to Maine PW techs at various locations throughout the state.



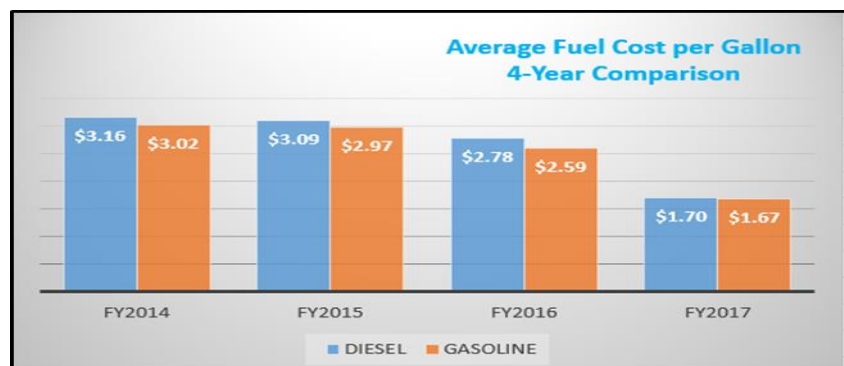
VM
STOCK

Public Works Report Continued:

I am proud to report that the department received the “Rising Star of the Northeast” award for its efforts working with Greater Portland Council of Government’s Maine Cleaner Communities program. The award recognized the continuing efforts of Jay Nason and the whole department’s long time commitment to the program and our own efforts with cleaner fuel alternatives for vehicles.

This past year the department entered into discussions with Old Orchard Beach and Westbrook to provide services for the maintenance and repair of their fire and rescue fleets. The program would offer fleet maintenance and repair as well as record keeping and warranty review on a contract basis. The program is anticipated to start in the first quarter of FY17.

Based on contracts negotiated by the town in 2016, gasoline & diesel costs will continue a downward trend through FY2017.

**Operations**

BEACH CLEANING –Pine



Outside operations continued the mission of maintenance on the Town’s roadway and drainage infrastructure. With the assistance of town engineer Angela Blanchette and GIS coordinator Stephen Buckley added attention was given to the stormwater quality ponds that are the responsibility of the town. Over the last couple of winters staff completed an inspection of ponds and outfalls. A number of these needed to be cleaned of silt and debris that had accumulated over time. Using in-house resources, necessary maintenance was conducted on 15 ponds and outfalls in 2016.

Public Works Report Continued:

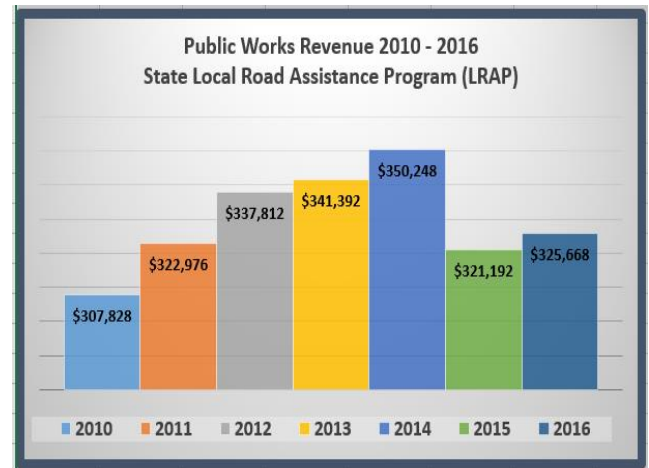
The annual report would not be complete without a discussion about winter operations. The previous winter of 14 -15 started late and the snow never stopped. This past winter had its own character as well. Even though the winter was milder overall, staff were dispatched 17 times. During these events we spread 1,335 tons of salt, 2,668 tons of sand, and 15,095 gallons of magnesium chloride on roads.



PW
CARPENTRY
SHOP



PW
FABRICATIO
N SHOP

**Capital Improvement Projects & Equipment**

Phase II of the Pleasant Hill Road Drainage and Roadway Improvement Project was completed during FY16. The roadway from Route 1 to Rigby road was rebuilt with improved drainage. Another added feature was better bicycle and pedestrian amenities by way of a shared paved shoulder. The Phase II project cost was \$887,134.00 with \$464,860.00 coming from the Maine DOT in the form of Maine Municipal Partnership Initiative funding. This is the fourth time this program has been used by the Town to offset the expense of a major project. With an average daily traffic count of 10,000 vehicles the Pleasant Hill project will serve many.

PUBLIC WORKS PAVING EXPENDITURES FY16 07/01/2015 - 06/30/2016			
STREET	SECTION	DESCRIPTION	COST
PLEASANT HILL RD	US ROUTE 1 TO RIGBY RD	CIP PROJECT (PHASE II)	\$399,047
BLACK POINT RD	US ROUTE 1 TO WINNOCKS NECK RD	RECLAIMED & PAVED	\$130,050
COUNTY RD (RTE 22)	COMPACT ZONE TO GORHAM TOWN LN	PAVED	\$45,918
EASTERN RD	ALL	RECLAIMED & PAVED	\$127,167
GORHAM RD	SWEETBRIER LN TO ROUTE 22 (COUNTY RD)	PAVED	\$137,940
OLD COLONY LN	ALL	RECLAIMED & PAVED	\$38,556
PAYNE RD	REGAL PINES DR TO HAIGIS PKWY	PAVED	\$78,770
WASHINGTON AVE	ALL	PAVED	\$68,494
WINDING WAY	ALL	RECLAIMED & PAVED	\$17,394
TOTAL			\$1,043,336

The equipment replacement program was funded to include one new plow truck and a new front end loader. The Town Council once again supported our comprehensive vehicle and equipment replacement program. By doing so we are able to control spending on repairs of vehicles and maintain a consistent annual level of capital expense.

Public Works Report Continued:

Recycling and Solid Waste

The conversation around solid waste reduction continued in earnest this past year. Since 2008 an automated curbside recycling and waste collection program has been in effect. During this time we have seen a reduction in our town wide recycling rate from a high of 38% to an average of 32%. While this is still a big increase from the 19% rate prior to the automated program, the goal is to always be on the increase to try and reach the State goal of a 50% recycling rate.

TOWN OF SCARBOROUGH WASTE COLLECTION DATA 2010 - 2015						
Source: Annual Solid Waste Management and Recycling Report for Municipalities						
Compiled by: Scarborough Public Works						
Submitted to: The Department of Environmental Protection						
WASTE CATEGORY	2010	2011	2012	2013	2014	2015
MSW	5,315	5,374	5,303	5,364	5,307	5,491
CDD (Construction & Demolition Debris) RECYCLED						
Asphalt Shingles	111	87	114	266	172	185
Sheetrock/Wall board	52	36	66	0	34	59
Mattresses & Furniture	3	8	0	0	13	13
Land Clearing Debris, Leaf & Yard, CDD Wood	1,196	1,154	1,116	1,128	960	1,157
	1,362	1,285	1,296	1,394	1,179	1,414
OTHER MSW RECYCLED						
Electronics	2	5	6	4	9	3
Appliances & Scrap Metal	20	16	21	23	24	144
Tires	1	1	0	2	2	1
Mixed Bulky	174	96	224	174	223	199
	197	118	251	203	258	347
RECYCLABLES						
Cardboard	500	531	486	507	630	652
Newspaper & Magazines	1,818	1,604	1,524	1,431	1,470	1,447
Glass	23	146	135	171	191	188
(Mixed Household) Metals	114	210	191	204	225	57
Plastics	85	86	85	84	91	70
	2,540	2,571	2,421	2,397	2,607	2,414

Each year Public Works submits town waste & recycling data to the Department of Environmental Protection in the form of a report known as the "Annual Solid Waste Management and Recycling Report for Municipalities." The table (on previous page) lists Scarborough's annual reported tonnage for MSW and various types of recyclables over the last 6 years.

An initial discussion about a *Pay as You Throw Program (PAYT)* was tabled in favor of council action to have a committee look at waste and recycling in a more comprehensive manner and then report back. To that end the energy committee worked with staff to review historical data and, from that information, provide a report. The report was delivered on February 17, 2016 and is titled "Final Report on Reducing Municipal Solid Waste." Highlights of the report include a need for additional public outreach and education about recycling as well as a need to explore food waste disposal options.

As a result of the report on May 1, 2016 three organic material drop-off sites were created. The sites are: Walmart-Scarborough, in front of the Maine Veterans Home on US Route 1 and Pine Tree Waste-Scarborough. These three sites diverted a little over seven tons of waste out of the trash stream during the last two months of the fiscal year.

I would like to voice my appreciation for the support received this year from the residents, town council and the town manager. I am always thankful for the recognition we receive for the work we do.

Respectfully submitted,

Michael Shaw
Public Works Director

Report from the

SCHOOL DEPARTMENT*To the Town Manager, Town Council, and Citizens of Scarborough:***Superintendent's Introduction**

Julie R. Kukenberger
Superintendent of Schools

I am so honored to have been selected by the Scarborough Public School Board as your Superintendent of Schools! The Scarborough community has warmly welcomed and supported me as I transition into this new role.

Incoming leadership can provide a new beginning that creates a unique opportunity for both the employee and the organization. In preparation for my role as Superintendent of Schools in Scarborough, I have developed an entry plan designed to discover strengths and identify opportunities for growth.

This year long entry plan will provide the framework for my objectives and activities from May 2016 through July 2017 by focusing on three fundamental questions:

1. *Who are we as a district?*
2. *Where do we need to go?*
3. *How will we get there?*

The transition interviews and activities outlined in this entry plan will enable me to quickly and effectively listen to and learn from a wide range of people involved directly and indirectly in the public education and the Scarborough community. In an effort to capitalize on this opportunity I have developed an entry plan consisting of four distinct phases developed around five focus areas.

Phase I: Transition	Phase II: Entry	Phase III: Data Analysis	Phase IV: Planning
<i>Pre-Entry</i>	<i>Listen and Learn</i>	<i>Dissemination of Entry Report</i>	<i>Synthesize, Build, Strategic Planning</i>
<i>May-June 2016</i>	<i>July-November 2016</i>	<i>December-January 2017</i>	<i>January-July 2017</i>

Students within the Scarborough Public Schools are clearly surrounded by dedicated, hardworking board members, leaders, and teachers who are committed to their success. The Scarborough Public Schools have much to be proud of and while it is important to celebrate successes, it is equally important to constantly look for ways to build upon achievements.

For a school district to effectively provide that opportunity, a mindset of continuous improvement is necessary. In addition, a system of shared leadership, support, and accountability, collaboratively developed with educators and community members, provides necessary guideposts to move a system toward excellence.

School Report Continued:

As you can imagine, I have much to learn about our district's strengths and areas where we can grow to ensure that all students are able to reach their full potential. I look forward to gathering input and perspectives from all

Respectfully Submitted,

Julie R. Kukenberger

Superintendent of Schools

2015-2016 Reflection

Jo Anne Sizemore, Assistant Superintendent

During the last school year, the school leaders, faculty, and staff worked hard to continue the progress under the 24 Month Improvement Plan (from the April 30, 2015 dialogue). A significant accomplishment is a shared student-centered learning vision. There have been several positive initiatives in the schools that benefit our students in becoming college and career-ready for the future. Our targets included strengthening our curriculum to meet the needs of all students while promoting rigorous standards, promoting a nurturing positive school culture and climate for all school community members, strengthening opportunities for community and civic learning for all K-12 students, and to engage the community with our schools. It was under the leadership of Dr. George Entwistle, Superintendent, that our schools were strengthened, rebuilt and improved focusing on what is best for all students of Scarborough. We wished Dr. Entwistle the best in his retirement plans, and welcomed Ms. Julie Kukenberger, our new Superintendent to our school system.

Also during the year, there was a strong district focus on professional development to promote growth and development of all staff to ensure a student-centered learning system to support all students.

Performance evaluation and Professional Growth (PEPG)

Scarborough Public Schools is continuing the implementation of the district-wide PEPG model for all educators. During the 2016-2017 school year, we will continue training all staff in the PEPG system, developing student learning objectives, writing goals, and selection or development of high quality assessments. All staff will complete a self-assessment, create a growth plan, and implement two professional goals.

Professional Learning Teams (PLT)

Scarborough Public Schools continues to use PLTs as a vehicle for collaborative action and inquiry. Again, this year, self-selected teams of educators will:

- Write inquiry questions and plans of action (addressing both content and pedagogy) that articulate what will be done to improve student learning.
- Share collective expertise, consult with district specialists and review research in the field to determine best practices for implementation.
- Implement quality instructional strategies in alignment with district curriculum guidelines/expectations and collect data to measure effectiveness.

School Report Continued:

- Demonstrate findings and recommendations with colleagues.
- Improve student learning while continuously learning as a professional.

Scarborough Public Schools is committed to the growth and development of all staff to ensure a student-centered learning system is in place to support all students.

Curriculum and Assessment 2016

Monique Culbertson, Director of Curriculum

The theme continues to be improvement. Our Professional Learning System focuses on improving teaching practices to improve student learning. Resources were maximized toward this effort. Resources such as time. Summer, after school, and time during the school day, (such as planning time) were all spent focusing on improving the curriculum and instruction. Summer included over 30 workshops and meetings where over 350 teacher participants came together to learn, practice, study, and plan. Another very important resource is our Instructional Coaching model where we have coaches in the areas of literacy, mathematics and technology, and 6-12 in the sciences and humanities. They continue to facilitate meetings, provide trainings, model lessons, and provide consults to teachers all in the effort to improve the quality of the learning for all students. These coaches provide support during the summer as well. The curriculum areas where we have coaches have shown the most growth in student performance.

The K-5 staff were in their second year of a new writing curriculum, a workshop model from the Teachers College in New York. Support in honing their instructional skills was provided during the summer and throughout the year. Significant gains in students' writing continue to be evident in this second year. Teachers were so excited about the gains in writing, that approximately half of the staff began implementing the new reading curriculum a year earlier than our planned outlined. They did so without any additional time added or allotted from their contracted hours.

We continue to make incremental improvements in the areas of Science and Social Studies as well as the other areas. The middle and high schools working collaboratively, with both moving towards a revised curriculum to better ensure that our students are college, career and civic ready as our resources allow.

Special Services 2016

Alison Marchese, Director of Special Services

Scarborough Public Schools Special Services team provides oversight of programming for Special Education, Gifted and Talented programs (GATES), English as a Second Language (ESL), and Section 504 services. Over 27% of the student population benefit from one or more of these programs. Some highlights from this past year included:

- **Recreational Swim Program** - Piloted a weekly swim program for our middle school and high school functional life skills students.
- **Section 504 Case Management** - Implemented a web based program to manage Section 504 documentation requirements.
- **Student Independence** – Continued fostering opportunities for students whose level of need requires adult support to become more independent.
- **GATES Internship Program** - Offered a series of three workshops for high school GATES students about career exploration and real world readiness.

School Report Continued:

- **Study Skills Instruction**- Piloted a new study skills model and curriculum for middle school special education students.
- **Study Skills Workshop Course** - Refinement of the high school Study Skills Workshop Course and grading rubric aligned to IEP goals.
- **Professional Development** - Staff participation in specialized reading instruction programs (Lindamood Bell).
- **Student Engagement** - Increased student understanding and participation with their I.E.P. meetings.
- **Regional Post-Secondary Program** - Student participation in a new regional post-secondary skills program for academic life skills students.
- **Behavior Interventions** - Increased support for all staff working with students with behavioral needs.
- **Positive Behavior Supports** - Training of building based teams for development of effective behavior interventions.
- **Public School Programming** - Transitioned four out of district students back to their public schools.
- **Social/Emotional Resources** - Provided additional psychological and behavioral consultation support for our social life skills programs.
- **Community Partnerships** - Increased local business involvement with supported employment opportunities of students with life skills curriculums.

Facilities 2016

Todd Jepson, Director of Facilities

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 1968 east wall have been completed.
- Both the maintenance parking lot and the alternative education parking lot were repaired and resealed.
- The teacher parking lot was crack-filled, resealed and restriped.
- ADA markings for visually impaired students have been positioned appropriately.
- All stairwell handrails have been repaired.
- Both the kitchen floor and the boys' locker room floor have been high-pressure steam cleaned.
- Crumbling pavement in front of the high school dumpster has been replaced with concrete.

Middle School Facilities and Maintenance

- Roof restoration (two roof sections) have been completed.
- Four cafeteria windows have been replaced with new aluminum storefront-style windows, as well as the windows in the Band Room.
- New teacher chairs were replaced (chairs were 21 years old).
- The Principal's conference room was repainted.
- The parking lot for the portables was crack-filled, and the drop-off lanes were restriped.

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

- Damage was repaired on the walls of room B231B and the room was repainted.
- The audio visual room off the Learning Commons had the green screen painted the appropriate green color for video production.
- The garden shed was power washed and painted.
- The crosswalks were restriped.

All Primary Schools Facilities and Maintenance

- All of the primary school received new student chairs and new teacher chairs.
- 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 was completed.

Blue Point Primary School:

- The kitchen had a new floor installed and received a complete paint job.
- Four classrooms received new carpeting and had hard surface flooring installed near the sinks and bathroom areas.

Pleasant Hill Primary School:

- The art room cubbies were removed and shelves were rebuilt.
- The main office reception desk was reconfigured.

Eight Corners Primary School:

- The main office was reconfigured to accommodate additional clinic space.
- The art room had some damaged flooring replaced.
- The mechanical space was cleaned and remediated due to water damage.

Transportation

Sara Redmond, Transportation Supervisor

In the Scarborough School Transportation Department, our mission is to transport students to and from school and other activities in a professional and safe manner.

Scarborough is one of the single largest school districts in southern Maine. We transport roughly 3,000 students a year covering 56 square miles. We transport to all of the Scarborough Schools and seven out-of-district schools. We employ 22 full-time drivers, 4 spare drivers, 4 education technicians, 1 dispatcher and 1 supervisor.

We have 27 school buses and 4 mini-vans traveling 450,000 miles a year. Traveling around the world is approximately 25, 000 miles, therefore we could travel around the world 18 times annually!

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In the Scarborough School Transportation Department, our mission is to transport students to and from school and other activities in a professional and safe manner.

School Report Continued:

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School Nutrition

Jo Anne Sizemore, Assistant Superintendent

Scarborough Public Schools was very excited to welcome a new director to our team, Peter Esposito. Mr. Esposito is the Nutrition Program Director for both Scarborough Schools and Cape Elizabeth Schools as this is a collaboration with both towns for a shared service. There have been several changes and new initiatives that Mr. Esposito has successfully implemented in our schools. Examples are that the salad /fruit/vegetable bars along with homemade breads, rolls, and baked goods have been expanded. There has been increased training and cross-training staff between both school districts to increase quality assurance for the prepared meals. Mr. Esposito believes that these improvements have increased staff morale and created a positive atmosphere in the kitchen.

Scarborough High School

David Creech, 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 schools are made with students' needs and interests as our primary consideration.

School Schedule – SHS has completed a two and a half year commitment to creating a student-centered schedule that meets the needs of all students. The new schedule will be implemented over a two year period with this year's focus being on two new programs. Academic Enrichment and Support Time (AEAST) and an Advisory Program have been included in this year's schedule. SHS will change from 7 to 8 periods next year with the details of the new schedule's format announced by the end of semester one.

Academic Enrichment & Support Time

The Academic Enrichment and Support Time is designed to provide students with a regularly scheduled time to access staff members for any of the following reasons:

- Academic support and/or enrichment
- Check in with a teacher(s) after an absence
- Make-up work from an absence
- Complete unfinished classroom assessments (homework, quizzes, tests, etc.)
- Connect with a staff member for support (academic, social, emotional, health & wellness needs)

Students are able to access staff through a pre-approved request or staff members may request a student meet with him or her as needed. AEAST is scheduled between the first and second block on Monday, Wednesday, Thursday, and Friday. AEAST will not be held on late start Wednesdays so that all of the academic classes can meet.

School Report Continued:**Advisory Program**

The SHS Advisor/Advisee Program will provide:

- 1. A caring adult who will guide, support, and encourage students throughout high school and,*
- 2. Activities that support the academic, social, emotional, health & wellness needs of all students.*

Program Details

Advisory will meet every Tuesday during Academic Enrichment & Support Time (AEAST).

Each month will include time for the following:

- Student check-in (grades, attendance, behavior, goals, etc.)
- Advisor led, team-building activity
- Building-based activities, presentations, and assemblies
- Information gathering following building based activities
- Advisor led, small group discussions
-

Technology Integration (1 to 1 Laptop Program) – Scarborough High School students and staff have been provided a Lenovo laptop computer with programs and software aligned to academic courses imaged on each device. A technology integration coach will continue to work with staff to help them integrate technology into the classroom.

Content Area Curriculum Development – SHS will continue to work toward the creation of a shared K-12 vision of the standards and learning goals that will be used to determine graduation requirements. Each content area will continue to align their curriculum to national and state standards. Graduation requirements will be created from the shared vision and will lead to common assessments, grading practices, and grade reporting for each course.

NEASC Accreditation

SHS is currently engaged in the first phase of the three phase accreditation process in which we are conducting reflective self-study. The three-phase accreditation process includes:

- A reflective 12-18 month self-study
- A four day on-site evaluation visit
- A multi-year follow-up process

The Meaning and Value of Accreditation

Accreditation of public schools by the New England Association of Schools and Colleges indicates that the educational institution has conducted a self-evaluation of all of its programs and hosted a visiting committee to assess the institution in terms of its own stated educational goals and the Standards for Accreditation. Schools must demonstrate that they meet these Standards throughout the decennial accreditation cycle and continually work toward school improvement in order to maintain accredited status.

Scarborough Middle School

Barbara Hathorn, Principal, Scarborough Middle School

The Scarborough Middle School staff continued to work diligently to improve teaching and learning consistent with the goals of the 24 Month Improvement Plan. 2015-2016 marked the second year of a major shift in our organizational structure and focus on student-centered learning. This shift in organizational structure has provided more equal access to student-centered teaching and learning for all students while effectively maximizing our limited resources.

School Report Continued:

Benefits of our reorganization and focus on student-centered learning continue to include:

- Teachers becoming experts at grade level standards
- Consistency in curriculum, expectations, and experiences
- Fewer transitions for students
- Grade level lunches
- Increased depth rather than breadth of curriculum
- A redesigned World Language Program focused on “learning to learn” a language

Some of the additional highlights from the 2015-2016 school year included:

- A revamped and improved RTI (Response to Intervention) System
- A redesigned Academic Center with a focus on improving Executive Functioning skills
- Teachers began the practice of tracking students’ Habits of Work
- Teachers started developing and using scales which are used to give feedback to students
- Teachers explored ways to increase student-centered learning at the middle school
- RISE (Remediate, Improve, Stretch, Excel), a customized learning block, was revamped to better meet student needs

Wentworth School

Kelli Crosby, Principal, Wentworth School

2015-16 marked our second year at the beautiful, healthy, state-of-the-art Wentworth School. It was an exciting year of ‘firsts’ in 2014-15 when we opened the doors to over 800 fortunate students and staff. Our second year offered the opportunity to refine procedures and protocols, recommit to our priorities, and continue to support high levels of learning for all students.

Teachers were afforded job embedded professional development by creatively scheduling meaningful opportunities for students. Students met with allied arts teachers for a monthly enrichment class, while teachers of literacy met for professional development and collaboration to support student learning using the new curriculum. The implementation of Units of Study for Writing has produced extraordinary results. Literacy implementation continues with Units of Study for Reading, and professional development as well as ongoing collaboration will remain a focus. Wentworth students also read over 24,000 books as part of our effort to increase reading fluency, stamina, and enjoyment.

Wentworth School continued its emphasis on helping students be ready to learn in a safe and inclusive environment. One way we nurtured a positive school culture and community was by recognizing more than 250 students over the course of the year who modelled and demonstrated respectful behaviors.

Finally, a highlight has been the effective use of 1:1 computing, interactive whiteboards, and hover cams in every classroom. This technology integration into content areas across the curriculum has added value for our learners and is one example of how we strive to maximize voice and choice in a student-centered learning environment.

Primary Schools: Eight Corners, Pleasant Hill, Blue Point Schools

Anne Lovejoy, Principal, Eight Corners School

Kelly Mullen-Martin, Principal, Pleasant Hill School and Blue Point School

The K-2 Phase has had another great start to the school year. We welcomed 585 students to our elementary buildings, including 194 Kindergarten students. Over 80 students participated in either Kindergarten Jumpstart or

School Report Continued:

Kindergarten Kamp to help them to prepare for the transition to Kindergarten. These are free programs offered by Scarborough Public Schools to establish a strong foundation for our youngest learners.

Our literacy implementation progresses with Units of Study for Reading in all three K-2 Schools. Teachers are engaged in intense and ongoing professional development to accomplish significant shifts in our approach to literacy instruction.

Our focus on Student-Centered Learning continues to be a priority. Teachers will be working to provide increased opportunities for students to have voice, choice, and age-appropriate ownership of their learning. Conferences will be conducted with students in attendance for the second year with a focus on goal-setting and celebrating success.

K-2 technology has been refreshed with new teacher laptops, chrome books for students, and the installation of projectors in our gymnasiums and libraries. Every classroom will have the capacity for one-to-one technology access for students. Teachers will be supported to integrate this increased capacity to enhance student learning on the spot!

Thanks to our generous Primary Parent Teacher Association, Buddy Benches have been installed at each K-2 school. Buddy Benches are used as a safe place for students to indicate that they are looking for a peer to play with. A protocol will be developed to teach students how to use the Buddy Bench to be kind and responsible school citizens.



Scarborough Sports Complex & High School

Report from the

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

Bruce W. Gullifer
Director

It is always a pleasure to submit the annual report on behalf of Community Services for fiscal year 2016.

In our ongoing mission to enrich the lives of our citizens, the focus of the Community Services Department is always shifting. As we move through the year, we are constantly preparing for the next season, trying to stay one step ahead of what programs and services our residents are going to want and need. These include year-round programs (e.g., before-school and after-school child care programs and weekly lunches and trips for 55+ participants) as well as seasonal offerings (e.g., fall soccer in September, basketball and indoor soccer in November, snow sports programs in January, and spring cross country in April).

In addition to recreational programming, Community Services organizes the town's annual special events, in January. Community Services also co-sponsors the six Concerts in the Park at Memorial Park in conjunction with the Scarborough Community Chamber of Commerce.

As you browse through this department's annual report submission, you will see that our staff handles the management of the Town's parks, trails, and three beaches (Pine Point Beach, Ferry Beach, and Higgins Beach) and administers all indoor and outdoor facility reservations within the town and schools. We also oversee Scarborough's community television stations from which all government meetings, selected school sporting events, and public service announcements are aired. Additionally, this is our fourth year of accepting U.S. Passport applications for the U.S. Department of State and managing the office as a Passport Acceptance Facility.

Due to the scope of our department's responsibilities, it is no surprise that Community Services is often called upon as "Project Manager" for many of the Town's capital improvement projects. During this fiscal year, we managed the move of the historic Danish Village Archway to Memorial Park, transferred and installed a permanent balsam fir tree in Memorial Park for the Annual Tree Lighting and Santa in the Park event, and completed the tri-generational (Tri-Gen) natural gas-fired generator at the municipal building. It's been a busy year!

And, finally, Community Services has been involved in the future hiring of a Sustainability Coordinator, a collaborative effort shared with Public Works and the Planning Department. From the Community Services' perspective, this individual will coordinate volunteers to monitor piping plover activity on Scarborough beaches.

It is with pleasure that I continue to serve the great residents of Scarborough, and I thank the many staff members who are employed in our department and who continue to help us in our commitment of managing and maintaining the beautiful assets we have in this town.

Respectfully Submitted,

*Bruce W. Gullifer, C.P.R.P.,
Director*

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

Run as a non-profit recreational program, Community Services offers morning and afternoon child care programs at each Scarborough school site. Our programs comply with all the recommendations in the *Licensing of Child Care Facilities* established by the State of Maine. Our ongoing mission is to promote the physical, mental, social, and emotional development of each child by providing a high-quality child care program. This program serves to enrich 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-School and After-School Care -- Grades K through 5

Morning care opened at 7:00 am at all of our Grades K-2 and Grades 3-5 school sites and in general was very low key. Many students brought their breakfast from home to enjoy prior to the start of school. Activities 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, participants were allowed to use electronic devices.



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

Club Teen After-School Care -- 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 each day. 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

Each year we offer a date night for parents in December. Parents could register their children for a fun night of pizza, crafts, active games, and movies, and could choose to get their holiday shopping done, take some time for themselves, or just enjoy a night out with friends. This activity is always a popular one!

Vacation Experience Camps

During the February vacation break we were scheduled to go sledding at a local golf course but had to cancel due to the lack of snow. The children got to take advantage of time at the Maine Warrior Gym, where everyone raced through a timed obstacle course built after the TV show *American Ninja Warrior*. The children with the fastest times of the day received a Maine Warrior Gym hat. Other trips included the Children's Museum in Portland and the Winslow Homer Auditorium at Scarborough High School to watch a movie. The children also worked on arts and crafts projects and spent time playing games in the gym during in-house days.

April Vacation was an action-packed week, each day filled to the maximum "excitement" allowance. Activities included a camp field trip to an afternoon Sea Dogs game against the Trenton Thunder, galactic bowling, and a trip to Jokers Family Fun Center. The week also included in-house activities, such as arts and crafts and active games in the gymnasium.

Community Services Report continued:**Summer Day Camp****Grades K-5 Summer Camp**

Community Services offered an 8-week extended summer day camp program. Parents were able to register children for 3-day or 5-day weeks, either for the full 8-week program or for individual weeks during the summer. This was our first summer running camp in the new Wentworth school.

This summer we took trips to Funtown/Splashtown, Story Land, 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.

Grades 6-9 Summer Camp

Grades 6-9 camp had another great summer. Our largest attended trip was canoeing on the Saco River with over 80 campers participating. Other popular field trips included Palace Playland, Mt. Cranmore, and Canobie Lake Park. The campers got a fair amount of physical activity throughout the summer with hiking trips to Bradbury Mountain, Mt. Agamentacus, and Pleasant Mountain. In-house activities included Game Show Day, the Olympics, and the Middle School Camp Amazing Race.

Summer Specialty Programs

During the summer we offered over 30 different camps from the end of June to the beginning of August. The majority of our camps were sports related; however, over the last couple of years the arts and technology camps have become the most popular. Camps such as All Day Clay and LEGO Robotics are some of the first programs to fill up when registrations begin. New this year was the adult 35+ soccer league, which drew in a crowd of close to 20 people on Sunday nights. It's a program we hope to see grow and become a regular in our program line-up.

Summer Specialty Programs

Summer is our busiest time of the year when we continued to offer over 30 different camps from the end of June to the beginning of August. We offered several summer sports camps which included soccer, basketball, track and field, baseball, football, tennis, lacrosse, wrestling, and volleyball. The majority of our camps were run by high school coaching staff, as they enjoy making contact with their potential future players early in their athletic careers. We also offered lessons for the following activities: Swimming, horseback riding, surfing, and stand-up paddle boards.

Youth Programs**Fall Programs**

The largest recreation program the Town of Scarborough offers is the fall soccer program, with just under 600 participants this past year. Another program that continues to grow is the field hockey program run by Kerry Mariello, Scarborough High School's varsity coach.

A new program offered this year was the middle school volleyball program. This program had two practices a week and traveled to other communities to compete in matches. Participants had fun while learning skills that would easily transfer to higher levels in this increasingly-popular sport.

Winter Programs

Basketball was our most popular winter program. This year we had over 425 participants in Grades Pre-K through 8. This program focused on skill development and social interactions with other players. The second highest in attendance was the Shawnee Peak ski program. With almost 100 participants, we traveled to the mountain on five Tuesday evenings for some fun night skiing and snowboarding.

Community Services Report Continued:

A new offering this year was indoor track, in which 30 children met and ran at the middle school indoor track. Another new program was our mini hoops basketball program in which participant's ages 2.5 to 4 were able to socialize with other children while learning the basic fundamentals of basketball. Other winter programs offered again this year included indoor soccer and the Sunday River ski program.

Spring Programs

With the popularity of our middle school ultimate Frisbee program and a desire from dedicated parents to see this program at the high school level, we were able to offer a new high school ultimate Frisbee program this year. This program had two practices during the week and traveled to surrounding communities to play against other teams. The youth wrestling program was reinvigorated this past spring thanks to the determination of varsity wrestling coach Deron Sharp. Other annual spring programs included cross country, mini hits baseball, and middle school ultimate Frisbee.

Volunteers

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

Adult Recreation Programs

Our most popular adult program by far continued to be open gym basketball. This program packed the Wentworth Gym on Tuesdays and Thursdays with players of all skill levels. Utilizing the new Wentworth Gym allowed for two games to be played simultaneously, resulting in increased participation. In the winter we offered an indoor soccer program in Plummer Gym, which kept a small but fun and enthusiastic group of adults active on Sunday nights. Spring brought summer basketball to the high school gyms with over 25 people attending. Other adult programs included Healthline fitness classes and tennis lessons.

This year we offered a summer session of open gym basketball. We had at least 15 adults playing every week. This program ran for eight weeks at the Wentworth Gym. We also offered an adult 35+ pick-up soccer league. This was offered in the winter and carried over into the spring, summer, and fall months. We typically had 15-20 adults register for each session.

We are always looking for new ideas and opportunities for adult recreation programming. We invite all residents to contact us with their suggestions.

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.

This program continued its partnership with local organizations, such as Camp Ketcha, Southern Maine Agency on Aging, Scarborough Terrace, and Maine Veterans' Home, to offer off-site programming. Camp Ketcha and Scarborough High School hosted our most successful program of weekly Wednesday lunches with after-lunch entertainment and/or educational lectures. Through our partnership with Southern Maine Agency on Aging we were able to provide discounted catered meals all year long.

New in 2015-16, we began offering a weekly drop-in activity center at Wentworth School, where seniors could enjoy coffee and light refreshments and the camaraderie of others. The drop-in center provided seniors with the

Community Services Report Continued:

opportunity to meet new people, play cards, cribbage, and other board games, as well as participate in some intergenerational programs with Wentworth School students and staff.

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 the sights, sounds, and flavors of Maine.

U.S. Passport Acceptance Facility

For the fourth year, Scarborough Community Services accepted U.S. passport applications on behalf of the U.S. Department of State. Even though we were down one acceptance agent, with five agents we were able to accept 665 applications during this fiscal year, surpassing last year's 643. Included in that total were passport applications accepted during our fourth annual Passport Day in Scarborough. Held in the municipal building on Saturday, March 5, we were able to accept 36 applications and assist at least 10 other citizens with preparing their own passport renewal applications. Community Services is pleased to offer passport acceptance service Monday through Thursday between the hours of 9:00 am and 3:00 pm. 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.

Special Events**SummerFest 2015**

Community Services held its 19th annual SummerFest on Saturday, August 29, 2015. Originally slated for Friday, August 21, rain ended up pushing the event to the following weekend. While the change did prevent some groups and vendors from attending, we were able to offer many of the same superb activities, raffles, dinner and dessert options, as well as entertainment and fireworks, all on one of the last beautiful summer nights of 2015. Some new offerings at this year's event included a selfie photo booth complete with goofy props, a juggling demo booth to raise funds for Haiti relief, and free child safety kits thanks to Fontaine Family Real Estate. Community Services staff roamed the sports complex during the event presenting a Trick-or-Trivia contest and offering small prizes to winners. Entertainment included a hilarious family-friendly hypnotism show as well as live music provided by the Montgomery Road Band. The night was capped off with an incredible fireworks show set to today's hit music.

Santa in the Park and Tree Lighting Ceremony

Replacing the tree lighting that used to take place in front of Town Hall, our annual Tree Lighting and Santa in the Park event was held at Memorial Park on Saturday, December 5, and we had a fantastic turnout of over 300 children and their families. The park and newly installed 30-foot balsam fir tree were decorated with beautiful Christmas lights. There were fire pits staged in the amphitheater so that people could stay warm as they waited for the fireworks show. Due to the popularity of the fire pits in the previous year, we added two more fire pits so that there were eight total to share amongst the crowd. To add to the excitement of the event, our Child Care staff held a drawing contest from which one lucky member of our before-school and after-school program was selected to ride down in a fire truck with Santa. The fire truck flashed its lights and played festive holiday music all the way down Durant Drive, where the contest winner and Santa were greeted by many enthusiastic families. During this event a very successful toy drive was held in conjunction with Project G.R.A.C.E., who distributed the gifts to local Scarborough families in need. Thanks to Scarborough Rotary Club, who handed out free hot chocolate and desserts from the concession stand, the cold weather did not prevent families and friends from spending time with Santa and enjoying the lighting ceremony. The Town Of Scarborough is excited to continue this tradition year after year!

WinterFest

In its 27th year, WinterFest had to be postponed until Monday, February 15, due to frigid conditions. The upside . . . the ice-cold conditions made for some excellent ice skating! The turnout was still impressive even though

Community Services Report Continued:

temperatures were below normal for February. The ice rink warming hut was fully stocked with delicious food and participants enjoyed plenty of fun activities for families and children alike. Free hot chocolate and delicious s'mores were offered by the bonfire, and the fire pits were crowded with festival goers warming up periodically throughout the day.

Festivities included events such as ice skating competitions, snow sculpture contests, a snowshoe obstacle course, human dogsled races, milk jug curling, and tractor rides. Children competed in ice skating events for the coveted title of WinterFest King or Queen while families competed in the WinterFest Family Olympics. The crowning of the WinterFest King and Queen concluded the event. Unfortunately, the fireworks show did not happen due to the windy conditions.

Other events throughout the day included the ever-popular raffle, a visit with Frosty, and an exciting ice cube hunt for the children. This year, the professional ice sculptor took his art to the next level and carved a Frosty ice throne for event goers to sit on for a fun photo-op. We look forward to seeing everyone out there January 2017!

Bunny Hop and Flashlight Egg Hunt

Both the Grades PreK-K and Grades 1-2 had their hunts during a sunny and mild day which helped double the attendance of previous years. The evening flashlight hunt for Grades 3-5 children also saw increased numbers. Each hunt offered the participants a chance to hunt for 1,000 toy-filled eggs and children could win special prizes if they found the larger "goose eggs." Of course, the Easter Bunny showed up to visit and take photos with the participants.

Concerts in the Park 2015

Motor Booty Affair

The year 2015 marked the 15th anniversary of Concerts in the Park. Started in 2000 by the Scarborough Community Chamber of Commerce, shows were first held on the lawn of the Scarborough Public Library where crowds of 40-50 was considered high attendance. Ten years ago the Chamber of Commerce and Scarborough Community Services teamed up and brought the shows to Memorial Park, where now a single show can draw in over 2,000 music lovers. This season also mark the 60,000th attendee in this short history that has brought people from over 24 separate communities to enjoy the music and amenities Scarborough has to offer.

Despite a few questionable weather forecasts this season, all shows were held outdoors and drew in over 6,000 attendees. This year's entertainment included Delta Knights (R&B, Blues, and Classic Rock and Swing), Guv'nors (Beatles and Best of the Rest), Motor Booty Affair (Ultimate Party Disco Band), American Ride (Country Rock), The Carmine Terracciano Band (Hit's from all Decades), and The Awesome (Best of the 80's). These bands brought and performed a large range and variety of musical styles and songs spanning over seven different decades. As in past years, free parking was available at the high school, free shuttle rides were provided to and from Memorial Park, and, of course, free entertainment. The Scarborough Rotary Club provided concessions once again. This year the Scarborough Fire Department and American Heart Association joined us at one show to demonstrate the new hands-only CPR to the beat of "Staying Alive." Coverage of this special show can be found at <https://youtu.be/S5s9mN0qcFE>.

Community Services Report Continued:

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 again next year!

Beach Management

Community Services oversees the day-to-day operation of the beach parking lots and boat launches for the town. Pine Point Beach, Ferry Beach, and Higgins Beach once again proved to be some of the best beaches in the state, as people from all over flocked to Scarborough.

This was the second year of offering kayak storage rental spaces at the boat launch in Pine Point. The rack allowed users the ability to store their kayaks at the boat launch and not have to haul them back and forth from home for the season. This year all eight spots were occupied and we started a wait list for future interest and possible expansion. We are planning to work with the Scarborough Harbor Committee in hopes to construct a new kayak rack and find an additional location.

Scarborough Community Television (SCTV)

From coverage of town meetings and politics to school-related activities, sports, and event, our SCTV staff ensures that residents have a close connection to what is happening in the Town of Scarborough. Live and pre-recorded programming is available around the clock on Time Warner Cable channels 2 and 3. Channel 2 focuses on Scarborough schools and community life, as well as public service announcements from local non-profits. Channel 3 focuses on all Town meetings. These meetings are also catalogued into digital format and are made available 24/7 on the Town's website through our video-on-demand system.

This year staff worked with the community to improve the quality of coverage of town events including meetings with SEDCO, the Scarborough Public Library, Scarborough Community Chamber of Commerce, Maine Audubon, and Scarborough Schools sports and arts booster groups. Improvements to the studio and broadcasting equipment were made, including the replacement of a monitor and a distribution amplifier for Console A, and staff training and development opportunities took place throughout the year.

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, plus varied airings of varsity sports, events at the library, and other outside programming of local interest.

Sponsorships

Community Services receives many generous donations from Scarborough area businesses, organizations, and individuals each year. These sponsorships assist the town in providing residents with annual special events, including SummerFest, the 55+ Barbecue, WinterFest, Tree Lighting Ceremony and Santa in the Park, and the Easter Egg Hunts.

Businesses provide cash donations through our sponsorship program or donate items through our Benefactor program, with items such as gift certificates, gift baskets, tickets, or small toys. Donations through the Benefactor program are given away as prizes at SummerFest and WinterFest. Larger items are auctioned off at our events with all proceeds helping to fund future special events.

We acknowledge all sponsorships, benefactors, and donors through our cable access channels, within our seasonal brochures, and on our website. For Gold and Platinum sponsors, we also engrave the name of the business on a public plaque at Scarborough Town Hall.

Community Services Report Continued:

Scarborough Community Services would like to acknowledge and thank the following sponsors, benefactors, and donors:

Sponsorship Program

Platinum (\$2,000): Project G.R.A.C.E., Town & Country Federal Credit Union; **Gold** (\$1,000): Mitchell's Electric, Prouts Neck Association, Saco & Biddeford Savings Institution; **Silver** (\$500): Fielding's Oil & Propane Co.; **Bronze** (\$250): American Legion Libby-Mitchell Post #76, Biddeford Savings, Bessey Commons, cPort Credit Union, Moody's Collision Centers, Nationwide Payment Solutions, Optimal Performance Physical Therapy, Pat's Pizza of Scarborough, Scarborough Dental Associates, Scarboro Muffler Center, Scarborough Lions Club, Michelle Raber and Robin Thurston for State Farm Insurance, Village Center Auto Care; **Friend** (\$100): Big 20 Bowling Center, F.A Bartlett Tree Experts, Katahdin Trust Company, Maine Warmers, Oak Hill Ace Hardware, P.A. Renovations.

Benefactor Program

Platinum (donations, services, or gifts worth \$2,000): Camp Ketcha, Project G.R.A.C.E., Scarborough Terrace; **Silver** (\$500): Five County Credit Union, Saco & Biddeford Savings Institution; **Bronze** (\$250): Pet Quarters, Shelly Rose Photography, Subway Sandwiches; **Friend** (\$100): Black Point Inn, Making Waves Hair Salon, Pizza Time of Scarborough; **Donors** (Less than \$100): Amato's Italian Sandwich Shop, Funtown/Splashtown USA, Gee & Bee Sporting Goods.



Scarborough Marsh

Report from the

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

*Nancy E. Crowell
Library Director*

It is my pleasure to report on the services and planning initiatives that filled our year.

STRATEGIC PLANNING

The Board of Trustees convened an ad hoc committee to draft a new three-year strategic plan for the period 2017-2019. Review and rewriting of the Vision, Mission, and Values statements was the first step in the year-long process.

Mission

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.

Vision

The Scarborough Public Library will be an innovative leader in implementing a variety of strategies to bring knowledge and promote learning opportunities for people of all ages.

Values

The Scarborough Public Library will:

- Be a vibrant spirited library that demands outstanding performance in all areas.
- Assist a broad population to access knowledge and information through diverse formats for both formal and independent education.
- Maintain a professional and highly skilled staff to assist with access to information and services.
- Use resources judiciously to provide a stimulating and welcoming atmosphere, and a variety of programs and spaces that serve as an anchor for the community.
- Serve as a proactive and courageous leader in the library community – keeping abreast of the latest technology while honoring and maintaining tradition.
- Engage and respectfully consult with community members to ensure that a broad population has a positive experience.

The Strategic Planning Committee prepared for their work by gaining an understanding of current and future trends in public library service using nationwide narratives, studies, and tapping the extensive expertise within our own Library's professional staff.

A survey was sent electronically to adults who had already provided their email addresses for library business. At the polls on November's election day, the Committee solicited additional addresses from voters who were willing to participate in the survey. A total of 665 surveys were returned and analyzed for trends, themes, and suggestions.

Throughout the spring, the Committee hosted focus groups of representatives from a variety of community interests who have a stake in the quality of library services. These included businesses, senior citizens, educators,

Scarborough Public Library Report Continued:

parents of children, teens, local government, town staff, community groups and service clubs, Friends of the Library, and Library staff. A workshop was also held with the Scarborough Town Council.

Using all the information gathered, the Committee identified themes which were then consolidated into four Strategic Priorities. Each priority was further divided into goals and measurable action steps to be implemented through the three-year span of the plan.

Strategic Priorities 2017-2019

- Provide access to high quality services and collections
- Promote life-long learning
- Engage the community in developing and promoting resources and partnership opportunities
- Provide a versatile, welcoming, and safe space that serves as an anchor for the community

Throughout the process, the Planning Committee, Board of Trustees, and Library Staff were gratified by the willingness of the community to participate in the process, share constructive ideas for our future, and express their belief that the public library should continue to have a strong presence in the community.

SERVICES AND PROGRAMS

While strategic planning was encouraging us to look to the future, our day-to-day activity kept us firmly engaged in the present. An annual review of usage, programs, and community outreach can be summed up simply: the Library is a busy place!

We continued our regular story times for preschoolers, reading groups for intermediate and middle schoolers, and for adults in the morning or evening. We hosted public affairs discussions, knitters, French language conversations, and writers' groups for youth and adults. We offered 550 programs to 11,190 attendees.

Our role as a technology hub for the general community continued to be an important service. Our public access computers, which were used over 11,000 times, are supported by a skilled adult and youth services staff who assisted with 8,338 questions ranging from how to download an electronic book to how to complete an online job application. We offered coding classes which awarded Maine State of Learning badges upon completion. We expanded our resources to include *Lynda.com* and additional e-book publishers. Our library family expanded with the adoption of four small robots which helped to teach coding to school-age children and served as charming ambassadors to all ages.

The Library is proud of the partnerships that we forged to enhance our services, strengthen the community, and leverage tangible and intangible resources. Our meeting room was used by community groups and businesses 145 times to host events ranging from homeowners' associations meetings to public education sessions on fraud prevention, Medicare planning, and Lyme Disease awareness. The Scarborough Chamber of Commerce and Scarborough Buy Local met at the Library and library services were made available to all employees of Scarborough-based businesses.

Volunteerism is embraced by our organization. In addition to our volunteer Board of Trustees, we were supported behind the scenes by 42 adults and young people who provided 1,305 hours of support services. Their duties ranged from cleaning DVD's and bookshelves to moving boxes of books. We are fortunate to have the very dedicated Friends of the Library who provided program and financial support. Their annual book sale was moved to the High School and raised over \$9,000 for the benefit of the Library. The Teen Advisory Board (TAB), made up of 16 youth in Grades 6 through 12, provided guidance and hands-on assistance with our teen programs. They helped to transform the Library for our popular Friday night, youth-only, "Lock-Ins".

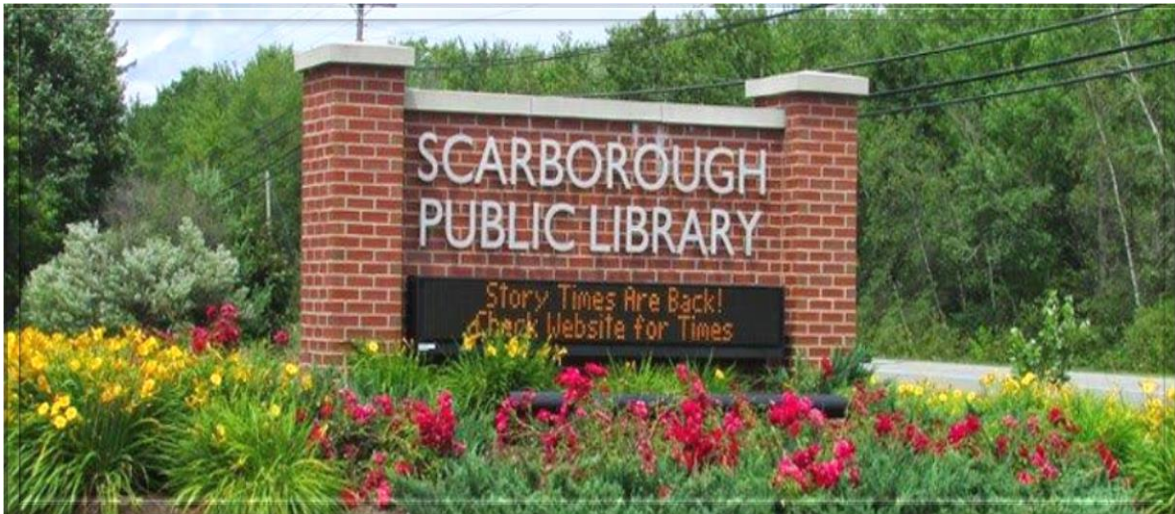
Scarborough Public Library Report Continued

Volunteering was reciprocated by our staff. Members of our staff assisted town committees and organizations including Buy Local, the Chamber of Commerce, and the Economic Vision Committee. We supported the initiatives of Project G.R.A.C.E., Scarborough Community Services, the Kindness Project, and the School Department's Health, Safety, and Security Advisory Team and the Arts Council. In addition, we actively participated in professional associations, humanities and arts councils, and emergency preparedness teams. These connections enabled us to leverage programs, funding, and information that translated into better and more informed services on behalf of our community.

It has been our pleasure to provide a broad range of services and programs this year. We will continue to benefit from an energetic community that supports the Library and has shared its ideas with us through the strategic planning process. We are grateful for this support. We pride ourselves in creatively stretching our resources with the goal to provide the very best services to our increasingly diverse community.

Respectfully Submitted,

*Nancy E. Crowell,
Library Director*



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.



*Kathy Mills
Executive Director*

Scarborough Land Trust (SLT) is pleased to provide this report to the Scarborough community.

The Benjamin Farm property, now named Pleasant Hill Preserve, remained a primary focus for the land trust this year. In late Fall 2014, we met the \$500,000 private fundraising goal for our \$2.5 million project to purchase and steward this 135-acre property in Pleasant Hill. We were overwhelmed by the community support, which speaks volumes about how much Scarborough residents care about land conservation. Over 400 people made generous contributions to save this property. Our sincere thanks to all who made this huge conservation success possible, including the Town through the Land Bond Fund. We purchased the land from Jerrerd Benjamin's children for \$2.225 million. Additional funds raised cover legal, survey and transaction costs, and provide essential stewardship funds to create public access and support land management. Once we purchase a property, our work as responsible stewards of the land just begins, and continues forever.

Our first order of business was to remove the remains of the old farmhouse on the property, which unfortunately was beyond repair. We also hired an environmental firm to conduct a Natural Resource Inventory, to identify important wildlife, wetlands, invasive plants, and any sensitive areas we need to avoid for permanent trails. We created a temporary trail for public access, and are designing a small parking area. On September 26, we hosted a Property Dedication and Community Celebration that included the installation of a kiosk and a permanent memorial to Mr. Benjamin. Our new name for the property celebrates this historic Scarborough neighborhood named for a natural feature of the land, and that has a rich farming and community heritage.

Over 50 people signed up for our new Neighborhood Stewardship Group for Pleasant Hill Preserve. This is a new



1st Work Party at Pleasant Hill Preserve

model to involve all ages in the care of conservation land in their neighborhood. We hope to replicate at our other properties. We held our first work party in June to begin clearing the extensive debris on the property. In May, Eddie Woodin led an early evening bird walk. In July and August we hosted walks on the temporary trail that attracted over 70 people.

As our conservation holdings increase, we are eager to connect more residents to Scarborough's natural heritage. Our Annual Meeting in March focused on the five rivers that meander through town, spotlighting the Nonesuch River, the largest source of fresh

Scarborough Land Trust Report Continued:

water for the Scarborough Marsh. In June and August, we hosted four bus tours for Piper Shores residents, to introduce them to scenic areas and public trails in eastern Scarborough.

Tickets to our fourth Fresh from the Farm dinner at Broadturn Farm on September 15 sold out in less than a week. Led by volunteers, this popular event provides needed funds to care for the land and buildings at our 434-acre Broadturn Farm property, which we lease to farmers John Bliss and Stacy Brenner. This year's dinner will help support a new roof on the English Barn, where farm camp and wedding receptions are held.

Scarborough's natural beauty is a vital community asset, and there is a lot to discover beyond the usual haunts. We encourage people to explore and enjoy our six properties with public trails – they are open year-round, dawn to dusk, for four-season, passive recreation. Free maps are available on our website, or you can call our office to request copies by mail.

It takes a community to do land conservation. We value our partnerships with the Town of Scarborough, its citizens, our volunteers and donors. Working together, we can continue to protect the landscapes that make Scarborough special.

Respectfully submitted,

Kathy Mills, Executive Director
Scarborough Land Trust



Temporary Trail at Pleasant Hill Preserve

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 developed an annual work plan in order to guide our efforts, some of which are discussed below.

Using GIS, the Commission began to complete a survey of parcels adjacent to previously identified Scarborough-owned conservation parcels (especially in the Nonesuch River corridor) in order to identify areas of contiguous potential conservation and open space. The Commission continues to work on this effort with significant input from the planning department.

On Earth Day, the Commission cosponsored a workshop at Piper Shores with the Scarborough Garden Club. The goal was to inform attendees on natural landscaping and permaculture. Jay Chace, Assistant Town Planner, spoke about compost and rain barrels available from the public works department. Other speakers included Lisa Fernandez from the Portland Resilience Hub, who spoke about permaculture (a method of developing organic soils without plowing or traditional methods or chemicals). The Portland Resilience Hub's permaculture program is the largest in the country. The other speaker, Lindsay Knapp a landscape designer from South Portland, spoke about using native plants in landscaping designs. About 50 people attended.

We also continued to be engaged on committees and aiding other committees, as possible. A Commission member continued to serve as chair of the Town's Pesticide Management Advisory Committee, or PMAC. The Commission also provided support review comments on several development proposals at the request of the Planning Board and Zoning Board of Appeals. Members from the Commission also attended and participated in the Scarborough All Boards and Committee's Summit II on May 28.

The Commission supported the Phillips Brook Watershed Management Plan project with a formal letter of support to the Council. This is an area that has been identified for residential and commercial development growth using low-impact development practices in the Town's Comprehensive Plan.

We are excited about the work we've done to date, and our continued efforts! On that note, stay tuned in the spring of 2016 for an upcoming workshop on composting resources within our Town, and a subsequent "barrel drive".

The Commission would like to thank Councilor Caterina, who serves as liaison to the Town Council, and especially our Planning Department staff liaison, Senior Planner Jay Chace, for his continued participation and enthusiasm in helping the Commission with its efforts.

Finally, the Commission would like to thank former members Sean Flaherty and Chris Herrick, who recently had to leave - your time and effort was much appreciated. We would also like to welcome our newest member, Ben Keller. We are currently short a few spots, so if you are interested in participating in our efforts, please consider joining us!

Respectfully submitted,

Peter Slovinsky, *Chairman, Iver Carlsen, Vice Chairman, Anton Bodor, Secretary & Suzan Nixon, Ben Keller, Commission Members*



Cover photo courtesy of Marc Lausier.