

Town of Scarborough

Annual Report

2019



Scarborough Town Council



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

PETER HAYES CHAIR 885-5512 5 Indian Hill Lane	KATY FOLEY VICE-CHAIR 730-2081 3 Lucky Lane	SHAWN BABINE 270-0439 1 Summerfield Lane
JEAN-MARIE CATERINA 318-3440 311 Gorham Road	WILLIAM DONOVAN 883-9168 9 Harmons Island	DONALD HAMILL 420-1116 3 Bayview Street
PAUL JOHNSON 749-4888 78 Mitchell Hill Rd	THOMAS J. HALL TOWN MANAGER 730-4030	

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Letter of Transmittal From The

TOWN MANAGER



*Thomas J. Hall
Town Manager*

To the Citizens of Scarborough:

It is my privilege to present to the citizens of Scarborough the annual report on the operations of the Town of Scarborough for the fiscal year ending June 30, 2019. 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 I find most noteworthy:

- **Public Safety Building Project** - The project moved from the design phase to bidding and construction. Through a competitive process, Landry/French Construction of Scarborough was the successful bidder. The budget was challenged from the beginning of the project due to a very tight labor market and cost of materials. Despite reducing costs by \$2.7M through value engineering efforts by the design team, the project was \$425,000 over budget before the contract was signed. The Town Council directed staff to proceed with the project despite this. Construction work commenced in October 2018, which caused additional costs related to winter conditions. Despite challenges to the budget, the construction phase of the project has proceeded as planned. Scarborough residents will be proud of the combined Public Safety Building as it will serve the needs of the community.
- **Comprehensive Plan Update**- The update to the Comprehensive Plan continued throughout this year, with Town departments and Committees contributing to the document. I am pleased with public input received to date and that the plan is emerging as a clear and coherent vision for the future of Scarborough. Following the drafting phase, the community will again be engaged for final review and input before the plan is finalized.
- **Affordable Housing**- The Town continued to advance affordable housing as a priority with two notable accomplishments this year. First, the Town approved an Affordable Housing TIF for the Bessey Commons II project that will provide 40 one-bedroom, rent-restricted apartments for seniors. Also, Avesta's Southgate project was opened which provides an array of affordable housing opportunities as well as historic preservation of an important structure. Finally, the Town was successful in negotiating significant in-lieu of fees that will be used to subsidize other affordable housing projects.
- **Contract Zoning**- The Town Council considered and approved three contract zone requests this year, one of which received sizeable public input. The first involved increasing the residential density to allow a multi-family project consisting of 288 luxury apartments off Haigis Parkway. The second related to a proposal to construct an Acura Dealership, Patriot Acura, on the corner of Payne Road and Haigis Parkway. The third request related to an expansion of independent living units at Piper Shores. The project, called The Meadows, considered the construction of up to 52 independent living units on Dorado Drive, across from the main campus. Abutters to the project expressed concern with the proposed use and months of discussion ensued. Ultimately the contract zone was approved. Based on this experience, the Town Council made changes to the contract zone process to ensure that abutters received proper and early notification of an applicant for a contract zone.
- **Growth Management** - The Town experienced an unprecedented amount of multi-family development this year. At the same time the School Department was experiencing high kindergarten enrollment. The Town undertook a detailed analysis to determine if there was a connection between the two and determined that 92% of the new students were coming from a unit that was five years or older.

In response to the enrollment challenges, the Board of Education and the Town Council collaborated on short-term solution to ease the overcrowding at the primary schools by authorizing the placement of modular classrooms at Eight Corners School and Pleasant Hill School. These modular were paid for using a combination of School Impact Fees and the capital budget.

- **Downtown Plan and TIF District-** Given the impending development of the Scarborough Downs property and its physical proximity to Oak Hill and the municipal campus, the Town created a “Downtown Plan” to ensure that development would be cohesive and complimentary. As part of this process the Town also created a “Downtown Tax Increment Financing (TIF) District” that applies to over 1000 acres in this area.
- **Scarborough Downs CEA-** Related to the Downtown TIF District, the Town partnered with the developers of the Downs through a Credit Enhancement Agreement that provides incentives to influence the desired mix of uses through a series of performance measures. In furtherance of the goal of influencing the type of development, the CEA also limited the total number of single-family units that can be built. These analyses considered the estimated cost to provide municipal and school services to the development to ensure that reimbursement of property taxes did not exceed our expected expenses. This agreement served as an important piece of collateral for the developer to secure private financing to begin the project. Progress of construction has been commenced in earnest with major infrastructure investment and a residential phase and light industrial phase already underway.
- **Revaluation** - The Town committed to a town-wide revaluation over a two-year period and selected KRT to administer this process. The industrial/commercial component of the revaluation was conducted first as these sectors were known to be the furthest from full value. This effort resulted in the industrial/commercial values increasing by an average of 34.2%. These new valuations took effect as of April 1, 2018. In the fall of this year we began the revaluation of residential portion of the tax base, comprising over 8000 parcels. This effort involved a “full measure and list” of each residential parcel.

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.

Respectfully submitted,

Thomas J. Hall, Town Manager



Report from the TOWN CLERK

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

It is with pleasure that I submit my report from the Town Clerk's Office for fiscal year July 1, 2018, through June 30, 2019

The following Elections were held:

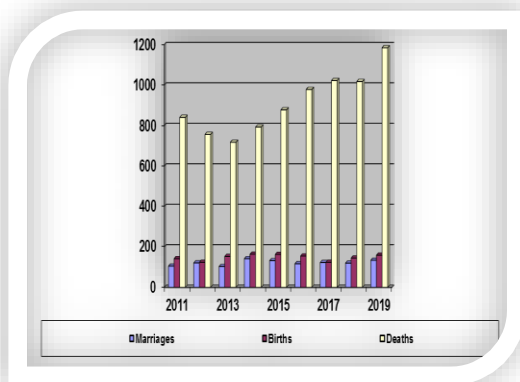
The Gubernatorial/Referendum Election and the Municipal Elections were held on Tuesday, November 6, 2018 and a Special Municipal Election to fill a vacancy on the Town Council and the School Budget Validation Referendum on the FY2020 Budget were held on Tuesday, June 11, 2019.

The Town Council holds two regularly scheduled meetings a month, except for July and August when the Council only holds one meeting each month. 31 meetings were scheduled over the course of a year with 6 meetings being canceled due to weather or no items for the agenda and 7 special meetings. In addition, there were a total of 41 public hearings.

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



*Yolande Justice
Town Clerk*



"During the past fiscal year a total of 134 marriage licenses were issued, 1,184 deaths and 159 births were filed with the Town Clerk's Office"

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



Town Clerk continued:

PERMITS & LICENSES ISSUED

5,466 Certified Copies	300 Burial Permits	20 Innkeeper's Licenses
6 Coin-Operator Licenses	144 Food Handler's Licenses	4 Junkyard Permits
15 Special Amusement License	7 Waste Hauler Permits	84 Garage/Yard Sale Permits
20 Innkeeper's Licenses	8 Massage Therapist Licenses	3 Mobile Home Park Operators License

CLAM LICENSES ISSUED

200 Residential Recreational License	(47 were sold to Non-Residents of Scarborough)	
20 Non-Resident Recreational License	140 Resident Complimentary	
14 Non-Resident Complimentary	31 Commercial Resident Student	
4 Commercial Non-Resident	1 Commercial Non-Resident Student	
10 Commercial Resident Student	371 Day Passes	2 Commercial Resident Over 60

Respectfully submitted,

Yolande "Tody" Justice, Town Clerk

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

FISCAL 2019 SEASONAL AND DAILY BEACH PASSES		
	Beaches	
July 2018	\$120,050.00	
August 2018	\$94,764.00	
September 2018	\$9,760.00	
Jan / May 2019	\$51,870.00	
June 20119	\$93,322.87	
Totals:	<u>\$372,786.87</u>	
	Boat Launch Fees	<u>\$11,786.25</u>
	Concession Stand	<u>\$6,400.00</u>
<hr/>		
Grand Total July 1, 2017, through June 30, 2018		\$348,883.30
Grand Total July 1, 2016, through June 30, 2017		\$331,190.50
Grand Total July 1, 2015 through June 30, 2016		\$345,074.70

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

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

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

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

Report from the

HUMAN RESOURCES & GENERAL ASSISTANCE OFFICE

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



Liam Gallagher
Human Resource Director

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

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

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

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

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

- The Town successfully completed the renewal application process for the Safety & Health Award for Public Employees (SHAPE). Originally awarded to the Town in 2014, the SHAPE award recognizes public sector employers who maintain an exemplary safety and health management system and distinguishes the Town as a model for workplace safety and health. Additionally, SHAPE recipients are exempt from DOL workplace inspections.
- Coordinated the 2019 Employee Appreciation and Recognition Party. We celebrated years-of-service milestones celebrating employees' dedicated service with the Town of Scarborough - 18 employees celebrated 18 to 30 years of service!
- Successfully negotiated Police and Dispatch contracts with insurance and retirement plan reforms.
- The Town hired 192 full-time, part-time and seasonal employees over the last year.

General Assistance

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

General Assistant Activity – Calendar Year 2017

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

<i>Interviews</i>	<i>Cases</i>	<i>People</i>
185	6	11

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.

Assistance Type	Total Benefit Provided
Housing	\$3,79.04
Heating	\$609.80
<i>Total Assistance</i>	<i>\$3,788.84</i>

Individuals and families who do not qualify for financial assistance are referred to local resources appropriate to their need(s), such as local food pantries, Visiting Nurses Association, Mercy Hospital, Project Grace, LIHEAP, local churches, Lion's Club, Knights of Columbus, and DHHS.

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

Thank you for the opportunity to serve the Town.

Respectfully submitted,

Liam Gallagher,
Director of Human Resources



Photography by Marc Lousier

Report from the

TECHNOLOGY & INFORMATION SERVICES

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



Don Begin
Information Systems Director

The Information Technology (IT) Department continues to focus on the reliable, secure and cost-effective delivery of technology services to meet the goals and objectives of the Town of Scarborough. It is important to note that the IT Department is a shared services organization that facilitates the technology needs of *both* the Town of Scarborough and Scarborough Public Schools. This model has resulted in a unified set of technology standards across Scarborough, and enables the greatest amount of flexibility to meet the evolving needs within the community of Scarborough.



Town of Scarborough

\$1,455,868 (.8% Growth)

Budget increase due primarily to new software adoptions
& existing software subscription cost increases

Scarborough Public Schools

1,265,348 (7.83% Growth)

Budget increase due primarily to end-of-life equipment purchases

The IT Department consists of 11 full-time employees providing services to 3,000 students, 1,300 employees & volunteers, and 16 sites throughout the Town and School District. This team maintains over 50 critical applications on a daily basis. The department also supports nearly 7,000 desktop, laptop and tablet devices used within departments and schools. In addition to user devices, this team also maintains a large number of digital projectors, media displays, security cameras, and other interactive devices. Wrapping up, the IT Department is responsible for an approved slate of special projects each year that are linked to Town and School District objectives.



Service Requests

3,700 total Service Requests made in FY19

87% Schools | 13% Town

The Town and School District websites serve as a vital communications tools. In FY19, there were over 136,000 unique visits to the websites generating 434,000 unique page views, with 38% of the annual web traffic generated from within the Town of Scarborough itself. The term “unique” refers to new users rather than repeat visitors. Our most-visited pages include Community Services, Assessing, Plans & Permits, and Recycling. This data emphasizes the importance of presenting our community with an up-to-date, relevant online experience. A major facelift of the Town website will be completed in Fall 2019, which will include upgrades to ease community and visitor navigation, updates to department content, and the release of several exciting features for all users. Finally, the new site is being designed with mobile users in mind, so that smartphones and tablets can be easily used, no matter what the size screen may be.

Website Traffic

136,000 visitors & 434,000 page views

Community Services, Assessing, Plans & Permits,
and Recycling pages were most visited



IT Department continued:

The IT department maintains the Scarborough fiber optic network system that connects 16 Town and School District facilities, as well as various Public Safety systems, including the traffic signal and street light systems. In addition, the IT Department supports the primary data center, as well as various servers, storage devices and utility control systems distributed throughout Scarborough. Wireless connectivity is provided in most sites so that employees, students and community guests can connect to internet-based resources in an uninterrupted manner.

Key projects completed successfully by the IT Department team over the course of 2018-2019 include:

- Transition and updates of common Scarborough phone system
- Planning and implementation of Public Safety systems
 - New radio-based fire alarm system
 - Re-engineered existing traffic signal network
 - Implementation of LED street light network
- Specifications for tech infrastructure in new Public Safety Building
- Computing, storage and efficiency upgrades within the Scarborough Data Center
- Upgrade of Scarborough Data Center backup and recovery services
- Replacement of Scarborough Data Center security and protection systems
- Life-cycle replacement of desktop and laptop computers used by students and employees



Leveraging technology within the Town and School District remains a key priority for the IT Department, as we seek to make public service to our residents, businesses and visitors more efficient, safe and easy.

Respectfully submitted,

Don Begin,
Information Systems Director



Photography by Marc Lousier

Report from the

FINANCE DEPARTMENT

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



Ruth Porter
Finance Director

It is with great pleasure that I submit the annual report on behalf of the Finance Department for the Fiscal Year 2018-2019.

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

Finance Department Oversees:

Accounting	Financial and Fiscal Policy Review and Monitoring
Accounts Payables	Fixed Asset Management and Reporting
Accounts Receivables	Grant Accounting and Management
Auditing	Investing
Budgeting	Payroll State and Federal Reporting for Town and School
Cash Management	Property Taxes
Capital Planning	Quarterly Financial Reporting
Excise Taxes	Debt Management Administration
Revenue Billing	Revenue Collections

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. Our goal is to provide valuable insight into the financial workings of the Town. The Finance Department oversees the managing and reporting of the accounting functions of general ledger, budget management, debt management, accounts receivable, accounts payable, and cash disbursements. Other functions of the department also include cash management, investments, and tax collection. Our department works to reduce liabilities and risks in order to protect the financial and personal interests of the residents, taxpayers, employees, investors and visitors of Scarborough. The Finance staff prepares in concert with an external audit firm, the Comprehensive Annual Financial Report that represents the financial condition of the Town of Scarborough. Additionally, the Department works closely with the Town Manager in the annual budget preparation work.

The Finance Department is comprised of the following offices and describes the related responsibilities:

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

Responsibilities continued:

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

Excerpts of the June 30, 2019 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 CAFR may be found on the Town's web site at <http://www.scarboroughmaine.org/acct/departments/finance/accounting> and scroll down to *Comprehensive Annual Financial Reports*.

We prepare quarterly revenue and expenditure and balance sheet reports for the Finance Committee. These reports are available on line at <http://www.scarboroughmaine.org/departments/finance/accounting> and scroll down to *Quarterly Financial Reports*.

Finance staff worked diligently in coordination with the Town Manager, the Town's Municipal Advisor, Joseph Cuetara from Moors and Cabot, Boston, MA and Bond Counsel, Bernstein, Shur, Sawyer & Nelson, Portland ME in preparing and issuing bonds for capital improvement projects. In fiscal 2019, the Town issued \$7,380,000 in bonds. Both Moody's Investor Services and Standard and Poor's (S&P) assigned ratings on these bonds. Moody's assigned their Aa3 rating to this bond and re-affirmed the Aa3 rating for all of Scarborough's outstanding debt with stable outlook to this bond issue and for all of the Town's outstanding debt. S&P assigned their AA+ rating and re-affirmed the Town's AA+ rating. Both bond rating documents can be found at <http://www.scarboroughmaine.org/departments/finance/accounting> and scroll down to *Bond Rating Documents*.

The \$7,380,000 bond proceeds plus premium will be used to fund:

- \$2,157,536 Municipal Projects
- \$1,172,684 Municipal Equipment
- \$3,374,414 Public Safety Building
- \$ 675,366 School Projects or Equipment

I am pleased to report that the Finance staff, working with information systems department, began planning for online payment services, which will give citizens the opportunity to make payments via the Town website. We anticipate rolling out this functionality for citizens to pay their property taxes online by the end of 2019 with further plans to expand this service for other payment types in fiscal year 2020. The citizens of Scarborough have asked for this service and we acknowledged their request. I am proud to provide the citizens with this service that was requested.

During this fiscal year, we also conducted a proposal for investment banking services ever vigilant of the Town's fiscal policy. We met with several banks to review their proposals on how they could best invest the Town's current portfolio. We selected three banks for review. After the meetings, follow up presentations, strategy decisions, many discussions and reviewing all the banks' information, we made our decision confident that Scarborough's funds would be safely invested and maintained.

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.

Finance continued:

The Town of Scarborough's Finance Department was awarded the distinguished *Certificate of Achievement for Excellence in Financial Reporting* for the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2018 from the Government Finance Officers Association of the United States and Canada. This is the fourteenth consecutive year that the Town of Scarborough has submitted and achieved this outstanding award. A Certificate of Achievement is valid for a period of one year only. We believe that our fiscal year ending June 30, 2019 comprehensive annual report will continue to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for this certificate.

The department's continuous goals are:

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

The Finance Department works in tandem with the Assistant Town Manager in the purchasing functions for the Town. We work closely with the Town Finance Committee, the Town Manager and all the Town Departments supporting their accounting and budgeting needs as well as assisting in the gathering of benchmarking data. The Finance Accounting Office works with Human Resource and School Departments supporting their Federal and State reporting needs.

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

It is a pleasure to work with each of the Finance team who provide quality and friendly service to all our customers. I have a wonderful team. My Deputy Finance Director, Gina Clukey, recently received her Treasurer certification. The final step in the process is for the Town Council to approve her appointment as Treasurer. Congratulations to Gina on her accomplishment!

I applaud all the Town Officials, Manager, Committees, Department Heads and Staff for their dedication enabling Scarborough to be the great place it is to live and prosper.

Respectfully submitted,

Ruth Porter,

Finance Director/Tax Collector/Treasurer Director

AUDIT FOR YEAR ENDING JUNE 30, 2019

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, 2019

	Governmental Activities	Component Unit Public Library
ASSETS		
Cash and cash equivalents	\$ 25,022,359	234,743
Investments	15,307,990	659,209
Receivables:		
Accounts, net	795,841	-
Intergovernmental	724,709	-
Taxes receivable	230,667	-
Tax liens	891,116	-
Tax acquired property	7,231	-
Prepays		33,223
Inventory	71,088	1,372
Notes receivable	965,964	-
Capital assets, not being depreciated	18,900,700	-
Capital assets, net	134,075,129	640,424
Total Assets	196,992,794	1,568,971
DEFERRED OUTFLOWS OF RESOURCES		
Deferred charge on refunding	1,912,964	-
Deferred OPEB items	271,417	
Deferred pension items	3,168,452	-
Total deferred outflows of resources	5,352,833	-
LIABILITIES		
Accounts payable and other current liabilities	7,335,363	15,671
Accrued payroll and other related liabilities	5,205,749	47,583
Unearned revenues	52,947	-
Accrued interest	608,795	-
Noncurrent liabilities:		
Due within one year	7,519,707	-
Due in more than one year	118,247,972	-
Total Liabilities	138,970,533	63,254
DEFERRED INFLOWS OF RESOURCES		
Deferred OPEB items	537,545	-
Deferred pension items	1,266,570	-
Total deferred inflows of resources	1,804,115	-
NET POSITION		
Net investment in capital assets	57,341,865	640,424
Restricted for:		
Nonexpendable trust principal	172,608	133,279
Expendable trust - income portion	98,360	-
Town grants and projects	717,366	-
Education	552,421	-
Unrestricted (Deficit)	2,688,359	732,014
Total Net Position	\$ 61,570,979	1,505,717

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE
Balance Sheet
Governmental Funds
June 30, 2019

Statement 3

	General	Haigis Parkway Assessments	Public Safety Bldg Construction	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 12,497,354		11,508,500	1,016,505	25,022,359
Investments	8,113,153			7,194,837	15,307,990
Receivables:					
Accounts, net	707,972			87,869	795,841
Intergovernmental	280,454			444,255	724,709
Taxes receivable	230,667			-	230,667
Tax liens	891,116			-	891,116
Interfund loans receivable	2,459,044			1,106,973	3,566,017
Tax acquired property	7,231			-	7,231
Inventory	27,679			43,409	71,088
Notes receivable	-	965,964	-	-	965,964
Total assets	\$ 25,214,670	965,964	11,508,500	9,893,848	47,582,982
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable and other current liabilities	4,582,112		1,021,950	1,731,301	7,335,363
Accrued payroll and other related liabilities	5,205,749			-	5,205,749
Accrued compensated absences	153,640			-	153,640
Interfund loans payable	-	2,951,105		614,912	3,566,017
Unearned revenues	52,947	-		-	52,947
Total liabilities	9,994,448	2,951,105	1,021,950	2,346,213	16,313,716
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue-property taxes	913,993	-	-	-	913,993
Total deferred inflows of resources	913,993	-	-	-	913,993
Fund balances:					
Nonspendable Permanent Fund Principal				172,608	172,608
Nonspendable Inventory	27,679			43,409	71,088
Restricted for Town	2,951,105		10,486,550	815,726	14,253,381
Restricted for Education	199,778			-	199,778
Committed - General Fund	441,099			-	441,099
Committed - Education	-			444,460	444,460
Committed - Special Revenues	-			6,305,470	6,305,470
Assigned - General Fund	2,122,165			-	2,122,165
Assigned - Education	352,643			-	352,643
Unassigned Town	8,211,760	(1,985,141)		(234,038)	5,992,581
Total fund balances	14,306,229	(1,985,141)	10,486,550	7,547,635	30,355,273
Total liabilities, deferred inflows of resources and fund balances	\$ 25,214,670	965,964	11,508,500	9,893,848	
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.					152,975,829
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.					913,993
Deferred charge on refunding is not a financial resource and, therefore, is not reported in the funds					1,912,964
Long-term liabilities, including related deferred inflows and outflows, are not due and payable in the current period and therefore, are not reported in the funds.					
Bonds payable, including issuance premiums					(109,322,073)
Capital leases					(49,567)
Accrued interest					(608,795)
Landfill liability					(394,534)
Other postemployment benefits liability with related deferred inflows and outflows of resources					(8,412,766)
Net pension liability with related deferred inflows and outflows of resources					(3,132,210)
Accrued compensated absences					(2,667,135)
Net position of governmental activities					\$ 61,570,979

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, 2019

	General	Haigis Parkway Assessments	Public Safety Bldg Construction	Other Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	\$ 72,029,379	-	-	111,000	72,140,379
Licenses and permits	864,305	-	-	-	864,305
Intergovernmental	10,990,668	-	-	1,489,495	12,480,163
Interest earned	286,272	25,332	239,329	188,186	739,119
Donations	-	-	-	341,650	341,650
Sale of lots	-	-	-	4,620	4,620
Assessments and impact fees	-	-	-	2,695,637	2,695,637
Other	6,605,578	-	170	2,963,960	9,569,708
Total revenues	90,776,202	25,332	239,499	7,794,548	98,835,581
Expenditures:					
Current:					
General government	6,420,657	-	-	-	6,420,657
Public services	4,724,209	-	-	-	4,724,209
Public safety	11,578,527	-	-	-	11,578,527
Public works	7,006,492	-	-	-	7,006,492
Education	52,182,175	-	-	2,910,238	55,092,413
County tax	2,827,079	-	-	-	2,827,079
Debt service	5,599,113	-	-	-	5,599,113
Capital improvements	1,459,518	-	7,446,139	5,834,485	14,740,142
Other	-	-	-	3,099,324	3,099,324
Total expenditures	91,797,770	-	7,446,139	11,844,047	111,087,956
Excess (deficiency) of revenues over expenditures	(1,021,568)	25,332	(7,206,640)	(4,049,499)	(12,252,375)
Other financing sources (uses):					
Transfers in	793,221	313,325	-	261,629	1,368,175
Transfers out	(344,527)	(370,000)	-	(653,648)	(1,368,175)
Premium received on issued bonds, net of issuance costs	423,393	-	125,586	216,180	765,159
General obligation bonds	690,426	-	3,374,414	3,315,160	7,380,000
Total other financing sources (uses)	1,562,513	(56,675)	3,500,000	3,139,321	8,145,159
Net change in fund balances	540,945	(31,343)	(3,706,640)	(910,178)	(4,107,216)
Fund balances (deficit), beginning of year,	13,765,284	(1,953,798)	14,193,190	8,457,813	34,462,489
Fund balances (deficit), end of year	\$ 14,306,229	(1,985,141)	10,486,550	7,547,635	30,355,273

See accompanying notes to financial statements.

TOWN OF SCARBOROUGH, MAINE
General Fund
Comparative Balance Sheets
June 30, 2019 and 2018

	2019	2018
ASSETS		
Cash and cash equivalents	\$ 12,497,354	13,948,390
Investments	8,113,153	3,962,077
Receivables:		
Taxes receivable	230,667	183,262
Tax liens	891,116	753,888
Accounts receivable , net	707,972	711,768
Intergovernmental	280,454	297,184
Inventory	27,679	28,179
Interfund loans receivable	2,459,044	2,766,235
Tax acquired property	7,231	7,231
Total assets	\$ 25,214,670	22,658,214
LIABILITIES AND FUND BALANCE		
Liabilities:		
Accounts payable and other current liabilities	4,582,112	2,568,884
Accrued payroll and other related liabilities	5,205,749	4,922,906
Accrued compensated absence (current)	153,640	213,160
Unearned revenues	52,947	344,492
Total liabilities	9,994,448	8,049,442
DEFERRED INFLOWS OF RESOURCES		
Unavailable revenue-property taxes	913,993	843,488
Total deferred inflows of resources	\$ 913,993	843,488
Fund balance:		
Nonspendable inventory	27,679	28,179
Restricted - Town	2,951,105	3,147,815
Restricted - Education	199,778	332,983
Committed - Town	441,099	393,512
Assigned - Town	2,122,165	1,975,852
Assigned - School	352,643	500,000
Unassigned - Town	8,211,760	7,386,943
Total fund balance	14,306,229	13,765,284
Total liabilities, deferred inflows of resources and fund balance	\$ 25,214,670	22,658,214

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, 2019
(with comparative totals for June 30, 2018)

		2019					
	2018 carryforward	Budget	Total Available	Actual	Variance positive (negative)	2018 Actual	
Revenues:							
Taxes:							
Property taxes	\$ -	65,663,155	65,663,155	65,402,905	(260,250)	62,014,589	
Change in deferred property tax revenue	-	-	-	(70,505)	(70,505)	(57,400)	
Excise taxes	-	5,879,700	5,879,700	6,365,716	486,016	5,934,862	
Cable franchise tax	-	200,984	200,984	219,247	18,263	208,117	
Interest and costs on taxes	-	104,775	104,775	112,016	7,241	106,100	
Total taxes	-	71,848,614	71,848,614	72,029,379	180,765	68,206,268	
Licenses and permits:							
Plumbing fees	-	45,000	45,000	44,430	(570)	64,106	
Fees and Permits	-	158,430	158,430	160,884	2,454	162,474	
Building permits	-	475,000	475,000	482,041	7,041	583,848	
Electrical permits	-	60,000	60,000	70,737	10,737	70,639	
Zoning Board of Appeals	-	7,000	7,000	6,386	(614)	7,250	
License plate fees	-	60,900	60,900	61,271	371	60,437	
Subdivision fees	-	25,000	25,000	38,556	13,556	(9,313)	
Total licenses and permits	-	831,330	831,330	864,305	32,975	939,441	
Intergovernmental:							
Education state subsidies	-	2,744,404	2,744,404	2,596,959	(147,445)	2,055,549	
FEMA reimbursement	-	-	-	74,364	74,364	-	
Federal HIDTA revenues	-	192,500	192,500	206,980	14,480	181,892	
State Revenue Sharing	-	876,575	876,575	912,219	35,644	850,349	
Homestead exemption	-	973,151	973,151	973,151	-	764,666	
Business equipment tax exemption	-	773,983	773,983	774,383	400	691,748	
LRAP (Local Road Assistance Program)	-	321,816	321,816	322,124	308	324,412	
ecomaine payment in lieu of taxes	-	71,450	71,450	71,450	-	71,450	
General assistance reimbursement	-	11,025	11,025	2,652	(8,373)	10,135	
Adult education State subsidies	-	31,000	31,000	28,326	(2,674)	27,206	
Other Federal and State revenues - School	-	251,000	251,000	202,247	(48,753)	241,771	
Other Intergovernmental revenues - Town	-	543,786	543,786	732,563	188,777	538,749	
Total intergovernmental	-	6,790,690	6,790,690	6,897,418	106,728	5,757,927	
Interest earned	-	50,000	50,000	286,272	236,272	133,021	
Unclassified:							
School Department miscellaneous	-	325,500	325,500	295,160	(30,340)	256,673	
Adult education	-	58,500	58,500	61,406	2,906	50,942	
Community services	-	1,991,300	1,991,300	2,121,317	130,017	2,038,215	
Insurance reimbursements	-	35,000	35,000	165,177	130,177	129,074	
Public Violations	-	71,500	71,500	93,529	22,029	99,176	
Special duty police/fire	-	89,500	89,500	92,956	3,456	140,861	
Inspection/review fees	-	177,300	177,300	144,747	(32,553)	180,229	
Rescue donations	-	1,000,000	1,000,000	1,000,000	-	900,000	
Rental income	-	119,363	119,363	121,074	1,711	115,962	
Sale of Town-owned property	-	114,500	114,500	96,626	(17,874)	54,317	
Salary reimbursement	-	1,348,909	1,348,909	1,313,468	(35,441)	1,080,764	
Vehicle fuel reimbursement	-	355,518	355,518	378,931	23,413	264,379	
Vehicle maintenance reimbursement	-	608,375	608,375	560,952	(47,423)	494,028	
Miscellaneous	-	153,255	153,255	160,235	6,980	20,384	
Total unclassified	-	6,448,520	6,448,520	6,605,578	157,058	5,825,004	
Total revenues	-	85,969,154	85,969,154	86,682,952	713,798	80,861,661	

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

Exhibit A-2, Cont.

	2018 carryforward	2019			Variance positive (negative)	2018 Actual
		Budget	Total available	Actual		
Expenditures:						
Current:						
General government:						
Town Council	\$ -	11,573	11,573	11,573	-	11,573
Administration	5,030	471,906	476,936	466,965	9,971	506,307
Town Clerk	-	205,368	205,368	216,991	(11,623)	214,608
Human resources	-	292,931	292,931	287,101	5,830	258,555
Personnel benefits	-	465,745	465,745	492,527	(26,782)	542,968
Finance	8,109	385,520	393,629	375,112	18,517	371,078
Taxation/Treasury	-	393,323	393,323	405,290	(11,967)	368,300
Assessing	5,000	312,759	317,759	289,906	27,853	259,539
Management information systems	26,688	1,444,398	1,471,086	1,393,661	77,425	1,162,099
Planning	20,052	1,056,153	1,076,205	951,804	124,401	973,273
General government	-	118,153	118,153	115,266	2,887	99,778
Legal	-	105,000	105,000	277,522	(172,522)	177,830
Risk management	-	612,062	612,062	724,313	(112,251)	655,156
Municipal Building	3,850	341,627	345,477	379,829	(34,352)	342,465
Oak Hill Professional Bldg	-	29,933	29,933	31,627	(1,694)	27,002
Public information	85	3,400	3,485	2,260	1,225	3,530
Outside agencies	-	12,500	12,500	12,500	-	20,500
Total general government	68,814	6,262,351	6,331,165	6,434,247	(103,082)	5,994,561
Public services:						
Library	-	1,152,091	1,152,091	1,152,091	-	1,130,246
Public health and welfare	-	32,314	32,314	19,514	12,800	31,702
Tax Rebates (Credit Enhancement Agree)	-	707,584	707,584	743,940	(36,356)	764,844
Economic Development Corporation	-	240,693	240,693	239,311	1,382	233,378
Community services	9,291	2,461,721	2,471,012	2,569,353	(98,341)	2,415,964
Total public services	9,291	4,594,403	4,603,694	4,724,209	(120,515)	4,576,134
Public safety:						
Fire Department	10,952	3,371,337	3,382,289	3,279,692	102,597	3,104,505
Emergency Management	-	40,601	40,601	38,163	2,438	41,725
Emergency Medical Services	8,896	1,883,155	1,892,051	1,818,764	73,287	1,737,853
Marine resources	12,806	88,285	101,091	96,718	4,373	76,629
Police Department	127	6,572,934	6,573,061	6,345,190	227,871	6,260,005
Total public safety	32,781	11,956,312	11,989,093	11,578,527	410,566	11,220,717
Public works:						
Public Works Department	28,958	3,001,126	3,030,084	3,248,531	(218,447)	2,893,053
GIS/Engineering services	-	108,802	108,802	109,079	(277)	113,504
Vehicle maintenance	-	1,838,708	1,838,708	1,813,583	25,125	1,899,352
Water charges	-	224,500	224,500	241,634	(17,134)	221,489
Street lighting	-	81,000	81,000	87,635	(6,635)	166,669
Traffic signals	-	116,610	116,610	100,961	15,649	113,238
Cemetery care	-	18,100	18,100	21,297	(3,197)	15,130
Memorials	-	8,042	8,042	8,438	(396)	3,760
Shade trees	-	3,000	3,000	490	2,510	2,532
Solid waste program	3,719	1,342,900	1,346,619	1,374,844	(28,225)	1,321,047
Total public works	32,677	6,742,788	6,775,465	7,006,492	(231,027)	6,749,774
Education:						
Adult education	-	188,501	188,501	184,654	3,847	173,329
Regular instruction	-	28,899,228	28,899,228	28,614,690	284,538	27,518,741
Improvement of instruction	-	865,376	865,376	774,247	91,129	782,536
Special services	-	4,379,082	4,379,082	4,294,992	84,090	4,041,556
General & special administration	-	254,911	254,911	261,332	(6,421)	238,132
Board of education	-	30,271	30,271	27,845	2,426	27,635
Office of the superintendent	-	720,653	720,653	724,478	(3,825)	685,850
Business administration	-	2,186,963	2,186,963	2,168,233	18,730	2,133,257
Transportation	-	1,644,458	1,644,458	1,657,656	(13,198)	1,503,435
Operation and maintenance of plant	-	3,854,490	3,854,490	3,689,726	164,764	3,596,775
Debt service	-	5,691,072	5,691,072	5,691,072	-	5,614,407
Total education	-	48,715,005	48,715,005	48,088,925	626,080	46,315,653

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

	2019					2018 Actual
	2018 carryforward	Budget	Total available	Actual	Variance positive (negative)	
Expenditures, continued:						
Current, continued:						
County tax	\$ -	2,827,079	2,827,079	2,827,079	-	2,709,666
Debt service (excluding education):						
Principal	-	3,798,979	3,798,979	3,798,979	-	3,775,139
Interest and other costs	-	1,780,925	1,780,925	1,800,134	(19,209)	1,098,716
Total debt service	-	5,579,904	5,579,904	5,599,113	(19,209)	4,873,855
Capital improvements	467,739	1,408,321	1,876,060	1,459,518	416,542	766,814
Total expenditures	611,302	88,086,163	88,697,465	87,718,110	979,355	83,207,174
Excess (deficiency) of revenues over expenditures	(611,302)	(2,117,009)	(2,728,311)	(1,035,158)	1,693,153	(2,345,513)
Other financing sources (uses):						
Transfers in	-	891,350	891,350	793,221	(98,129)	877,657
Transfers out	-	(313,325)	(313,325)	(344,527)	(31,202)	(290,540)
General obligation bonds	-	891,050	891,050	690,426	(200,624)	672,585
Refunding bond issued	-	-	-	-	-	-
Premium received on refunded bonds, net of issuance costs	-	-	-	-	-	-
Premium received on issued bonds, net of issuance costs	-	-	-	423,393	423,393	606,146
Payment to refunding bond escrow agent	-	-	-	-	-	-
Use of Bond Premium	-	514,450	514,450	-	(514,450)	-
Overlay	-	(672,280)	(672,280)	-	672,280	249
Total other financing sources (uses)	-	1,311,245	1,311,245	1,562,513	251,268	1,866,097
Net change in fund balances - budgetary basis	(611,302)	(805,764)	(1,417,066)	527,355	1,944,421	(479,416)
Utilization of prior year surplus and carrying balances	611,302	805,764	1,417,066	-	(1,417,066)	-
Total Utilization of Fund Balance and Carry forwards	-	-	-	527,355	527,355	(479,416)
Reconciliation to GAAP basis:						
Change in current portion of accrued compensated absences				13,590		(40,088)
Fund balances, beginning of year				13,765,284		14,284,788
Fund balances, end of year				14,306,229		13,765,284

TOWN OF SCARBOROUGH, MAINE
Statement of Changes in Long-term Debt
For the year ended June 30, 2019

	Interest rate	Final maturity date		Annual principal payments	Balance beginning of year	Current Year		Balance end of year
<u>General Obligation Bonds</u>								
2009 Capital Improvements	Varies	2019	\$	310,000 to 2019	310,000	-	310,000	-
2009 Bond Refunding	3.00%	2020		115,000 in 2020	300,000	-	185,000	115,000
2010 Capital Improvements	Varies	2031		345,000 to 2021				
	Varies			280,000 to 2026				
	4.00%			100,000 to 2031	2,935,000	-	345,000	2,590,000
2011 Capital Improvements	Varies	2031		355,000 to 2021				
	Varies			115,000 to 2026				
	Varies			110,000 to 2031	2,190,000	-	355,000	1,835,000
2012 Capital Improvements	4.00%	2042		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	39,225,000	-	2,825,000	36,400,000
2013 Capital Improvements	3.00%	2043		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	22,365,000	-	765,000	21,600,000
2014 Capital Improvements	2.00%	2034		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	3,760,000	-	700,000	3,060,000

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>									
2015 Capital Improvements	4.00%	2035	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						
	3.00%		150,000 in 2035	4,605,000	-	430,000	4,175,000		
2016 Capital Improvements	2.00%	2036	1,035,000 in 2019						
	2.00%		785,000 in 2020						
	2.00%		780,000 in 2021						
	2.00%		465,000 in 2022						
	2.00%		435,000 in 2023						
	2.50%		430,000 in 2024						
	3.00%		395,000 to 2026						
	3.00%		340,000 in 2027						
	4.00%		335,000 in 2028						
	4.00%		165,000 in 2029						
	3.00%		65,000 to 2036	6,015,000	-	1,035,000	4,980,000		
	2017 Capital Improvements		Varies	2037	360,000 to 2021				
			5.00%		295,000 in 2022				
			5.00%		190,000 in 2023				
5.00%		185,000 to 2027							
3.00%		55,000 to 2032							
3.00%		35,000 to 2037	2,755,000		-	360,000	2,395,000		
2018 Capital Improvements	5.00%	2048	0 in 2019						
	5.00%		935,000 to 2022						
	5.00%		930,000 to 2024						
	5.00%		695,000 to 2027						
	5.00%		690,000 to 2029						
	4.00%		635,000 to 2031						
	Varies		580,000 to 2034						
	4.00%		510,000 to 2039						
	Varies		500,000 to 2048	18,190,000	-	-	18,190,000		
	2019 Capital Improvements		Varies	2049	0 in 2020				
5.00%		410,000 to 2025							
Varies		295,000 to 2035							
3.00%		260,000 to 2040							
3.00%		120,000 to 2049	-		7,380,000	-	7,380,000		
Total bonds				102,650,000	7,380,000	7,310,000	102,720,000		
Total long-term debt		\$	102,650,000	7,380,000	7,310,000	102,720,000			

Report from the

COLLECTIONS/EXCISE TAX OFFICE

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

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



Barbara Fagnant
Excise Agent

<u>2019</u>	<u>2018</u>	<u>2017</u>
EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:
Total Vehicle Excise..... \$6,333,745.89	Total Vehicle Excise..... \$5,903,827.86	Total Vehicle Excise..... \$5,854,688.86
Boat Excise..... \$31,970.50	Boat Excise..... \$31,034.40	Boat Excise..... \$28,924.60
TOWN FEES COLLECTED:	TOWN FEES COLLECTED:	TOWN FEES COLLECTED:
Automobile..... \$59,378.00	Automobile..... \$58,428.00	Automobile..... \$58,860.00
Boat..... \$1,157.00	Boat..... \$1,176.00	Boat..... \$1,180.00
Snowmobile..... \$462.00	Snowmobile..... \$477.00	Snowmobile..... \$481.00
ATV's..... \$293.00	ATV's..... \$344.00	ATV's..... \$292.00
Total Revenues..... <u>\$6,426,986.39</u>	Total Revenues..... <u>\$5,995,287.21</u>	Total Revenues..... <u>\$5,944,426.46</u>



Photography by Marc Lousier

Report from the

TOWN ASSESSOR

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

This year the tax rate was set at \$16.49 per thousand dollars of value based on a taxable valuation of \$4,012,292,612 for real and personal property as of April 1, 2018. This is an increase in taxable valuation of \$226,804,180 from 2017 or .06%. The 2018 total tax levy was \$66,162,705. There was no increase to the tax rate from 2017 primarily due to the completion of the Commercial Revaluation effective April 1, 2018.

The total number of taxpayers who qualified for the State of Maine Homestead Exemption in Fiscal Year 2018 was 4,743 resulting in a savings of \$329.80 in property taxes. The total number of Veterans and Widows of Veterans qualifying for the Maine Veteran's Exemption was 602 resulting in a tax savings of \$98.94. In order to qualify for these exemptions taxpayers must meet requirements noted on the applications and submit them to the Assessor's Office by April 1st.

The 2018 Tax Year was the eleventh year of the Town's Senior Property Tax Reimbursement. This year 351 applications were approved for a total refund of \$207,698. In order to qualify for this reimbursement you need to be 62 years of age, a ten year resident of Scarborough and the Federal Adjusted Gross Income for adults in the household cannot exceed \$50,000. All Scarborough citizens are encouraged to call or visit our office so that we can determine if you qualify for any exemption and assure that the proper forms are completed in a timely manner.

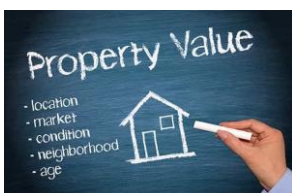
Our staff is available to all citizens for any questions you may have concerning your valuation and property tax.



*David Bouffard
Town Assessor*

Respectfully submitted,

*David Bouffard, CMA,
Town Assessor*



Report from the **PURCHASING DEPARTMENT**

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 2019, Purchasing initiated and secured bids for numerous Town and School projects including:

- Plow Cab & Chassis and Gear for Public Works
- Loader/Backhoe for Public Works
- 4-Wheel Vacuum Style Street Sweeper for Public Works
- TAS Control System for Dunstan Area Traffic Improvement
- Engineering Services for Town
- Drone for Police Department
- SUV's for Police and Sanitation Department, including Hybrid model
- Ammunition for Police Department
- Organic Field Maintenance for Community Services Department
- One Ton Truck with Plow for Community Services Department
- Engineering Services for Phillips Brook Floodplain
- Wireless Radio Fire Alarm System for New Public Safety Building
- Communications Tower for the New Public Safety Building
- Roof Replacement for 29 Black Point Rd
- Ballistic Vests for Fire Department Public Safety
- Washer Extractor for Fire Department
- Two Harley Davidson FLHTP Police Motorcycles
- Audio Visual Upgrades to our Community Cable TV

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

- Townwide Paving bid
- Cirrus Sander for Public Works
- Trucks for the School, Community Services and Public Works Departments

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

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

Respectfully submitted,

Kimberly Morrison,
Purchasing Specialist

Report from the

TAX COLLECTIONS OFFICE

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



The following is the annual report from the Scarborough Tax Collection Office for the Fiscal Year July 1, 2018, through June 30, 2019. The following pages show the uncollected real estate and personal property taxes for this same period.

Respectfully submitted,

Lisa Saulle,
Deputy Tax Collector

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

Lisa Saulle
Deputy Tax Collector

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2019

2005				
Whitten, Donald	11 Bradford Lane	U025-016A	\$ 1,603.06	
2006				
Whitten, Donald	11 Bradford Lane	U025016A	\$ 3,756.88	
2007				
Whitten, Donald	11 Bradford Ln	U025-016A	\$ 3,615.52	
2008				
Whitten, Donald	11 Bradford Ln	U025-016A	\$ 3,984.61	
2009				
Whitten, Donald	11 Bradford Ln	U025-016A	\$ 3,984.60	
2010				
Whitten, Donald	11 Bradford Ln	U025-016A	\$ 4,110.51	
2011				
Ellis, Wayne	4 David Dr	T003004	\$ 55.36	
Whitten, Donald	11 Bradford Ln	U025016A	\$ 4,238.52	
2012				
Dow, Mary L & Willard C.	127 Holmes Rd	R031023A	\$ 1,293.75	
Ellis, Wayne	4 David Dr	T003004	\$ 85.03	
Record, George	20 Crystal Ln	T003020	\$ 158.25	
Whitten, Donald	11 Bradford Ln	U025016A	\$ 4,476.65	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2019

2013				
Dow, Willard C	127 Holmes Rd	R031023A	\$ 1,394.63	
Ellis, Wayne	4 David Dr	T003004	\$ 100.23	
Record, George Estate Of	20 Crystal Ln	T003020	\$ 303.23	
2014				
Bongiovanni, Robert	13 Crystal Ln	T003013	\$ 78.13	
Douglas, Paul W	Beech Ridge Rd	R012005	\$ 1,021.80	
Dow, Willard C	127 Holmes Rd	R031023A	\$ 1,380.24	
Ellis, Wayne	4 David Dr	T003004	\$ 101.17	
Kitchen, Steve	29 Matthews Way	T003029	\$ 157.35	
Record, Karen	20 Crystal Ln	T003020	\$ 308.70	
Wright, Hayward & Dorothy	11 Black Point Rd	U043075	\$ 1,121.60	
2015				
Ames, Joan E	19 Crystal Ln	T003019	\$ 204.82	
Bongiovanni, Robert	13 Crystal Ln	T003013	\$ 331.14	
Davis, Robert & Barbara	10 David Dr	T003010	\$ 97.90	
Douglas, Paul W	Beech Ridge Rd	R012005	\$ 1,046.52	
Dow, Willard C	127 Holmes Rd	R031023A	\$ 1,459.42	
Ellis, Wayne	4 David Dr	T003004	\$ 102.29	
Record, Karen	20 Crystal Ln	T003020	\$ 315.14	
Wright, Hayward & Dorothy	11 Black Point Rd	U043075	\$ 2,379.66	
2016				
Ames, Joan E	19 Crystal Ln	T003019	\$ 204.82	
Bongiovanni, Robert	13 Crystal Ln	T003013	\$ 331.14	
Davis, Robert & Barbara	10 David Dr	T003010	\$ 97.90	
Douglas, Paul W	Beech Ridge Rd	R012005	\$ 1,046.52	
Dow, Willard C	127 Holmes Rd	R031023A	\$ 1,459.42	
Ellis, Wayne	4 David Dr	T003004	\$ 102.29	
Record, Karen	20 Crystal Ln	T003020	\$ 315.14	
Wright, Hayward & Dorothy	11 Black Point Rd	U043075	\$ 2,379.66	
2017				
90a Payne Road Llc	289 Payne Rd	R052-004A	\$ 1,724.65	
Allen, Melissa C	23 Ocean View Rd	U025-032	\$ 2,667.06	
Ames, Joan E	19 Crystal Ln	T003-019	\$ 108.83	
Bongiovanni, Robert	13 Crystal Ln	T003-013	\$ 281.98	
Bowser, Neil R	10 Burnham Rd	R001-009A	\$ 4,247.82	
Brown, Henry P	175 Beech Ridge Rd	R022-030A	\$ 2,556.90	
Brown, Mitchell James	16 Ivory Hill Ln	R098-023D	\$ 6,271.15	***
Cange, Suzanne M	272 Pine Point Rd	U024-001B	\$ 5,654.42	
Carrigan, Timothy J	20 Jasper St	U026-020	\$ 3,330.98	
Chin, Jing Ngee & Chin, Chun Oi	38 Black Point Rd	U043-017	\$ 3,614.61	
Cloutier, John	100 Spurwink Rd	R099-023A	\$ 7,092.35	
Colpritt, Daniel D	343 Payne Rd	R053-002A	\$ 3,359.01	
Dill, Randall G Sr	359 Gorham Rd	R018-029	\$ 396.96	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2019

2017				
Douglas, Paul W	0 Beech Ridge Rd	R012-005	\$ 1,019.08	
Dow, Willard C	127 Holmes Rd	R031-023A	\$ 1,444.52	
Foster, Robert J	316 Pleasant Hill Rd	R099-041	\$ 4,772.21	
Foster, Robert John	312 Pleasant Hill Rd	R099-040	\$ 3,837.88	
Gilman Real Estate Mgmt	341 Us Route 1	U039-049	\$ 4,805.19	
Hayes, Michael P	4 Clearview Dr	U046-1204	\$ 2,814.84	
Leighton Farm Llc	2 Leighton Farm Rd	R057-1B99	\$ 170.67	***
Lyon, John K	269 Pine Point Rd	U024-051	\$ 3,045.05	
Maietta Enterprises Inc	150 Pleasant Hill Rd	R078-050A	\$ 3,161.13	
Maietta Enterprises Inc	11 Maietta Dr	R078-048	\$ 19,652.78	
Maietta, Louis & Roberta	21 Maietta Dr	R078-050B	\$ 3,349.94	
Marquis, Julie	27 Imperial Ln	U042-015	\$ 3,065.49	
Mccormick, Kevin	2 Park Ave	U048-060	\$ 2,808.25	
Mcnally, Matthew A	9 Thomas Dr	U016-058	\$ 5,268.56	
Montgomery, John	8 David Dr	T003-008	\$ 140.17	
Ncpc Llc	7 Border Rd	R055-008	\$ 9,729.10	
Nute, Emery S. Jr	184 Balsam St	T001-184	\$ 23.09	
Obrien, Amanda	11 David Dr	T003-011	\$ 138.52	
Parsons-West, Zachary	30 Matthews Way	T003-030	\$ 118.73	
Piner, Marianne	407 Topaz Dr	T002-407	\$ 78.33	
Piper, Arlene P	332 Garnet Dr	T002-332	\$ 755.24	
Ready Real Estate Llc	350 Pine Point Rd	R088-008	\$ 66.23	
Saco Street Realty Llc	96 Saco St	R016-003	\$ 1,589.64	
Sansonetti, Michael	31 Glenndale Cir	R028-008K	\$ 4,665.02	
Snelling, Rosemary H Heirs Of	4 Seaview Ave	U043-027	\$ 491.71	
States, Carlisle	7 Saccarappa Ln	U017-053	\$ 12,387.29	***
Stuart, Randall	9 Charles Cir	U031-016	\$ 2,676.33	
Thayer Development Llc	6 Provident Dr	R023-001B	\$ 169.85	
Thayer Development Llc	138 Beech Ridge Rd	R023-001A	\$ 2,879.15	
Tibbetts, Richard E	63 Mussey Rd	R055-020	\$ 3,220.50	***
Tong, Man Tan	335 Garnet Dr	T002-335	\$ 4.12	***
Turner, Gregory P & Deborah R	5 Turners Way	U026-057B	\$ 5,238.87	
Williams, Stephanie	41 Beech Ridge Rd	R041-017	\$ 1,261.49	
Wright, Hayward & Dorothy	11 Black Point Rd	U043-075	\$ 2,227.80	
Xaphes, Philip Estate Of	80 East Grand Ave	U023-066	\$ 10,141.35	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2019

2018				
3 Acquaintances Llc	353 Pine Point Rd	R087-003	\$ 13,627.33	
8 Noble Ave Llc	8 Noble Ave	U039-003	\$ 1,050.41	
90a Payne Road Llc	289 Payne Rd	R052-004A	\$ 7,418.85	
Allen, Melissa C	23 Ocean View Rd	U025-032	\$ 3,388.70	
Alofs, David B & Carlene E	5 Windsor Pines Dr	U027-403	\$ 2,829.63	
Barbour, Laurance	247 Deerwood St	T001-247	\$ 902.00	
Block, Ann K	22 Powderhorn Dr	U004-136	\$ 5,886.93	
Bongiovanni, Robert	13 Crystal Ln	T003-013	\$ 234.16	
Bowser, Neil R	10 Burnham Rd	R001-009A	\$ 4,247.82	
Broadway Equity Associates Llc	433 Gorham Rd	R015-031	\$ 1,487.40	***
Brown, Henry P	175 Beech Ridge Rd	R022-030A	\$ 4,996.47	
Brown, Mitchell James	16 Ivory Hill Ln	R098-023D	\$ 6,271.15	
Burleson, Lisa S	0 Pine Point Rd	R068-013	\$ 334.75	
Cange, Suzanne M	272 Pine Point Rd	U024-001B	\$ 5,654.42	
Carrigan, Timothy J	20 Jasper St	U026-020	\$ 3,330.98	
Cassellius, Kelsey D	16 Fowler Farm Rd	R095-309	\$ 7,328.16	
Chamberlain, Amy	9 East Grand Ave #11	U022-1231	\$ 965.49	***
Chamberlain, Matthew G	1 Otis Lilley Dr	R023-1601	\$ 3,266.67	
Chambers, John H	86 Black Point Rd	R074-009	\$ 1,726.28	
Chau, Sulan	561 Us Route 1	U035-016	\$ 129.30	
Chin, Jing Ngee & Chin, Chun Oi	38 Black Point Rd	U043-017	\$ 3,614.61	
Cloutier, John	100 Spurwink Rd	R099-023A	\$ 7,092.35	
Colpritt, Daniel D	343 Payne Rd	R053-002A	\$ 4,800.24	
Colucci, Stephen M	7 Trillium Way	R026-808	\$ 3,474.12	
Concannon, Michael T	6 Apple Tree Dr	U048-030A	\$ 3,955.95	
Conley, Laura	1 Skyline St	T001-001	\$ 1,170.79	
Coulston, Mark	35 East Grand Ave	U023-108	\$ 845.59	***
Coyne, F Dudley	75 Winnocks Neck Rd	U009-038	\$ 3,604.71	***
Cummings, Robert A	24 Snow Canning Rd	R088-005	\$ 280.07	***
Curtis, Robert James	112 Running Hill Rd	R036-008	\$ 1,705.85	
Davis, Stefanie	384 Gorham Rd	R019-008	\$ 4,163.73	
Deering, Emmy O	40 Clay Pits Rd	U013-004A	\$ 2,932.94	
Deering, Gary M	42 Clay Pits Rd	U013-004	\$ 3,144.92	
Dermalogix Partners Inc	664 Us Route 1	U032-031	\$ 1,506.36	
Devenish, Todd	8 Hampton Cir	U014-811	\$ 3,288.93	
Dill, Randall G Sr	359 Gorham Rd	R018-029	\$ 1,832.04	
Douglas, Paul W	0 Beech Ridge Rd	R012-005	\$ 1,019.08	
Dow, Willard C	127 Holmes Rd	R031-023A	\$ 1,444.52	
Dpr Properties Llc	3 Lincoln Ave	R062-026	\$ 6,627.79	
Dunham, Richard J	22 Ritzcraft St	T001-022	\$ 654.65	***
Egazarian, Harry A Irrevocable F]	43 Bayview Ave	U001-101	\$ 4,585.87	
Foster, Robert J	316 Pleasant Hill Rd	R099-041	\$ 4,772.21	
Foster, Robert John	312 Pleasant Hill Rd	R099-040	\$ 3,967.49	
Future Visions Realty Llc	370 Us Route 1	U039-044	\$ 3,079.51	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2019

2018				
Gilman Real Estate Mgmt	341 Us Route 1	U039-049	\$ 5,849.01	
Ginn, Clifford M	62 Marion Jordan	R102-010A	\$ 56,920.18	
Gray, Erica	3 Prospector Ln	R093-2102	\$ 4,000.00	
Grover, Charles I	72 Ash Swamp Rd	R027-010	\$ 938.28	***
Harder, Okson	17 Hawthorn Cir	U008-068	\$ 2,126.38	
Hayes, Michael P	15 Bunker Hill Ter	R041-112	\$ 5,276.80	
Hayes, Michael P	4 Clearview Dr	U046-1204	\$ 2,814.84	
Hazel, Angela D	301 Beech Ridge Rd	R014-015	\$ 2,577.39	
Horr, Dorothy M Heirs Of	83 Holmes Rd	R020-008	\$ 2,245.94	
Joy Real Estate Of Scarborough 2 L	424 Payne Rd	R038-011	\$ 10.02	
Jplc Enterprises	486 Payne Rd	R037-043	\$ 30,094.25	
Kebiwil Llc	137 Pleasant Hill Rd	R078-070A	\$ 3,992.85	
Krijgh, Martin	10 Indian Woods Rd	R094-006D	\$ 3,672.32	
La Projects Llc	3 Lane By The Sea	U023-088	\$ 6,173.86	
Lauco Llc	7 Border Rd	R055-008	\$ 9,333.34	
Leclair, Paul	134 Ash Swamp Rd	R026-005D	\$ 1,489.05	
Legare, Russell P Ii	109 Pleasant Hill Rd	R078-079	\$ 2,048.06	
Leighton Farm Llc	47 Elmwood Ave	R057-001B	\$ 883.86	***
Leighton Farm Llc	2 Leighton Farm Rd	R057-1B99	\$ 341.34	***
Libbey, Robert E	309 Pleasant Hill Rd	R094-008	\$ 3,212.25	
Libby, Jeffrey F	111 Running Hill Rd	R035-002A	\$ 5,637.93	
Lydon, Joseph P Jr	29 Fengler Rd	R009-665	\$ 3,646.76	
Lyon, John K	269 Pine Point Rd	U024-051	\$ 3,400.24	
Mack, Louis Co Inc	122 Running Hill Rd	R036-010	\$ 1,816.46	
Mack, Louis Co Inc	118 Running Hill Rd	R036-010A	\$ 1,297.73	
Macvane, Dorothy R	12 Ramsay Ter	U006-124	\$ 1,688.17	
Maietta Enterprises Inc	11 Maietta Dr	R078-048	\$ 26,499.43	
Maietta Enterprises Inc	150 Pleasant Hill Rd	R078-050A	\$ 2,173.38	
Maietta, Louis & Roberta	21 Maietta Dr	R078-050B	\$ 6,511.90	
Marquis, Julie	27 Imperial Ln	U042-015	\$ 3,065.49	
Mccormick, Kevin	2 Park Ave	U048-060	\$ 2,808.25	
Mcnally, Matthew A	9 Thomas Dr	U016-058	\$ 5,268.56	
Merle Hartford Painting Llc	93 Running Hill Rd	R035-018	\$ 2,399.30	
Michaud Properties Inc	5 Lincoln Ave	R062-027	\$ 11,376.40	
Montgomery, John	8 David Dr	T003-008	\$ 112.13	
Moulton, Stephen T	16 Black Rock Rd	R089-004	\$ 8,577.66	
Nappi, Joseph S	162 Two Rod Rd	R032-006	\$ 3,676.91	
Nelsen, Roberta Heirs Of	193 Arbor St	T001-193	\$ 273.73	
Nelson, Carole J	192 Payne Rd	U051-044	\$ 2,067.02	
Nexgen Hospitality Inc	329 Us Route 1	U040-008	\$ 41,449.75	***
Nute, Emery S. Jr	184 Balsam St	T001-184	\$ 23.09	
Obrien, Lisa	116 Fogg Rd	R093-008A	\$ 253.38	
Obrien, Lois	212 Pine Point Rd	U025-002	\$ 2,028.56	
Oliver, Mark A & Tracy L	10 Kenosha Ave	U050-005A	\$ 1,722.38	
Piner, Marianne	407 Topaz Dr	T002-407	\$ 156.66	

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2019

2018				
Piper, Arlene P	332 Garnet Dr	T002-332	\$ 755.24	
Polkow, Sheila M	53 Ocean Ave	U002-002	\$ 5,738.52	
Powers, Meghan C	4 Ramsay Ter	U006-108	\$ 3,207.31	
Quimby, Janis	120 Pleasant Hill Rd	R078-015	\$ 2,931.92	
Raabe, Jennifer	22 Robinson Rd	U006-113	\$ 3,485.99	***
Ready Real Estate Llc	350 Pine Point Rd	R088-008	\$ 17,754.78	
Remich, Rogers	245 Gorham Rd	R037-011	\$ 6,650.15	
Richmond Lane Llc	1 Richmond Row	U018-2401	\$ 18,203.31	
Rosewood Land Development Llc	158 Payne Rd	R049-002	\$ 2,933.57	
Rosewood Land Development Llc	79 Scottow Hill Rd	R049-012	\$ 3,091.88	
Saco Street Realty Llc	96 Saco St	R016-003	\$ 1,589.64	
Sansonetti, Michael	31 Glenndale Cir	R028-008K	\$ 4,665.02	
Scamman, Michael D	0 Haigis Pkwy	R050-024	\$ 4,436.63	***
Scamman, Michael D	39 Ingallside Dr	R050-024C	\$ 2,272.32	***
Schneider, Amy S	295 Pine Point Rd	U024-034	\$ 1,332.39	
Scott, Kathleen F	53 Clay Pits Rd	U013-009	\$ 2,735.69	
Skillings, Terry & Doris	154 Spurwink Rd	R098-016A	\$ 3,075.69	
Skillings, Terry & Doris	55 Greenwood Ave	U002-169	\$ 5,922.05	
Smart, Joan A	20 Nutter Way	U004-012	\$ 1,252.31	
Snelling, Susan J	4 Seaview Ave	U043-027	\$ 3,268.32	
Star Homes Inc	62 Sawyer Rd	R059-002	\$ 59.36	
Star Homes Inc	14 Ward St	U043-028D	\$ 1,419.79	***
States, P E Carlisle	7 Saccarappa Ln	U017-053	\$ 12,387.29	***
Stuart, Brenda J	9 Charles Cir	U031-016	\$ 3,006.13	
Sullivan, Richard J Jr	1 Sullivan Farm Rd	R073-021C	\$ 7,699.18	
Tassie, Karen A	30 Horseshoe Dr	U011-1215	\$ 4,874.44	
Thayer Development Llc	138 Beech Ridge Rd	R023-001A	\$ 2,879.15	
Thayer Development Llc	6 Provident Dr	R023-001B	\$ 3,390.34	
Thompson, David	388 Gorham Rd	R019-009A	\$ 3,939.46	
Thompson, Kenneth E Heirs Of	131 Burnham Rd	R004-022	\$ 2,966.55	
Thurlow John P	82 King St	U021-019	\$ 12,304.84	
Thurlow, Alan W	32 Pillsbury Dr	U021-071	\$ 6,012.43	***
Thurlow, John P	6 Jasper St	U026-015	\$ 3,469.50	***
Thurlow, John P	1 Starpine Ln	U026-029A	\$ 7,366.08	
Tibbetts, Richard E	63 Mussey Rd	R055-020	\$ 3,220.50	
Tripp, Glenn Heirs Of	218 Emerald Dr	T002-218	\$ 286.93	
Turner, Gregory P & Deborah R	5 Turners Way	U026-057B	\$ 5,238.87	
Warren Development	0 Holmes Rd	R031-004	\$ 894.92	
Waterman, Troy W	9 Little Bear Rd	R020-007E	\$ 122.03	
Whipple, Joann	17 Old County Rd	U007-030	\$ 2,061.12	***
Wibe, Peter	202 Payne Rd	R041-008	\$ 603.98	
Williams, Paul E	259 Broadturn Rd	R008-013A	\$ 3,420.00	
Williams, Stephanie	41 Beech Ridge Rd	R041-017	\$ 1,261.49	
Willigar, Justin	28 Matthews Way	T003-028	\$ 229.21	
Worster, Susan J	754 Us Route 1	U029-002	\$ 779.49	
Wright, Hayward & Dorothy	11 Black Point Rd	U043-075	\$ 2,227.80	
Xaphes, Philip Estate Of	80 East Grand Ave	U023-066	\$ 10,141.35	

*** Represents Taxes Paid After June 30, 2019

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

1997			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$358.00	
1998			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$922.98	
1999			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$960.00	
2000			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$980.00	
2001			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$765.00	
2002			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$785.00	
2003			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$827.42	
2004			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$1,300.50	
2005			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$847.50	
2006			
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$861.00	
2007			
MAIETTA CONSTRUCTION INC	154 PLEASANT HILL ROAD	\$6,068.74	
STEARNS PROPERTY SERVICE	287 GORHAM ROAD	\$885.00	
2008			
MAIETTA CONSTRUCTION INC	154 PLEASANT HILL RD	\$5,694.71	
STEARNS PROPERTY SERVICE	287 GORHAM RD	\$911.25	
2009			
CREATIVE AWARDS	225 US ROUTE 1	\$125.01	
G M POLLACK	600 ROUNDWOOD DR	\$1,250.05	
MAIETTA CONSTRUCTION INC	154 PLEASANT HILL RD	\$4,348.49	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$8,235.99	
STEARNS PROPERTY SERVICE	287 GORHAM RD	\$911.25	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2010			
ALL POINTS REALTORS	674 US ROUTE 1	\$126.30	
AT & T	383 US ROUTE 1	\$505.20	
CREATIVE AWARDS	225 US ROUTE 1	\$252.60	
DR STEREO	695 US ROUTE 1	\$34.10	
G M POLLACK	600 ROUNDWOOD DR	\$505.20	
INNES PHOTO SERVICES	25 PLAZA DR	\$7.46	
MAIETTA CONSTRUCTION INC	154 PLEASANT HILL RD	\$3,497.25	
MAIETTA FOUNDATION	154 PLEASANT HILL RD	\$202.08	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$2,822.93	
STEARNS PROPERTY SERVICE	287 GORHAM RD	\$947.25	
2011			
AT & T	383 US ROUTE 1	\$521.20	
ATTENTION TO EVERY DETAIL	3 SOUTHGATE RD	\$35.18	
CREATIVE AWARDS	225 US ROUTE 1	\$260.60	
DRAGON FIRE MARTIAL ARTS INC	154 PLEASANT HILL RD	\$26.06	
G M POLLACK	600 ROUNDWOOD DR	\$521.20	
HEALTHSOURCE OF SCARBOROUGH	426 US ROUTE 1	\$303.02	
INNES PHOTO SERVICES	25 PLAZA DR	\$525.77	
MAIETTA CONSTRUCTION INC	154 PLEASANT HILL RD	\$1,364.24	
MAIETTA FOUNDATION	154 PLEASANT HILL RD	\$208.48	
MAINE AUTO DETAILING	9 WASHINGTON AVE	\$130.30	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$2,110.86	
MAINE FLORAL CREATIONS	693 US ROUTE 1	\$37.79	
NCS LOGISTICS	3 SOUTHGATE RD	\$35.18	
PINE POINT PEDIATRIC & ADOLESCENT	6 PINE POINT RD	\$280.15	
PORTLAND AIR CONDITIONING INC	29 WASHINGTON AVE	\$652.80	
STEARNS PROPERTY SERVICE	287 GORHAM RD	\$977.25	
STIR CRAZY	183 US ROUTE 1	\$386.99	
TILE SOLUTIONS	7 SOUTHGATE BUSINESS PARK	\$65.15	
2012			
CREATIVE AWARDS	225 US ROUTE 1	\$276.00	
DR STEREO	695 US ROUTE 1	\$37.26	
IWORX INC / PREVAL DIRECT	51 US ROUTE 1	\$2,394.30	
KITCHEN & CORK	400 EXPEDITION DR UNIT A	\$552.00	
LILLEY'S LIMOUSINE	25 ROSS RD	\$35.88	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$1,444.86	
MAIL AMERICA INC	6 US ROUTE 1	\$276.00	
MAINE COAST PROPERTIES	383 US ROUTE 1	\$672.06	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$2,235.60	
ROVNER, RONALD MD	96 CAMPUS DR	\$534.21	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2012			
SEA SMOKE BBQ	183 US ROUTE 1	\$345.00	
SRAM CORP	151 US ROUTE 1	\$434.70	
THE SPECIFIC CHIROPRACTIC CENTER	51 US ROUTE 1	\$690.00	
WATERHOUSE TREE SERVICE	24 W BEECHRIDGE RD	\$276.00	
2013			
BROWN FOX PRINTING	253 US ROUTE 1	\$406.17	
CREATIVE AWARDS	225 US ROUTE 1	\$324.94	
CUSTOM HAWG PARTS	594 US ROUTE 1	\$147.70	
FARREN INSURANCE SERVICES	153 US ROUTE 1	\$23.63	
INNES PHOTO SERVICES	25 PLAZA DR	\$776.90	
KITCHEN & CORK	400 EXPEDITION DR UNIT A	\$649.88	
LILLEY'S LIMOUSINE	25 ROSS RD	\$42.83	
LITTLE PAWS LLC	456 PAYNE RD	\$162.47	
LUXURY NAILS & SPA	201 US ROUTE 1	\$192.01	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$1,701.50	
MAIL AMERICA INC	6 US ROUTE 1	\$324.94	
MAINE COAST PROPERTIES	383 US ROUTE 1	\$791.67	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$1,726.61	
MEAT HOUSE-LOPEZ, CHAFF & WIESMAN	450 PAYNE RD	\$2,307.07	
ROVNER, RONALD MD	96 CAMPUS DR	\$106.34	
SRAM CORP	151 US ROUTE 1	\$512.52	
TREELY UNI LANDSCAPE	262 BROADTURN RD	\$406.18	
VIKING RESTORATION	3 SOUTHGATE RD	\$81.24	
WATERHOUSE TREE SERVICE	24 W BEECH RIDGE RD	\$649.88	
WATERMATIC IRRIGATION CO	21 WASHINGTON AVE	\$252.57	
2014			
BARD INDUSTRIES	6 WASHINGTON AVE	\$664.40	
COLPRITT, DANIEL	343 PAYNE RD	\$30.95	
COMPUTERWORKS	450 PAYNE RD	\$92.11	
CREATIVE AWARDS	25 PLAZA DR	\$365.42	
CUSTOM HAWG PARTS	594 US ROUTE 1	\$166.10	
FARM FAMILY INSURANCE	89 MUSSEY RD	\$18.12	
INNES PHOTO SERVICES	27 GORHAM RD	\$874.29	
KITCHEN & CORK	400 EXPEDITION DR UNIT A	\$730.84	
LILLEY'S LIMOUSINE	25 ROSS RD	\$48.32	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$1,008.68	
MAIL AMERICA INC	6 US ROUTE 1	\$365.42	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$1,765.19	
MAINE SHELLWARE	6 SCIENCE PARK RD	\$67.95	
MAINE STREET LIVING	27 GORHAM RD	\$223.48	
MIMOSAS SALON	29 GORHAM RD	\$155.53	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2014			
OAK HILL DRY CLEANERS	27 GORHAM RD	\$279.35	
OAK HILL MONTESSORI SCHOOL	7 BLACK POINT RD	\$42.28	
ROVNER, RONALD MD	400 ENTERPRISE DR	\$119.29	
SMITH AND SON EXCAVATING	86 PLEASANT HILL RD	\$878.82	
SRAM CORP	151 US ROUTE 1	\$576.82	
TRANING ROOM, THE	285 US ROUTE 1	\$151.00	
TREELY UNI LANDSCAPE	262 BROADTURN RD	\$457.53	
WATERHOUSE TREE SERVICE	24 W BEECH RIDGE RD	\$730.84	
XTREME AUDIO	695 US ROUTE 1	\$45.30	
2015			
ALBY	20 SNOW CANNING RD	\$77.45	
ATLANTIC LANDSCAPE & DESIGN	2 LINCOLN AVE	\$1,373.96	
CLIFF'S ANTIQUE MARKET	370 US ROUTE 1	\$58.86	
COLPRITT, DANIEL	343 PAYNE RD	\$63.51	
COMPUTERWORKS	152 US ROUTE 1	\$94.49	
DIGITRACE CARE SYSTEMS	29 SPRING ST	\$323.74	
DUMP GUY, THE	154 PLEASANT HILL RD	\$30.98	
FASHIONGODS, THE	201 US ROUTE 1	\$79.00	
FRIDGEN CHIROPRACTIC CTR	342 US ROUTE 1	\$53.44	
HAIR CRAFTS PLUS	618 US ROUTE 1	\$87.11	
HALLOWED GROUND	287 GORHAM RD	\$30.98	
HB EXOTICS	287 GORHAM RD	\$30.98	
HEALTHSOURCE OF SCARBOROUGH	426 US ROUTE 1	\$112.04	
HIGH RIDGE	10 SNOW CANNING RD	\$77.45	
I STORE PHONE REPAIR	582 US ROUTE 1	\$94.49	
INNES PHOTO SERVICES	27 GORHAM RD	\$896.87	
JACKSON HEWITT TAX SERVICE	605 US ROUTE 1	\$38.72	
KD LANDSCAPING CO	46 SACO ST	\$384.92	
KEN LITTLE BOAT STORAGE	148 PLEASANT HILL RD	\$77.45	
KHIEVS ORIENTAL MARKET	243 US ROUTE 1	\$77.45	
LILLEY'S LIMOUSINE	25 ROSS RD	\$49.57	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$1,962.58	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$300.51	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$37.18	
MAIL AMERICA INC	6 US ROUTE 1	\$374.86	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$1,810.78	
MIMOSAS SALON	29 GORHAM RD	\$319.09	
OAK HILL DRY CLEANERS	27 GORHAM RD	\$286.57	
OAK HILL MONTESSORI SCHOOL	7 BLACK POINT RD	\$43.37	
POWERWHEELS	93 MUSSEY RD	\$187.43	
ROVNER, RONALD MD	400 ENTERPRISE DR	\$122.37	
SCARBOROUGH AUTO PARTS	40 HOLMES RD	\$949.76	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2015			
THE SPA AT SCARBOROUGH	311 BEECH RIDGE RD	\$41.85	
TIM BYRNE PHOTOGRAPHY	27 GORHAM RD	\$94.49	
TRANING ROOM, THE	285 US ROUTE 1	\$154.90	
TREELY UNI LANDSCAPE	262 BROADTURN RD	\$469.35	
WATERHOUSE TREE SERVICE	24 W BEECH RIDGE RD	\$749.72	
XTREME AUDIO	695 US ROUTE 1	\$46.47	
2016			
A HANDFULL SALON	89 MUSSEY RD	\$96.31	
ABUNDANCE	20 SNOW CANNING RD	\$150.44	
ALBY	20 SNOW CANNING RD	\$79.60	
ATLANTIC LANDSCAPE & DESIGN	2 LINCOLN AVE	\$1,412.10	
CHICAGO DOGS	285 US ROUTE 1	\$304.07	
CHOWDERHEAD'S	29 GORHAM RD	\$79.60	
COLPRITT, DANIEL	343 PAYNE RD	\$65.27	
CONNOLLY'S PLUMBING	3 CONNOLLY WAY	\$30.25	
CREATIVE CHILD & ADULT ARTS PROGRA	152 US ROUTE 1	\$15.92	
CULLIGAN	0	\$31.84	
CUSTOM HAWG PARTS	594 US ROUTE 1	\$87.56	
DOLLAR STORE MARKETPLACE	27 HANNAFORD DR	\$82.78	
DOLPHIN CAPITOL CORPORATION	0 VAR	\$31.84	
DUMP GUY, THE	154 PLEASANT HILL RD	\$31.84	
ENCORE DANCE COMPANY	152 US ROUTE 1	\$15.92	
FASHIONGODS, THE	201 US ROUTE 1	\$81.19	
FOSTER, ROBERT J	312 PLEASANT HILL RD	\$38.21	
FRIDGEN CHIROPRACTIC CTR	342 US ROUTE 1	\$109.85	
GO GREEN LANDSCAPING	4 ROYAL RIDGE RD	\$262.68	
HAIR CRAFTS PLUS	618 US ROUTE 1	\$35.02	
HALLOWED GROUND	287 GORHAM RD	\$31.84	
HB EXOTICS	287 GORHAM RD	\$31.84	
HEALTHSOURCE OF SCARBOROUGH	426 US ROUTE 1	\$211.74	
I STORE PHONE REPAIR	582 US ROUTE 1	\$97.11	
KD LANDSCAPING CO	46 SACO ST	\$791.22	
KEN LITTLE BOAT STORAGE	148 PLEASANT HILL RD	\$79.60	
KING, LISA LMT	306 US ROUTE 1	\$17.39	
LEVINE, ELAINE E	43 EAST GRAND AVE	\$28.65	
LILLEY'S LIMOUSINE	25 ROSS RD	\$50.94	
LOTS FOR TOTS	152 US ROUTE 1	\$38.21	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$2,017.06	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$308.85	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$38.21	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$1,861.05	
MIMOSAS SALON	29 GORHAM RD	\$327.95	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2016			
MOBILE HOME BROKERS	700 US ROUTE 1	\$30.14	
OAK HILL DRY CLEANERS	27 GORHAM RD	\$294.52	
OAK HILL MONTESSORI SCHOOL	7 BLACK POINT RD	\$44.58	
POWERWHEELS	93 MUSSEY RD	\$192.63	
PRO FIT TRAINING CENTER	6 LINCOLN AVE	\$79.60	
ROCCO LEO MASONRY	7 BRIDGES DR	\$963.16	
ROVNER, RONALD MD	400 ENTERPRISE DR	\$125.77	
SANDBAGGERS	13 WASHINGTON AVE	\$482.38	
SCARBOROUGH AUTO PARTS	40 HOLMES RD	\$1,055.50	
SCARBOROUGH GARDENS	90 BROADTURN RD	\$63.68	
TECHNICAL SUPPORT INC	4 HIGHLAND AVE	\$648.57	
THE EVENT LIGHT PROS	20 MUSSEY RD	\$31.84	
TREELY UNI LANDSCAPE	262 BROADTURN RD	\$482.38	
UNIFIED MERCHANT SERVICES	0 VARIOUS LOCATION	\$3.18	
VECTOR MARKETING	15 PLEASANT HILL RD	\$16.37	
WATERHOUSE TREE SERVICE	22 W BEECH RIDGE RD	\$770.53	
XTREME AUDIO	695 US ROUTE 1	\$47.76	
2017			
A HANDFULL SALON	89 MUSSEY RD	\$219.32	
ALBANO WASTE SERVICES	46 SACO ST	\$824.50	
ALBY	20 SNOW CANNING RD	\$329.80	
ATLANTIC LANDSCAPE & DESIGN	2 LINCOLN AVE	\$1,609.42	
BEACH GLASS TRANSITIONS	306 US ROUTE 1	\$247.35	
BROWN & MYERS INC	71 PLEASANT HILL RD	\$278.68	
CASEIRO BURKE LLC	383 US ROUTE 1	\$50.29	
CHOWDERHEAD'S	29 GORHAM RD	\$181.39	
CHUBB INSURANCE	308 US ROUTE 1	\$123.68	
COLPRITT, DANIEL	343 PAYNE RD	\$74.21	
CONNOLLY'S PLUMBING	3 CONNOLLY WAY	\$34.63	
CREATIVE CHILD & ADULT ARTS PROGRA	152 US ROUTE 1	\$18.14	
CULLIGAN	0	\$36.28	
CUSTOM HAWG PARTS	594 US ROUTE 1	\$199.53	
DIRIGO WHOLESALE	15 PLEASANT HILL RD	\$5.84	
DUMP GUY, THE	154 PLEASANT HILL RD	\$36.28	
ENCORE DANCE COMPANY	152 US ROUTE 1	\$18.14	
ESTES CUSTOM BUILDERS	15 HOLLY ST	\$186.34	
FASHIONGODS, THE	201 US ROUTE 1	\$92.34	
FOCAL POINT MANUAL THERAPIES	7 OAK HILL TER	\$39.58	
FOSTER, ROBERT J	312 PLEASANT HILL RD	\$42.87	
FRIDGEN CHIROPRACTIC CTR	342 US ROUTE 1	\$125.32	
G M SPECIALTIES	1 COMMERCIAL RD	\$217.33	
GARDNER, GEORGE DR	6 SCIENCE PARK RD	\$436.98	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2017			
HAIR CRAFTS PLUS	618 US ROUTE 1	\$39.58	
HALLOWED GROUND	287 GORHAM RD	\$36.28	
HEALTHSOURCE OF SCARBOROUGH	426 US ROUTE 1	\$240.75	
KEN LITTLE BOAT STORAGE	148 PLEASANT HILL RD	\$329.80	
KING, LISA LMT	306 US ROUTE 1	\$24.74	
LAKELAND RENTAL	8 US ROUTE 1	\$32.15	
LANPHEAR ENTERPRISES, INC	15 HOLLY ST	\$41.23	
LEVINE, ELAINE E	43 EAST GRAND AVE	\$65.96	
LILLEY'S LIMOUSINE	25 ROSS RD	\$57.72	
LOTS FOR TOTS	152 US ROUTE 1	\$42.87	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$2,298.71	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$351.24	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$42.87	
MAINE EARTHMOVING INC	12 RUNWAY RD	\$1,927.68	
MAINE REAL ESTATE NETWORK	84 JONES CREEK DR	\$54.42	
MIMOSAS SALON	29 GORHAM RD	\$374.32	
MOBILE HOME BROKERS	700 US ROUTE 1	\$56.07	
MUTTY PAWS	411 PAYNE RD	\$7.56	
NORTHEAST CONCRETE	7 BORDER RD	\$1,995.29	
OAK HILL DRY CLEANERS	27 GORHAM RD	\$336.40	
ORTHOPAEDIC PHYSICAL THERAPY ASSOC	23 HANNAFORD DR	\$685.98	
PLEASANT HILL CAFE	132 PLEASANT HILL RD	\$263.84	
PLEASANT HILL STORAGE INC	8 PLEASANT HILL RD	\$219.32	
POWERWHEELS	93 MUSSEY RD	\$219.32	
ROCCO LEO MASONRY	7 BRIDGES DR	\$1,098.23	
ROY'S SHOE SHOP	174 US ROUTE 1	\$67.61	
SANDBAGGERS	13 WASHINGTON AVE	\$549.12	
SCARBOROUGH AUTO PARTS	40 HOLMES RD	\$1,202.12	
SCARBOROUGH GARDENS	90 BROADTURN RD	\$36.28	
SMART SOURCE LLC	71 PLEASANT HILL RD	\$936.68	
SMITH KJELDGAARD & HAYES	51 US ROUTE 1	\$82.45	
SOUTHERN MAINE BRAZILIAN JIUJITSU	605 US ROUTE 1	\$82.45	
TAPLEY STORAGE	15 HOLLY ST STE 106	\$329.80	
TECHNICAL SUPPORT INC	4 HIGHLAND AVE	\$2,908.84	
THE COMPLEX - MILLYARD LLC	717 US ROUTE 1	\$12.26	
THE EVENT LIGHT PROS	20 MUSSEY RD	\$82.45	
THERAPY WORKS	636 US ROUTE 1	\$15.66	
TRAFFIC JAM	9 HAIGIS PKWY	\$3.02	
TREELY UNI LANDSCAPE	262 BROADTURN RD	\$549.12	
US PROCESS SYSTEMS	11 WASHINGTON AVE	\$4,122.50	
VILLARI'S SELF-DEFENSE CTR	25 PLAZA DR	\$107.18	
WATERHOUSE TREE SERVICE	22 W BEECH RIDGE RD	\$877.27	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2018			
A HANDFULL SALON	89 MUSSEY RD	\$247.35	
ABUNDANCE	20 SNOW CANNING RD SUITE 3	\$329.80	
ALBANO WASTE SERVICES	46 SACO ST	\$824.50	
ALBY	20 SNOW CANNING RD SUITE 1	\$329.80	
AT&T MOBILITY LLC	0 VARIOUS LOCATION	\$626.72	
AT&T STORE	456 PAYNE RD	\$548.50	
ATLANTIC LANDSCAPE & DESIGN	2 LINCOLN AVE	\$1,609.42	
BEACH GLASS TRANSITIONS	306 US ROUTE 1	\$247.35	
BONETTI, MIKE	0 BAYLEYS SITE L1	\$122.54	
BOUCHER, GUY & KATHY	0 BAYLEYS SITE 555	\$255.60	
BULLETIN BRANDS INC	4 EARLES WAY	\$24.73	***
BURR SIGNS	40 MANSON LIBBY RD	\$20.61	
CHAPMAN CHIROPRACTIC CTR PA	306 US ROUTE 1	\$130.85	
CHUBB INSURANCE	308 US ROUTE 1	\$123.68	
COCHRAN, JEFF & HEATHER	0 BAYLEYS SITE 279	\$194.58	
COLPRITT, DANIEL	343 PAYNE RD	\$82.45	
COMPLEX, THE	717 US ROUTE 1	\$164.90	
CONNOLLY'S PLUMBING	3 CONNOLLY WAY	\$82.45	
CORCORAN, LAUREN & DOUGLAS	0 BAYLEYS SITE 623	\$329.80	
CORE-MARK NEW ENGLAND NORTH	0 VARIOUS LOCATION	\$5.51	
CREATIVE BEGINNINGS CHILD CENTER	245 GORHAM RD	\$243.23	
CUSTOM HAWG PARTS	594 US ROUTE 1	\$199.53	
DOW, CORY	0 BAYLEYS SITE 290	\$329.80	
DUMP GUY, THE	154 PLEASANT HILL RD	\$36.28	
EGG & I, THE SCARBOROUGH	183 US ROUTE 1	\$571.80	
ENCORE DANCE COMPANY	152 US ROUTE 1	\$18.14	
ESTES CUSTOM BUILDERS	15 HOLLY ST	\$186.34	
EVENT LIGHT PROS, THE	20 MUSSEY RD	\$82.45	
EXPERT STAFFING	51 US ROUTE 1	\$32.98	
FRIDGEN CHIROPRACTIC CTR	342 US ROUTE 1	\$125.32	
G M SPECIALTIES	1 COMMERCIAL RD	\$438.63	
GATEWAY TITLE OF MAINE	25 SPRING ST	\$39.58	
GOLDEN THREAD DESIGNS	3 COMMERCIAL RD	\$9.98	
HAIR CRAFTS PLUS	618 US ROUTE 1	\$79.15	
HALLOWED GROUND	287 GORHAM RD	\$36.28	
HEALTHSOURCE OF SCARBOROUGH	426 US ROUTE 1	\$240.75	
I STORE PHONE REPAIR	582 US ROUTE 1	\$61.01	
INGALLSIDE INC	1 SCOTTOW WAY	\$61.01	
JADA	20 SNOW CANNING RD SUITE 2	\$329.80	
JOYCE, JOHN & SUE	0 BAYLEYS SITE 361	\$164.90	
JZ MEDICAL INC	700 TECHNOLOGY WAY	\$2,209.97	
KD HOLDINGS LLC	46 SACO ST	\$1,404.95	
KEN LITTLE BOAT STORAGE	16 MAIETTA DRIVE SUITE 2	\$329.80	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2018			
KING, LISA LMT	306 US ROUTE 1	\$24.74	
LEAP N LEARN	628 US ROUTE 1	\$109.66	
LITTLE CAESARS PIZZA	200 GALLERY BLVD	\$627.44	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$2,298.71	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$351.24	
MAIETTA ENTERPRISES INC	154 PLEASANT HILL RD	\$42.87	
MAINE COAST CANDLE	285 US ROUTE 1	\$26.38	
MAINE SEAFOOD VENTURES	340 PINE POINT RD	\$1,797.41	
MAINELY WRAPS	360 US ROUTE 1	\$544.17	
MAJOWICZ, ROD & NICOLE	0 BAYLEYS SITE L2)*	\$329.80	
METCALFE, CHRISTOPHER	0 WILD DUCK SITE 26	\$148.41	
MIMOSA SALON	201 US ROUTE 1	\$374.32	
MOBILE HOME BROKERS	700 US ROUTE 1	\$56.07	
MUTTY PAWS	411 PAYNE RD	\$82.45	
NEW ENGLAND LANDSCAPING	109 PLEASANT HILL RD	\$763.49	
NORTH EAST FREIGHTWAYS INC	9 GINN RD	\$2,158.54	
NORTHEAST CONCRETE	7 BORDER RD	\$1,995.29	
OAK HILL DRY CLEANERS	27 GORHAM RD	\$336.40	
OLYMPUS ASSET MANAGEMENT	40 MANSON LIBBY RD	\$12.19	
ORTHOPAEDIC PHYSICAL THERAPY ASSOC	23 HANNAFORD DR	\$685.98	
PASSIONATE STITCHES	19 MILLBROOK RD	\$42.87	***
PATRICK JORDAN CAREGIVING	20 SNOW CANNING RD	\$333.10	
PET QUARTERS OF MAINE	486 PAYNE RD	\$718.96	
PLEASANT HILL CAFE	132 PLEASANT HILL RD	\$527.68	
POWERWHEELS	93 MUSSEY RD	\$219.32	
PROJECT COOLER	10 SNOW CANNING RD	\$329.80	
PROJECT QUONSET HUT	10 SNOW CANNING RD SUITE 9	\$329.80	
ROCCO LEO MASONRY	7 BRIDGES DR	\$1,098.23	
ROGENSKI, JOHN & AMY	0 BAYLEYS SITE H13	\$329.80	
ROY'S SHOE SHOP	174 US ROUTE 1	\$67.61	
RUHLAND, KATRINA & CARL	0 BAYLEYS SITE 351	\$329.80	
SANDBAGGERS	13 WASHINGTON AVE	\$549.12	
SCARBOROUGH AUTO PARTS	40 HOLMES RD	\$1,202.12	
SCARBOROUGH CAR WASH	14 OAK HILL TER	\$420.49	
SCARBOROUGH LAUNDROMAT	152 US ROUTE 1	\$487.28	***
SMART SOURCE LLC	71 PLEASANT HILL RD	\$1,154.30	
SMITH KJELDGAARD & HAYES	51 US ROUTE 1	\$75.85	
SOEST, JENNIFER & JOSEPH	0 BAYLEYS SITE H18	\$244.05	
STUDLEY, LEROY	10 BEECH RIDGE RD	\$219.32	
TAPLEY STORAGE	15 HOLLY ST STE 106	\$329.80	
TECHNICAL SUPPORT INC	4 HIGHLAND AVE	\$824.50	
THERAPY WORKS	636 US ROUTE 1	\$31.33	
TIMEPAYMENT CORP	0 VARIOUS LOCATION	\$172.32	

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2019

2018			
TRAFFIC JAM	9 HAIGIS PKWY	\$39.58	
TWC MARKETING/AMERICAN FROZEN FOOD	68 MUSSEY RD	\$8.68	***
UPPER LEVEL	10 SNOW CANNING RD SUITE B	\$329.80	
UPS STORE #3781	201 US ROUTE 1	\$522.73	***
US PROCESS SYSTEMS	11 WASHINGTON AVE	\$4,122.50	
VILLARI'S SELF-DEFENSE CTR	25 PLAZA DR	\$214.37	
WATERHOUSE TREE SERVICE	22 W BEECH RIDGE RD	\$877.27	
WEX INC	3 COMMERCIAL RD	\$3.42	
WILD BIRDS UNLIMITED	400 EXPEDITION DR	\$45.35	
WORKFLOW CONCEPTS	7 OAK HILL TER	\$35.45	

*** Represents Taxes Paid After June 30, 2019



Photography by Town Staff

Report from the

PLANNING DEPARTMENT

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



Jay Chace
Town Planner

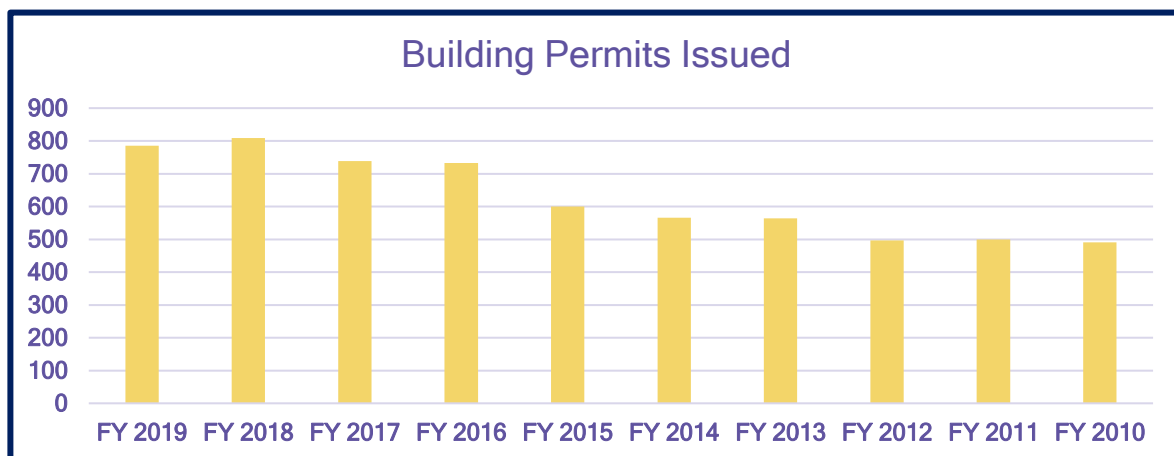
It is with great pleasure that I submit the annual report for the 2019 fiscal year (FY19) on behalf of the Planning and Code Enforcement Department. Our department and staff serve the Town in a wide range of ways - from long range planning for growth, development, transportation, and natural resource conservation to development review, permitting, and building and construction inspection and oversight. All of these roles, responsibilities and initiatives are important to us and we work hard to be customer-friendly, professional, and proactive.

This year we expanded our department's capacity with the development of the Technical Division led by our Town Engineer and supported by the town's Sustainability Coordinator and GIS & Project Administrator. The Technical Division is an internal restructuring of existing town positions to promote and encourage the sharing between all town departments the technical expertise and knowledge-base that the division staff have to offer.

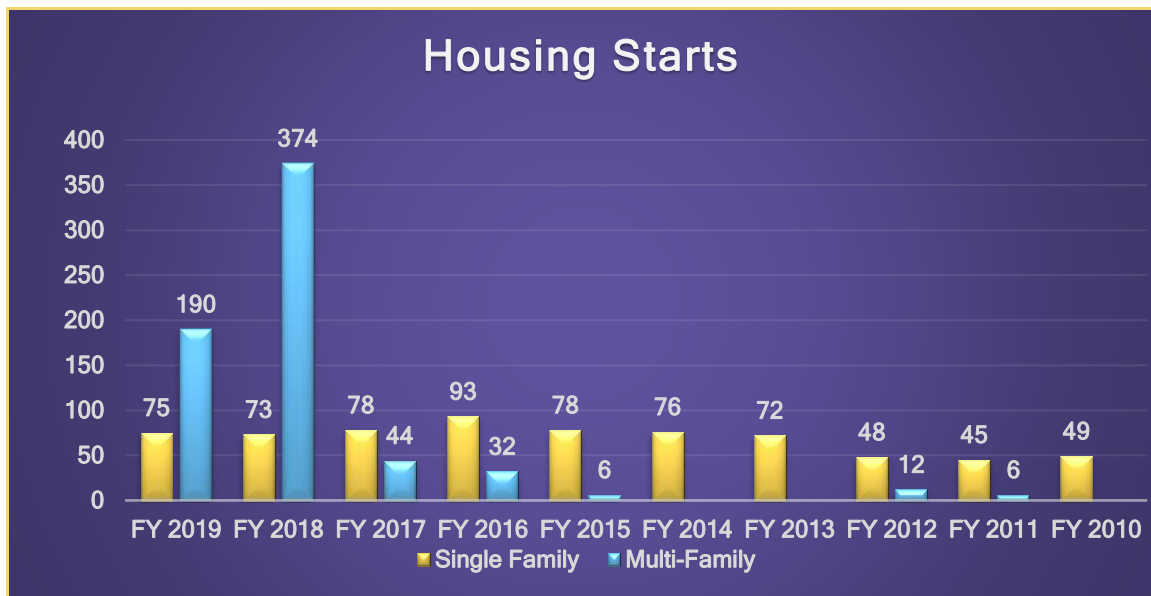
Given our wide ranging work, we have a diverse, competent staff with a variety of skills organized under the different divisions. We are also closely aligned with the other Town departments and share staff with the Fire Department, Community Services and Public Works.

Zoning and Code Enforcement Division

Our Zoning, Code Enforcement, and Administrative staff work hard every day to ensure compliance with our building, life-safety, land use codes, and natural resource regulations, through our plans review, permitting, and inspection program. Our Zoning and Codes team is very active with a high volume of permitting, inspections and related assistance provided to applicants and the general public. As illustrated below, overall development activity is robust with 785 building permits issued in FY19. This year the community continued to experience strong growth in multi-family developments. Single-family development remained stable with over 70 new single family building permits issued. The developments reviewed by the staff contributed to over \$94 million worth of new construction value occurring in FY19.



Planning continued:



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

Planning Division

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

In particular, FY 2019 was defined by our department's efforts related to the Comprehensive Plan, development review, ordinance modifications, and transportation planning, and assisting the public. A sample of initiatives are highlighted below.

Planning continued:

Key Initiatives and Accomplishments for FY 2019

- ***Comprehensive Planning-*** Working with the Long Range Planning Committee the town engaged in a public dialogue to update the Comprehensive Plan. The Comprehensive Plan will guide future decisions for land use related to conservation and growth in Scarborough, transportation, natural resources, housing, parks and open spaces, sustainability, trails, public facilities and services, economic development, as well as community identity
- ***Transportation Efforts-*** Collaborating with partners at Portland Area Comprehensive Transportation System (PACTS), a regional planning organization, our department engaged with the public and the Transportation Committee on developing a comprehensive planning study for the Route 1 corridor. The efforts of this partnership will take shape throughout FY20.

In addition to these initiatives, the our Town Planners and Engineer manages the Planning Board's Site Plan and Subdivision review process, which has included some significant development projects in FY19. Most notably:

- ***Multi-family development-*** The first Phase of the Downs redevelopment was approved; which include a mix of multi-family, two-family and single family units. In addition, the multi-family development portion of the Eastern Village subdivision was finalized.
- ***Single Family Subdivisions-*** Three single family subdivision were approved, totaling 41 new lots.
- ***Commercial Development-*** in addition to a number of smaller additions, over 140,000SF of new commercial space (office, retail and restaurant) was approved for development.

Technical Division

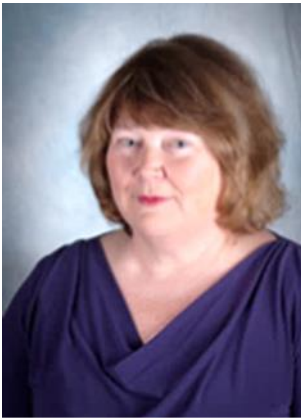
The Technical Division, including the Town Engineer, Sustainability Coordinator and GIS & Project Administrator, provide multifaceted support and leadership to a number of diverse projects. Many of these projects they supported are identified in the various annual reports from other departments; however I'd like to highlight a few items below:

- ***Watershed Planning & Restoration-*** The Town of Scarborough has two streams that the Maine Department of Environmental Protection (DEP) has classified as Urban Impaired Streams, which means that pollution levels make it difficult for stream life to survive. The Town has begun work to improve the health of one of these streams, Phillips Brook. The work is funded by a \$115,000 grant from the DEP and the US Environmental Protection Agency (EPA).
- ***On-Line Mapping Updates-*** Staff has worked with a consultant to overhaul the WebGIS (on-line mapping) system in order to provide a user-friendly experience for the public, while maintaining the detail needed to provide an efficient platform for internal municipal staff. In addition, staff looked for opportunities to integrate additional tools to link to other systems that municipal departments use to optimize efficiencies for information across different disciplines. This partnership enables the town to grow with the needs of the community and businesses in order to enhance online capability for accessing information promptly.

Final Note- I would like to thank and recognize all of our staff - Town Engineer Angela Blanchette; Zoning Administrator Brian Longstaff, Code Enforcement Officers Brian Dobson, John Lotfey and Bruce Smith; Assistant Town Planner, Jamel Torres; Administrative Assistants Robin Dahms and Doreen Christ; Sustainability Coordinator Jamie Fitch; and GIS & Project Administrator, Micah Warnock - for their hard work, dedication, professionalism and innovation.

Respectfully submitted,

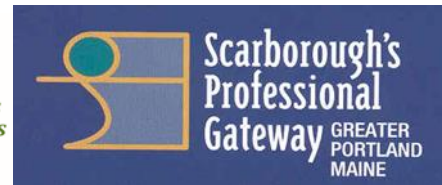
Jay Chace, Town Planner



*Karen Martin
Executive Director*

Report from the SCARBOROUGH ECONOMIC DEVELOPMENT CORPORATION

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



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.

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

In Fiscal Year 2019, Scarborough benefitted from new businesses, new employees and new physical structures.

Development Activity

In 2018 Scarborough had just over 20,350 residents representing 7% of the Cumberland County's population. In the second quarter of 2018, Scarborough's economic base included 15,926 jobs, or 8.6% of the county's jobs.

Employment in Scarborough is up 1,743 net new jobs or 12.3% from QT2 2010 to QT2 2018. Total wages in the community jumped 28.6%, while the average wage increased 14.6%. The town added 137 net new businesses to the tax rolls during this time, a 13.9% increase.

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

Health Care continues to be the dominant industry cluster in Scarborough - with 21% of total "wage and salary" jobs falling into this classification. This sector is fueled by major players in the health care market including Maine Health, which has both its research institute and its financial center located in town. A proposal for an additional 108,000 square feet of space for the Maine Health campus is currently before the Planning Board. Martin's Point Health Care, which opened in January of 2017 is another major component of Scarborough's health care industry.

Research has been modernized and square footage increased, providing an excellent location for new companies in the health care and bioscience economic clusters. The site is located near the I-295 connector, providing 10-minute access to downtown Portland. Goodwill's Neuro Rehabilitation Services staff will occupy just over 10,000 square feet of space in the newly revitalized building.

In terms of new construction, multifamily rentals comprise a large portion of new construction in town. During the calendar year of 2018, some 500 new multifamily building permits were issued. The Beacon at Gateway is under construction, with a total of 283 new luxury rentals coming online across from The Gateway Shoppes. Approximately half of the units have been built and are fully occupied. These rentals will increase Scarborough's housing mix and attract high income renters in a variety of age groups.

The Downs, a mixed-use project located on the 500-acre parcel formerly known as Scarborough Downs. It's located within the Town's designated growth area as determined by the Comprehensive Plan.

As proposed by the owners, the property has the potential to create a mixed-use project with nearly 2 million square feet of non-residential development. Part of the non-residential square footage will accommodate production space, which is in high demand in the regional market. This area will be known as the Innovation District,

SEDCO continued:

which received preliminary subdivision approval in April. The Downs property will also provide a mix of housing types appealing to multiple age groups. The first of the housing units is anticipated for Summer of 2019.

The first commercial project opened in Dunstan Crossing this year - Dunstan Tap & Table. They opened in July 2018, providing a new gathering place for residents of Scarborough. More commercial establishments are anticipated in Dunstan Crossing as well as additional Multi-family units.

The above list is just a sampling of the projects completed in FY 2019. SEDCO thanks all the companies, existing and new, who are working to make Scarborough a great community.

Staffing



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

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

SEDCO Board of Directors

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

Magdalena Slawiec

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

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

Annual Meeting

One of the many tasks the SEDCO Board takes on each year is the Annual Meeting, which is a celebration of the Scarborough business community. The 2018 Annual meeting featured, Travis Cummings, Executive Vice President of Dexter Enterprises, Inc. The firm is owned by the Alford family, and Travis manages the day-to-day grant making operations of the Harold Alford Foundation.

SEDCO received generous support for the Annual Meeting from 20 sponsors including Hannaford as the top sponsor.

Additional sponsors included The Holy Donut, Risbara Brothers, Martin's Point Health Care, Biddeford Savings, cPort Credit Union, Gawron Turgeon Architects, Piper Shores, People's United Bank, Nonesuch River Brewing, Town & Country Federal Credit Union, Roxane Cole Commercial Real Estate LLC., Saco & Biddeford Savings, Enterprise Business Park, Gorham Savings Bank, Northeast Civil Solutions, Blaise Civil Engineering, Androscoggin Bank, Fluid Imaging, Katahdin Trust, FELDCO, Androscoggin Bank, Bangor Savings Bank, and University Credit Union.



Andrea Killiard, Chair, opens the 33rd Annual Meeting of the SEDCO Board of Directors

SEDCO continued:

The Board also recognized outstanding businesses and organizations for FY 2019 (Presented in October 2018):

- * **Project of the Year:** Nonesuch River Brewing
- * **Outstanding Legacy Business:** Johnson & Jordan
- * **Outstanding Small Business:** Pho Hong
- * **Entrepreneur of the Year:** Ready Seafood Co.

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

Vision Committee

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

In 2018, the Vision Committee was focused on Eco Tourism for 2018. They brought together a mini summit of the natural resource-based groups this year to talk about elements of Eco Tourism already exist in Scarborough and we can work together to manage impacts, increase dollars spent in the local economy and coordinate materials for visitors.

Services

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

- * Understanding and communicating business needs - from existing, new and relocating businesses
- * Facilitating business resources with our regional partners, such as the 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
- * Building information resources for businesses and leaders.
- * Collaborating with town staff on projects that make Scarborough a great place to do live, work and do business.

SEDCO continued:

By the Numbers

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

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

Here are the latest stats for Scarborough.

2018 Population:	20,352 (Census Bureau 2018 Vintage)
2018 Jobs:	15,925 wage & salary (2 nd Quarter/excludes self-employed)
2019 Labor Force:	11,174 (June)
2019 Unemployment Rate:	2.4% (June)
2017 Retail Sales:	\$604 Million
% of Jobs in Health Care:	20%
Largest Private Employer:	Hannaford

Sources of Info: US Census Bureau, Vintage Annual Population Change, Maine Department of Labor, 2019, 2nd Quarter for Covered Employment and Labor Force. Retail Sales from State of Maine

Respectfully submitted,

Karen Martin,
Executive Director



Photography by Town Staff

Report from the POLICE DEPARTMENT

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

It is with great pleasure that I submit the Annual Report of the Scarborough Police Department for Fiscal Year 2018-2019. It has been another busy year for us and as I have in the past, I will try to point out some of the significant events and accomplishments



*Robert Moulton
Chief of Police*

Personnel

This past fiscal year has seen significant changes to our organization and its' structure. Prior to the beginning of the fiscal year, I proposed and received permission to create a Lieutenants position. This did not include the hiring of an additional officer and was accomplished through a restructuring of our supervisory staff. There were a number of reasons for this change, but the most important reason is to improve upon our patrol supervision.

As we have grown as a department, Sergeants have, by necessity, taken on a number of collateral duties. Many of these require a fair amount of office time to complete. Unfortunately, while Sergeants were busy with these responsibilities they were not on the road backing up and supervising the patrol officers. The new Lieutenant position has picked up many of the collateral duties and freed up the Sergeants to be on the road. For me this accomplishes two things; first it adds to the number of people available for calls, but more importantly it gives an opportunity for our first line supervisors to mentor, evaluate, and assist our patrol officers.

Sergeant Timothy Barker was promoted to Lieutenant to fill this newly created position. Officer Barker joined our department as a reserve officer in 1990. When Tim became a full time officer in 1995 he became the department's first second generation officer. His dad, Sergeant Michael Barker was a full time officer with the department for over 25 years before retiring and handling the Prouts Neck patrol for an additional 15 years. Officer Barker was promoted to Sergeant in 2012 and has served as a Patrol Sergeant prior to being promoted to this new position.

In January, Deputy Chief Marla St. Pierre announced her plans to retire on July 3, 2019, after serving as a full time officer for over 39 years. Having served as a Reserve Officer prior to that, Marla has actually been a part of our department for over 42 years. Marla has been a rock star and much like Beyoncé, Elvis, or Oprah, she only needs one name.



While female officers are fairly common in today's world, that was not the case in 1980. Marla was a pioneer and, as such, has developed a reputation that reaches far and wide. Marla rose through the ranks of our department, not because she was female, but because of what she brings to the table. Not only were female officers not common, but as she rose through the ranks, she continually set new goals for young female officers to strive for.

In 1999, as a new Chief, I needed a positive, intelligent, and caring individual to serve as my Deputy Chief and help lead our department into the 21st century. I did not need to look far and in May of 1999, Marla was promoted to Deputy Chief with the rank of Captain. The Town of Scarborough and its' citizens have been very fortunate to have been led by this law enforcement pioneer. On a personal note, I could not ask for a better friend or partner and I want to personally thank her for her dedication to my family, friends, and neighbors over the last 39 years.

In order to fill the vacancy created by Deputy Chief St. Pierre's retirement, a promotional process was held and Sergeant John O'Malley was selected to fill her position. Officer O'Malley was hired as a Reserve Officer in 1992 and then began his career as a full time officer in 1994. John was promoted to the rank of Sergeant in 1999. Sergeant O'Malley served the next 20 years as first a Patrol Sergeant, and later as the Sergeant in charge of our Special Enforcement unit prior to accepting his new responsibilities as Deputy Chief.

Police continued:

There is a fair amount of research around this issue, generally referred to as Adverse Childhood Experiences (ACEs). Adverse Childhood Experiences have been linked to;

- Risky health behaviors,
- Chronic health conditions,
- Low life potential, and
- Early death.

As the number of ACEs increase, so does the risk for these outcomes. Formal research commonly identifies a specific list of ACEs, but I believe that common sense tells us that any event that causes some emotional trauma is possibly relevant and potentially impactful. I have heard Officers lament many times how unfortunate and devastating it was for a child to witness the death of a parent, the arrest of a family member, domestic violence in the home, a family member involved in an accident, or any number of other situations that occur each and every day. While there may be no way to prevent or eliminate ACEs entirely from a child's life, what we can do is help how those traumas are managed after.

Safe, stable, and nurturing relationships and environments can have a positive impact on these children. So what does all of that mean to us? During this period we introduced two initiatives that I believe will help in both making stakeholders aware that a child may have experienced a traumatic event, while also assisting in providing a positive relationship and environment that may help a child to cope with an adverse experience.

Operation KIND (Kid In Need of De-escalation)

I have asked every officer to think about these children when they respond to these calls. In situations that involve school aged children, I have asked that officers make our school resource officers aware that a child has witnessed or experienced a traumatic event. While the specific or confidential details of the event should not be disclosed, we want to make school officials aware of a (KIND) situation. This should not be perceived as any judgment of a family's situation particularly as in many cases the event may have been the result of nothing more than unfortunate circumstances. Our goal is to assist our schools in providing a safe, secure, and nurturing environment that will help a child cope with a challenging event, incident, or situation. This program was enacted so that children's needs do not go unrecognized. What they have going on is as important as any other crisis that we encounter.

High Five Fridays

In an effort to promote positive interactions and relationships with the young people in our community, the Scarborough Police Department instituted High Five Fridays. The initiative is to have an officer greet students as they arrive at a school on Friday morning. The officer arrives at the school prior to the beginning of the school day and greets the students as they arrive at school. School and officer assignments rotate week-to-week. For us to have the positive impact relative to the prevention of risky behaviors, we must connect and form relationships with our students from a young age and maintain positive and constructive relationships with them throughout their school years. I am hopeful that this will be a small, but significant step in that journey.

Youth Leadership Program

In July, the Scarborough Police Department hosted the Scarborough Police Department Youth Leadership Camp. This camp was overseen by Lt. Barker and focuses on students from grades 6-9 that want to expand their leadership skills. Focus is spent on team building, individual characteristics and combining these together. Guest speakers that focus on leadership included members of the military, sports figures, government officials, and health professionals.

Substance Use Follow-up Program

Operation HOPE at Scarborough Police Department has expanded its efforts to reach people suffering from Substance Use Disorder by implementing our new "Substance Use Follow-up Program". The goal of the Substance Use Follow-up Program is to visit people who have recently overdosed in Scarborough, or been involved in a police incident that was fueled by Substance Use Disorder. Two team members will respond within 24-48 hours to provide both encouragement for seeking treatment, as well as information on our Operation HOPE program and other available resources in our area for Substance Use treatment or support. Narcan will be supplied to the person or their family if appropriate.

Police continued:

The men and women of the Scarborough Police Department see firsthand the impact of Substance Use Disorder. Those caught in the grip Substance Use feel hopeless and powerless to escape its grasp. Substance Use Disorder causes pain and suffering, ruins lives, tears families apart and, all too often, results in death.

Aside from impacting those directly affected by Substance Use Disorder, heroin and opiate use serves as a major source of crime in our community. A significant number of the thefts, burglaries, robberies, and other crimes we see are committed by people struggling with Substance Use Disorder.

We believe we can reduce the impact of heroin and opiate use on our community by encouraging those who suffer from Substance Use Disorder to seek help and experience recovery. As I write this report, I am pleased to report that there are members of our community that are alive and well in recovery as a result of this follow-up.

Operation HOPE

For this reporting period, we are pleased to report that 52 individuals found treatment as a result of our program. As of June 30, we have had 379 participants since the onset of our initiative.

I am also very pleased to report on a couple of significant events that took place during the year. Early in the year we received a call from Today Show producer Jared Crawford. Mr. Crawford made me aware that reporter Kate Snow had been following the opioid crisis all across the country and had heard about Operation HOPE and was interested in doing a story here. It was unbelievable to think that there was national interest in what we were doing here in Scarborough.



In February, the today show did in fact show up and turned our classroom in to a quasi-recording studio with flood lights, camera operators, producers, and of course on-air personality, Kate Snow. The segment centered on our program, the Milestone Recovery Center, and an individual that had actually shown up on the day of filming, seeking assistance in finding treatment and recovery. It was quite an experience and made us quite proud when the segment aired in March.

The Scarborough Police Department and Operation HOPE were also recognized during this period by the Police Assisted Addiction and Recovery Initiative (PAARI). We were selected as one of 16 programs throughout the United States to be awarded a full one year grant for an AmeriCorps VISTA Member to assist with the work of Operation HOPE.

Awards

In April of 2019, the Public Safety Departments held the 2018-2019 Public Safety Recognition Ceremony. Each year, members of the Police, Fire, and EMS are recognized for their outstanding service, as well as years of dedicated service to the Town of Scarborough.

Five Years of Service

Officer Travis Hon and Lead Dispatcher Jay McAdams

Ten Years of Service

Officer Melissa DiClemente, Officer Andrew Flynn, and Dispatcher Mike Mains

15 Years of Service

Administrative Assistant Kim Sperlich

John T. Flaherty Award for 30 Years of Service

Deputy Chief David Grover, Sgt. Thomas Chard, Sgt. Eugene O'Neill, Sgt. Mary Pearson, and Officer Francis Plourd

Award for 40 Years of Service

Chief Robert Moulton

Police continued:

During this ceremony, we were also able to recognize individual and teams efforts that deserved recognition.

Police Commendation: Officer Brian Nappi - for his actions during a vehicle stop in which a stolen vehicle and stolen firearm were recovered.

Police Unit Citations: Lt. Tim Barker, Officer Mike Sawyer, Officer Mike Thurlow and Reserve Officer Ted Mahar - for their actions during a standoff with an armed subject. Sgt. Scott Vaughan and Officer Brian Nappi - for their investigation which led to the recovery of a stolen AR-15 rifle.

LifeSaving Award: Officer Melissa DiClemente - for lifesaving actions to a subject experiencing an overdose. Officer Ben Landry - for life saving actions to a subject for whom he administered CPR.

Community Enrichment: Deputy Chief John O'Malley - for dedicating his time to repair a room with significant water damage for a family with a special needs child.

Community Service Award: Walmart and Rodgers Ski & Sport - for supplying and repairing bicycles that were provided to those in need.

Support Service Person of the Year - Scarborough Police Explorer Peter Daniels

Leadership Award - Sgt. Donald Laffin

Officer of the Year - Officer Holly Thompson

Dispatcher of the Year - Dispatcher Kristie McLaughlin

Chief's Award - 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. As always, I need to give special thanks to Fire Chief Mike Thurlow, Public Works Director Mike Shaw, Community Services Director Todd Souza, and all of the other department heads with whom we work every day. I would also be remiss if I didn't thank EMS Deputy Chief Tony Attardo, who retired this year after giving 33 years of dedicated service to our community. Well done Tony and please accept our best wishes on a long and healthy retirement.

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:



*Angelo Mazzone
Harbor Master/Marine
Resource Officer*

I respectfully submit this annual report as the Harbormaster and marine resources Officer for the town of Scarborough for the year ending June 30, 2019

I was fortunate to be able to return to the Town Of Scarborough in October 2018.

During this period we have responded to several marine related rescue calls with the Fire Department. We have also worked on the moorings, and were able to get several people off of the waiting list, and onto a mooring. This list has not had any movement for several years. Working with the ordinance committee some issues have been cleared up and corrected as well. We have regularly patrolled by both truck and boat, with particular attention in the upper rivers for speed violations. Many life jacket checks have been done as well. We participated in Operation Dry water which is OUI enforcement on the water. The program is very active and will remain so in the future.

During this period several areas of Clam Flats were opened some for the first time in many years. We do participate in the water quality program with the Department of Marine resources, by collecting samples. Last year Scarborough diggers landed the most clams in the state. Our flats remain open most of the time, and the clam diggers are very active. They also are participating in conservation work as needed to maintain their licenses, with many doing extra.

Overall we are enjoying the many benefits our working waterfront brings us, as well as recreational use. We had a safe year over all. Our lobstermen are working hard as always, and have done a great job of keeping our facilities clean and manageable. Many people are fishing as well recreationally, landing some nice catch. Many people from away comment on how beautiful Scarborough is, and how they love being here.

I would like to thank the people of Scarborough for their continued support, and care of our beautiful town. I would also like to thank the other town departments who assist us sometimes daily to help make it all work.

Respectfully submitted,

Angelo Mazzone,
Harbor Master/Marine Resource Officer



Photography by Town Staff

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 2019.

During the 2018 season, Scarborough clammers landed more Soft-Shell clams than any other town in Maine. The 2019 season was another banner year to remember for the town's clammers. Both recreational and commercial diggers benefited from a widespread bounty of clams throughout the town. We were fortunate to have only one minor red tide closure during the summer, as well we benefited from consistently beautiful weather.

The Shellfish Conservation Commission has recently been focusing on obtaining information on the health of the town's clam flats. This was done through science along with traditional landing reports. New clam population survey protocols are being put in place to give real data on the status of our clam resources. This will allow the Shellfish Conservation Commission to concentrate its efforts on what will best help to maintain healthy clam flats.

The Scarborough Estuary has abundant resources that have been masterfully managed by a coordinated network of people. This would not be possible without the work of Tody Justice and the Town Clerk's office, Friends of the Scarborough Marsh, the Shellfish Commission itself, and countless other individuals.

A special thank you to Angelo Mazzone, Scarborough's Harbormaster and Shellfish Warden.

I would like to remind all citizens that the Scarborough Town Hall offers recreational day passes for clam digging in addition to yearly licenses. Remember children ages 16 and under may accompany recreational license holders!

Respectfully submitted,

Nathan Orff,
Harbor Master/Marine Resource Officer



Photography by Town Staff

Report from the

ANIMAL CONTROL OFFICER

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



This report is submitted respectively for the community of Scarborough. Every year I receive numerous calls regarding orphaned or abandoned young wildlife. The following may be some important things to remember when encountering young wild animals around your property.

Most young animals will be born in the early spring and about six weeks later will be actively moving around. This is the most likely time to encounter what may look like an orphaned or abandoned animal, and the chance that someone may want to handle the animal or move it into another area. It is my recommendation that you don't handle the animal and leave it where it is, the parent of the animal may not be too far away. Also handling young wildlife tends to stress the animal and may cause it to bite. In the case of a bite from any wild animal in particular, raccoons, fox, or skunks the animal will have to be euthanized and tested for rabies. Young animals can be born carrying the rabies virus particularly the ones just listed.

Chris Creps
Animal Control Officer

Another animal that tends to be handled frequently by people are fledgling birds, a fledgling is a young bird learning to fly. They often jump out of their nearby nest in attempt to fly and end up on the ground. Often people will find them and put them in a box and try to feed it water and bread. Neither of these things are good for the bird and

may harm or cause the bird to die. The adult birds are probably nearby and often come down to feed the young bird until it is able to fly on its own.

If you happen upon a young wild animal my recommendation is to leave the animal alone, if it is still in the area for more than a day contact the Animal Control Officer. Then I can determine what to do in relocating the animal or having the animal brought to a rehab center for wild life.

Respectfully submitted,

Chris Creps
Animal Control Officer

Dog licenses 2017-2018:3650
Confirmed Rabies cases:.....None testing positive
Calls to service for 2018-2019.....1523

<i>Animal Refuge League</i>	<i>207-854-9771</i>
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<i>Center for Disease Control</i>	<i>1-800-821-5821</i>
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<i>Maine Warden Service</i> <i>Gray Headquarters</i>	<i>207-657-2345</i>
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<i>ME Health & Environmental</i> <i>Testing</i>	<i>207-287-1706</i>
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Report from the FIRE DEPARTMENT/ RESCUE UNIT/EMA

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

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, 2019. As is customary I have included a summary of the past year's activities and emergency calls for service for those that enjoy comparing the data from year to year in this report.

Personnel Changes

During this past fiscal year we had a significant change in senior management when long-time Deputy Chief of Emergency Medical Services, Anthony (Tony) Attardo Jr., announced his retirement effective January 4th. Tony was a 33 year veteran of our department starting as a member of the Rescue call company in 1986. In 1988 Tony was hired as the department's 4th full-time paramedic. In 1991 Tony was promoted to be the first full-time Captain / EMS



Anthony Attardo

Director of the Scarborough Rescue Unit. In 2001 that position was reclassified as the Deputy Chief of EMS. Throughout his long and distinguished career Tony touched the lives of hundreds of citizens, employees, and peers across the State of Maine. He was a constant advocate for the patients he cared for, and the employees who worked for him. Tony was instrumental in building the town's integrated emergency medical system, and was also well known for his leadership in EMS across the state of Maine. In fact Tony was honored with a Lifetime Achievement Award from Maine EMS in 2011. Thank you for your many years of service to our department and to the citizens of Scarborough Tony. We congratulate you, and wish you the very best during your well-deserved retirement!



*B. Michael Thurlow
Fire Chief /EMA Director*

After a thorough recruitment process we were pleased to offer the EMS Deputy Chief position to Richard Kindelan. Rich has an impressive resume and came very well prepared for this position. He is a US Air Force veteran who served active duty as a fire protection specialist for four years. Rich also spent four years as a firefighter at the Loring Development Authority in Northern Maine, and served five years as a firefighter at the Brunswick Naval Air Station. In 2006 he joined the Gardner Fire Department as a Paramedic Firefighter serving at the rank of Captain. In Gardner Rich served as the department's training officer as well as the Safety and BLS Compliance Officer. In 2013 Rich was hired as a Deputy Chief for the Yarmouth Fire Department where he was responsible for the administration of Fire and EMS Operations and also served as Yarmouth's Emergency Management Director. Most recently Rich has been serving as Deputy Chief of the Old Orchard Beach Fire Department. Congratulations on your appointment Rich, and welcome to the Scarborough Public Safety family.

In April the department's most senior, full-time, Paramedic/Firefighter, Robert (Bob) Conlogue, retired after 26+ years of service to the citizens of Scarborough. Bob was one of our most respected and talented providers who literally saved dozens of lives and helped take care of hundreds of patients during his time with our department. We wish Bob the very best as he transitions from his role as a paramedic to his second career as a registered nurse.

In order to fill Bob's position as well as some other vacancies during the past year, the department was pleased to welcome three new full-time firefighter/EMTs; Michael Welch, Thomas Sawtelle, and Douglass Kerr.

Emergency Management Activities

One of the most notable changes this past year was the retirement of Scarborough resident Jim Budway who had served as the Cumberland County EMA Director for several years. Joe Chappell was named to fill that vacancy, and we worked closely with Joe and his staff on planning for an active threat scenario. That process included working with the school and several municipal departments to develop policies and train personnel to deal with

Fire/EMS continued:

those types of threats. Those activities culminated in a full-scale active threat exercise at Scarborough's Middle school.

Public Safety Building Project

Certainly one of the biggest and most exciting stories of past fiscal year was the construction of our new public safety building. A groundbreaking ceremony was held on November 8th celebrating the beginning of the construction phase of this important project. Over the course of the winter footings and foundations were installed and masonry walls were built to house the fire department apparatus bays. The steel frame of the structure was erected in the spring, and by June 21st we marked the completion of that milestone of the project with a topping off ceremony. That is a special event where the final steel beam is painted white and signed by the owners as well as all the contractors and tradesman that worked on the building before the beam was hoisted into place completing the skeleton of the structure.

As this report goes to press our new facility is completely framed and closed in. There are nearly 100 skilled tradesman from a variety of subcontractors working on the site daily to bring the design to reality. The project is slightly ahead of schedule with substantial completion targeted for mid-February. Final punch list items and commissioning, along with the delivery and installation of furniture, fixtures, and equipment will take place in March, with a target move-in date of early April 2020.

The town assembled an outstanding team including Landry/French Construction, a local Scarborough construction firm who is the general contractor, and Context Architecture the firm that is leading the design efforts. We are fortunate to have Tom Perkins, the owner of Dirigo Architectural and Engineering, as our owner's representative. Tom's role is to look out for the best interest of the Town, and serve as the Clerk of the Works on our behalf. The process has been very collaborative, productive and effective to date, and our public safety family is looking forward to moving in next spring where we will be much better able to serve the public safety needs of the citizens and visitors to Scarborough.



Ground breaking ceremony 11/8/18



View of the facility from the northwest



Final beam erection & topping of ceremony 6/21/19

Fire/EMS continued:

Anniversary Celebrations

This past fiscal year we had the opportunity to celebrate three special anniversaries in the fire service. They include the 30th anniversary of the Student Live-in Program, the 50th anniversary of the Fire Science Technology program at Southern Maine Community College (SMCC), and the 70th anniversary of Maine's state-wide firefighter training entity. 30 years ago Scarborough Fire was one of the charter departments to work with SMCC to institute a new and innovative internship program along with the Gorham and South Portland fire departments. The concept was to offer incoming college students studying firefighting or emergency medical services, an experiential learning opportunity to apply the skills they learned in the classroom. Instead of living in a college dorm, selected students would live in the fire station in exchange for becoming a member of the department, responding to calls, and helping to maintain the station and equipment housed there.



Three of Scarborough's newest students

The program started with 6 students in those three founding communities, and has now grown to a program that involves 16 departments across southern Maine housing a total of 90 students each semester. In Scarborough we currently have 15 slots spread between our six neighborhood fire stations. Over these many years well over 250 students have been through the program here in Scarborough. It has proven to be a great recruiting tool. Several of our full-time, and per-diem personnel have come through that program. Many other Scarborough live-ins have gone on to successful careers in dozens of other departments all over the country.

The program is mutually beneficial. The students gain a realistic understanding of the day to day life of a career firefighter/EMT. They eat, sleep, cook, and serve beside veteran role models who provide mentoring, advice, and help with their academic studies. The town benefits from a number of new and highly engaged and motivated members of our department to help fill the need for an ever dwindling call force.

This year we also celebrate the 50th anniversary of the Fire Science associate's degree program at SMCC. That program has continued to be a great source of education for both entry level students interested in a career in public safety, as well as a resource for veteran members who need leadership and other advanced courses as they prepare for promotional opportunities within their departments.

Finally we celebrated the 70th anniversary of the creation of Maine Fire Training & Education (MFT&E), now known as the Maine Fire Service Institute (MFSI). MFSI was created shortly after the 1947 wildfires that decimated so many communities all across the state. In those days of the late 40's there were many organized fire departments, but no organized training program. New members learned from veterans within their own departments and different communities rarely worked together. One of the big lessons learned from the '47 forest fires was that the fire service needed to standardize so we could work together more efficiently during large scale events. MFT&E was created to bring hands-on, standardized, training and certification to the various volunteer firefighters in stations across the state of Maine. MFSI continues to play that important role today, and it is just as critical as it was then. Firefighting tools, technology, tactics, and strategy change all the time, and our first responders need to be life-long learners, ready to adapt to, and take on whatever challenge the bell rings for.

New Municipal Fire Alarm System

This past year the department undertook a major project to modernize the town's municipal fire alarm system that connects the town's fire stations, schools, and many other municipal and private businesses to our dispatch center. As we prepare to transition into our new public safety building next year, we needed to make a decision on what to do with our current fire alarm system. Systems like our current legacy system are based on nearly 100 year old telegraph type technology that depends on copper wire connections attached to telephone poles. That system has served our community faithfully for more than 50 years, but there are new, modern, digital systems available now that are based on wireless mesh radio technology. After analyzing various options we determined that it wasn't financially prudent to move the legacy equipment and stick with an antiquated system prone to maintenance and outages. The town decided to invest in a new wireless technology solution that automatically tests itself, and will provide better, and more dependable service, with lower costs of maintenance for many years to come. The new system is currently being installed and will be up and running later this fall prior to the move to the new building.

Responses by National Fire Incident Reporting (NFIRS) Categories FY18-19

		Total Calls	% of Total
NFIRS-100 Series	Actual fires in structures, vehicles, grass, woods, etc.	82	1.90%
NFIRS-200 Series	Overpressure, explosions, overheating w/ no fire	0	0%
NFIRS-300 Series	Emergency medical calls including Marine & specialized Hazardous conditions including vehicle accidents & Haz Mat calls	2,950	69.10%
NFIRS-400 Series	Service calls including details, investigations & mutual aid coverage*	103	2.50%
NFIRS-500 Series	Good intent calls including or order investigation & cancelled enroute	376	8.80%
NFIRS-600 Series	Alarm or sprinkler activations with no fire, false alarms, or false calls	245	5.70%
NFIRS-700 Series		498	11.70%
NFIRS-800 Series	Severe weather events & natural disasters	4	0.10%
NFIRS-900 Series	Special incident type not otherwise classified above	10	0.20%
	Totals	4,268	100%
*Mutual aid calls include 325 Gorham Tank 1 calls to incidents in Gorham from our shared station.			

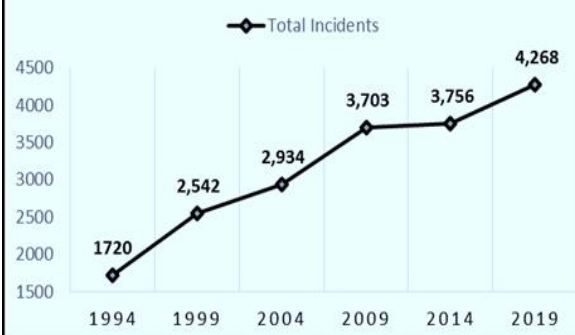
Individual Truck Responses

246 Engine 1 Black Point Rd	289 Ladder One
Engine 2 (Square)	188 Ladder Two
229 Engine 3 Pleasant Hill	379 Tank One
125 Engine 4 Pine Point	167 Forestry Three
313 Engine 5 N. Scarborough	188 Forestry Four
373 Engine 6 Dunstan	8 Marine One
673 Engine Oak Hill	0 Marine Three
1,973 Ambulance 1 Oak Hill	22 Marine Four
1,284 Ambulance 2 Dunstan	0 Marine Five
146 Ambulance 3 (Spare)	142 Squad Seven
227 Unit 2 Black Point Rd.	22 Command Post
404 Unit 6 Dunstan	1,187 Car 7 (Duty Officer)
937 Unit 7 Oak Hill	6 Canteen

TRAINING DIVISION

Administration	324 Hours
Full Time Personnel	2,095 Hours
Engine 1 Black Point	621 Hours
Engine 2 (Per Diem Personnel)	1,754 Hours
Engine 3 Pleasant Hill	973 Hours
Engine 4 Pine Point	843 Hours
Engine 5 North Scarborough	561 Hours
Engine 6 Dunstan	598 Hours
Engine 7 Oak Hill	626 Hours
Total	Hours 8,413 Hours

TOTAL CALLS FOR SERVICE 1993-2019



Fire Prevention / Inspection Division

Total	Inspection/ Permit Type	Violations
65	Consultations /Plan Reviews	Total Violations Issued
464	Annual Inspections	317
135	Monthly Inspections	Total Violations Corrected
523	Re-inspections	121
-	Miscellaneous Inspections	Includes Violations from previous years
1,612	Burning Permits	
118	Construction Permits	
53	Certificate of Occupancy Permits	
30	Suppression Permits	
39	Alarm System Permits	
5	Fire Works Permits	
3,044	Total	

"Awards Recognition"

Each year the fire and police departments come together as one public safety team at our annual awards ceremony to honor the great work of our first responders. This event recognizes individuals and teams for their years of service and exceptional contributions to the safety and wellbeing of the citizens and visitors of Scarborough. What makes these awards special is that the vast majority of them are nominated and selected by their peers. A summary of the fire department awards bestowed at the ceremony for calendar year 2018 are noted below.

Years of Service Awards

<u>5 Years</u>	<u>5 Years</u>	<u>5 Years</u>	<u>10 years</u>	<u>15 years</u>
Brian Ackley	Jessica Balogh	James Bradley	David Oliver	Michael DiClemente
James Butler	Ryan Cunningham	Patrick Emanuelson		Joseph Carroll
Adam Foster	Brandon Grant	Patrick Flynn		
Tucker Holt	Linwood Higgins	Aaron Riley		

Gold Badge for 20 Years of Service

Michael Balzano, Thomas Dedian, Glen Reed & Ryan Ouellette

Vern Paulsen Award for 25 Years of Service

Jason Greenleaf & Alan Vittorioso

Capt. Erwin Faunce Award for 30 Years of Service

Phil McGouldrick

Chief Robert Carson Award for 35 Years of Service

Joseph Pallotta

Chief John Harmon Award for 40 Years of Service

William Weeks

Chief Eldred Harmon Award for 50 Years of Service

Edward Payson

Fire Chief's Merit Awards

Office Manager Julie Sanford

Stork Award

Ashley Knight, Matt Norton, Jeff Grinnell, Ryan Baillargeon, Nick Ciasullo

Student of the Year

Shaun Blanchard

Paramedic of the Year

Gerry Pineau

Dispatcher of the Year

Kristie McLaughlin

Firefighter of the Year

Deane Gower

Police Officer of the Year

Holly Thompson

Fire Officer of the Year

Anthony Attardo Jr.

Fire/EMS continued:

Saying Goodbye

Although this is the report from the Fire Department, we are fortunate to think of ourselves as one public safety family along with our friends and professional colleagues in the police department. This report wouldn't be complete without mentioning the retirement of a dear friend and colleague, Deputy Police Chief Marla St. Pierre. I've had the personal and professional privilege of knowing and working with Marla since she joined the police department 42 years ago. Over the years, particularly as we both moved into our leadership positions, I have had the pleasure of working with her very closely in a number of both rewarding and some very trying calls. Marla always provided a calm and reassuring presence at challenging calls, but was also a trusted, experienced, voice when Chief Moulton or I needed advice on any topic. Congratulations on your long and distinguished career Marla. It has been an honor and privilege to know and work with you. I and all of your friends in the Scarborough Fire Department wish you the very best for a long and happy retirement.

I also want to congratulate John O'Malley on his promotion from Sergeant to Deputy Police Chief to fill the vacancy created by Marla's retirement. John is a consummate professional and our entire department looks forward to working with him as he transitions to the senior management team at the police department.

In Closing

In closing I would like to take this opportunity to recognize and welcome our new Information Technology Director, Don Begin. Don joined the town's senior management team when Jennifer Day, our previous director, left to take a job in the private sector. Don is a US Navy veteran who helped design and install the IT infrastructure in President Bush's Walker Point estate in Kennebunkport. Don brings a great deal of expertise and experience to the role and he has been a great colleague to work with. I also want to thank Town Manager Hall and the Town Council for their support over this past fiscal year as well as Police Chief Robbie Moulton, Public Works Director Mike Shaw, and all the department heads that I work with on a daily basis.

Finally I 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 assembled a wonderful team that delivers exceptional customer service and compassionate patient care to the citizens and visitors of Scarborough. It is my sincere pleasure to work with each and every one of them to provide those critical 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:

Fiscal year 2019 was an industrious, productive, and challenging year for the Scarborough Public Works Department.

Scarborough, much like the rest of Southern Maine has experienced extensive growth and change over the past 20 years. Since 1996 a total of 45.5 miles (road miles) of public roads has been accepted by the town. With the increased infrastructure and an influx of people from out of state the demands for public works services are greater than ever. New mandates from state and federal governments such as NPDES, create an additional need for increased staff and budgeting in order to meet today's demands. Fulfilling these expectations is becoming ever more challenging.

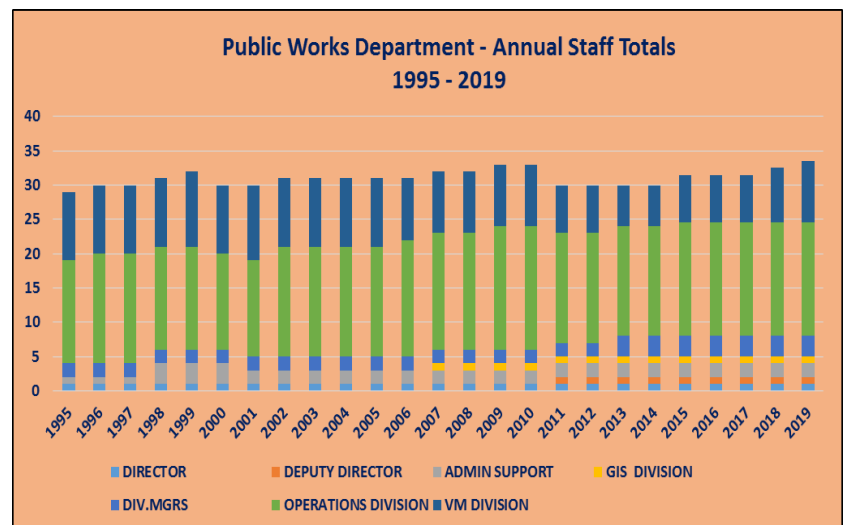
In addition to the increasing population and infrastructure, Public Works is faced with adapting to new climate considerations, particularly over the past 10 years. This has affected how staff time and other resources are directed. Summer rain events are now shorter in duration and higher in intensity during the event. 2" rain storms are now a common occurrence. This causes storm drain systems to flow at, or above, capacity more often, thus impacting public and private property more frequently. Warmer summer ocean temperatures have caused an invasive algae to bloom and come ashore more frequently and in higher quantities causing an unpleasant sight and smell for beach goers. In an attempt to keep the beach in a condition that meets the expectations of residents and tourists, the frequency of beach cleaning has increased. In the past a single beach cleaning once a week with five staff was sufficient. In recent years two and sometimes more cleanings a week with up to seven staff have been necessary. The additional resources needed for beach cleaning have taken away valuable staff hours from other public works operations. Winter has not escaped the effects of the changing climate either. Our "winter storm events" now have warmer temperatures with a higher number of storms occurring around 32°F. This results in more icing events, which, coupled with higher traffic volumes and changing public expectations has resulted in an increased number of "winter storm events" where public works crews are dispatched to treat the roads.



Michael Shaw
Public Works Director

Administration

In fiscal year 2019, the administration team responded to 2,804 requests for service from residents, Scarborough Town departments, outside municipalities, and the general public. The work orders generated from these requests were assigned and completed by the appropriate personnel in our Operations, Vehicle Maintenance, and Administrative departments. There was an increase in the number of work orders, excavating permits, and excavator's licenses from FY18, which has been a continuing trend for many years.



The implementation of our universal contact email pwinfo@scarboroughmaine.org has proven to be a successfully tool for residents to contact us with questions, comments, and concerns. The email is monitored by our administrative staff, who then distributes the requests, questions, and concerns to the applicable staff/department, for any action items necessary for the request.

Public Works continued:

Public Works continues to make every effort to post pertinent information/updates on our website and Facebook as needed. The variety of platforms available for interaction with the public has been well received as an efficient and effective means of communication.

Operations:

Our 16.5 person Operations crew's tenacious efforts to repair and maintain the Town's infrastructure is commendable. While their workload varies significantly with the seasons, from road and drainage maintenance and repair, to beach cleaning during the warmer months, our winter operations often proves to be the most challenging. The winter of 2019 was a particularly demanding season with 27 storms/events that required road treatment. Many of these events were due to warmer temperatures resulting in melting on the roadways, followed by frigid temperatures which resulted in the freezing of the roadways, requiring road treatment without any additional precipitation. During fiscal year 2019, we spread 3,647 tons of salt, 6,740 tons of sand, and 21,334 gallons of magnesium chloride.



Vehicle Maintenance:

Our Vehicle Maintenance crew continues to carry a full workload. In addition to the 285 Town of Scarborough vehicles & equipment, our vehicle maintenance department also repairs and maintains 68 vehicles from external municipalities:

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

Public Works continued:

This is a mutually beneficial arrangement, as the contracted work with these external municipalities generates revenue for our department, and also provides quality and cost effective service for the external entities.



The Vehicle Maintenance crew of 10 includes a Fleet Manager, a Foreman, six full time service technicians, one metal fabricator, and a parts room manager. When the opportunity presents itself we also have a part time service technician intern. Our parts room manager also acts as our shipper/receiver and building maintenance manager.



Scarborough Public Works Parts Room

Capital Improvement Projects and Equipment

- **Mid-Level Road Rehabilitation:**

Any FY19 mid-level road rehabilitation utilized the remainder of the FY18 funding for mid-level road rehabilitation. The Public Works Department purposefully did not budget mid-level road rehabilitation funding for FY19 in order to provide the time and resources needed to complete an in-house pavement management study. This pavement management study enabled us to better understand the condition of our assets, so we could determine the financial requirements necessary to best maintain these assets, moving forward.

During FY19, the paving and rehabilitation of the following roads (sections or entirety) were completed:

- Payne Road
- Highland Avenue
- Commerce Drive
- Wlnocks Neck Road
- Broadturn Road
- Old Blue Point Road
- Prospector Lane
- Susan Avenue
- Ironclad Road

Public Works continued:

- **US Route One: (Broadturn to Old Blue Point)**

In an effort to address the problems with the pavement along a portion of Route One where a sidewalk project had been completed in 2008, the Town milled and repaved this section of Route One during the summer of 2018, which included a proper crown, so road drainage would improve.

- **Gorham Road - Phase One:**

The Town worked with Shaw Bros. to improve the roadway, drainage, and pedestrian access on Gorham Road from Maple Avenue to Ridgeway Road. While the construction caused a good amount of traffic disruptions on this well-traveled road and frustration amongst residents, we feel that the outcome was well worth the disturbance caused in the process.

Of the \$2,405,000 budgeted for all phases of this project, \$750,000 will be funded by the Maine Department of Transportation's Municipal Partnership Initiative Program (MPI).

- **Subsurface Drainage Assessment Project**

Year three of the four year drainage assessment was completed. There are 70 miles of drainage pipe infrastructure town wide. The assessment will provide information that will allow us to create a multiyear plan for maintenance and repair on the system.

The end report will provide guidance based on condition but also how important the road segment is, relative to the whole road system. This methodology ensures that funds are spent where they benefit the most road users. The assessment also will provide guidance on the most cost effective methods for repair choosing from a wide variety of options that are available.

- **LED Streetlight Retrofit Project**

The town spent most of the warmer months of fiscal year 2019 working with TEN Connected to complete the LED streetlight conversion town wide. It wasn't without complications and challenges; the bulbs for the Town and Country poles needed to be converted in a way that differed from the standard streetlights, etc.

The conversion has been now been completed town wide. Some residual issues remain, all of which we are actively addressing.

In May 2018, Scarborough assumed responsibility for the community's streetlights. As part of this transition, the Town is retrofitting all applicable lights with LED lights. LED lights consume a fraction of the electricity consumed by metal halide or high pressure sodium lights to produce an equivalent amount light. LED street lights offer advantages over older lighting technologies:

- **LED street lights save energy.** LEDs can reduce electricity consumption for street lighting by 75%. For example, this project will replace a 70 watt high-pressure sodium bulb with a 30 watt LED. Doing so will reduce the Town's electricity consumption for street lighting by roughly 330,000 kWh per year. According to the EPA's greenhouse gas calculator, this is equivalent to not using 27,000 gallons of gasoline a year.
- **LED fixtures will save Scarborough money.** Implementing this project offers significant financial benefits to the Town. Before purchasing the lights the Town paid Central Maine Power a monthly lease fee for each fixture in addition to the cost of electricity. The conversion is expected to save Scarborough about \$92,000 a year in lease payments and up to \$41,000 a year in delivery and energy supply costs. Even though the Town will now be required to maintain the lights we don't expect this to be a significant cost because LED lights have very long lives and extremely low failure rates. The return on investment (ROI) for phases I and II of the project is 4.5 years.
- **Adaptive Traffic Control Upgrade (Dunstan Intersection)**
The adaptive traffic control system was installed at predetermined Dunstan Corner intersections during fiscal year 2019, and thus far, seems to be effective and generally well received.

The Dunstan intersection was rebuilt in 2013 with a realignment of Payne Road as part of the project. While there have been improvements in level of service and the traffic diversion goals for the realignment have been met since the new intersection was completed, there were still traffic congestion problems. The adaptive traffic control system will constantly monitor the 3 traffic signals in the area and adjust to the

Public Works continued:

highest demand within the intersection. By doing so, waiting time at the intersections will be reduced with the end result being reduction in idle time and reduction in carbon emissions. This system is intelligent and adjusts to real time rather than the traditional static time-of-day programming. The Dunstan intersection was determined to be a good candidate for piloting this technology because traffic is impacted by seasonality, weather, commuting, and other factors.

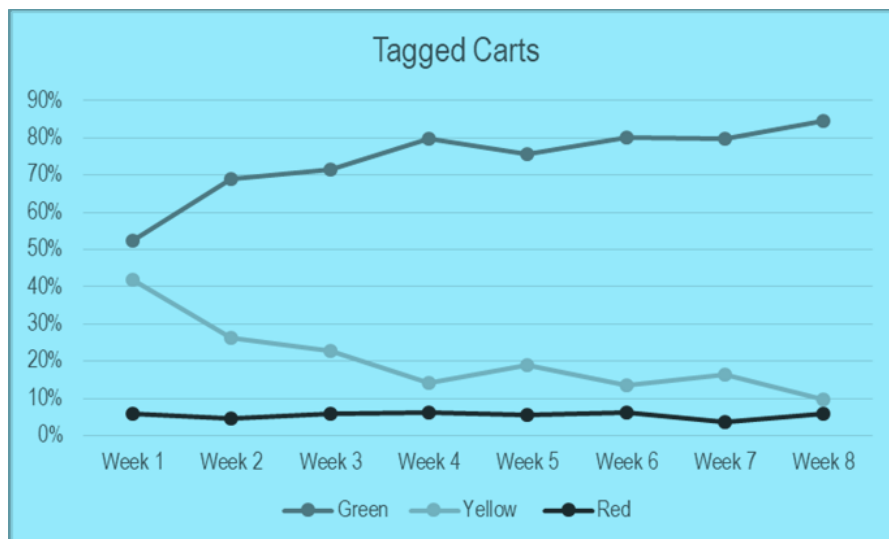
This project will rapidly result in benefits and savings across the board. The timing of outdated traffic signals causes considerable costs to both residents/consumers and businesses. It is estimated that they account for more than 40% of all traffic delay and congestion on major routes. For residents/consumers, this causes excess delays and subsequent fuel consumption. For businesses, it decreases productivity and increases labor costs. Adaptive Traffic Controls are also kinder to the environment, as they can reduce the emissions of hydrocarbons and carbon monoxide due to improved traffic flow. The Town will continue to monitor the efficiencies stemming from these new adaptive controls to ensure that they are delivering the best performance possible.

Recycling and Solid Waste:

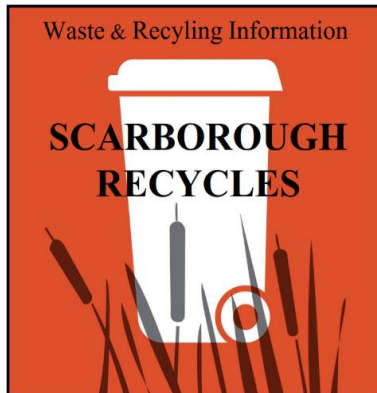
Scarborough's trash and recycling collection program includes more than 8,200 curbside stops throughout town and a central recycling drop off location on Bessey School Drive near the Maine Veterans' Home. In fiscal year 2019, the Town generated a total of 7,866.92 tons of waste, which included 5,510.20 tons of trash and 2,356.72 tons of recyclables.

Global changes in recycling markets have resulted in challenges in Scarborough and beyond. An increase in recycling contamination, or non-recyclable trash mixed with recyclables, led the Town's recycling processor, ecomaine, to increase processing and disposal fees. In response, the Town reduced its recycling drop off locations from three locations to one and increased recycling education and outreach efforts.

The Town partnered with ecomaine and three other municipalities to develop and implement an innovative recycling outreach program. Funded in part by a Walmart Community Grant, the Town hired two interns to inspect and tag recycling carts on a portion of Tuesday's collection route. Carts received a colored tag based on what they contained: a green tag meant the cart contained only recyclables; a yellow tag meant that the cart contained a couple items that could not be recycled; and a red tag meant the cart contained too many items that could not be recycled and would not be picked up that week. The interns worked from June through August 2019 on this effort, and during that time, the number of green tagged carts increased, yellow tagged carts decreased, and red tagged carts remained fairly constant. Data from ecomaine shows a 7% decrease in the Town's recycling contamination rate during the course of the outreach program.



Public Works continued:



Scarborough provides two food waste drop off locations for residents: one at the recycling drop off location on Bessey School Drive and one at Pine Tree Waste on Pleasant Hill Road. Garbage to Gardens collects the food waste several times per week and delivers it to ecomaine, where it is then brought to Agra-Cycle where it is turned into electricity, fertilizer, and livestock bedding through a process called anaerobic digestion.

The Town also launched its Scarborough Recycles app, available on the Town website and as a free download for Apple and Android devices. The app allows users to set reminders about their collection schedule, and it allows the Town to notify users of service interruptions, special events, and more. All Scarborough residents are encouraged to use the app.

In conclusion, I would like to recognize the dedication and hard work put forth every day by the entire Scarborough Public Works Department. Their ability to work as a team enables us to achieve the fluidity required for our continued success. Each day brings something different, and while this can be both invigorating and challenging, it is reliably met with enthusiasm and commitment from our entire crew. For this, I am grateful.

It is our continued goal and honor to serve the residents of Scarborough to the very best of our ability.

Respectfully submitted,

Michael Shaw
Public Works Director



Report from the

SCARBOROUGH SCHOOL DEPARTMENT

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

It is a great honor to welcome you to Scarborough Public Schools. Our mission and fundamental purpose is to provide a safe and inclusive learning environment where each and every student “is empowered to be a resilient lifelong learner who is prepared to engage as a contributing member of society”.

Our recently adopted Strategic Plan continues to keep our promise with aligning our resources and time with the following four themes. As a school community we join hands to ensure that Scarborough Public Schools will be a high quality, forward-looking public school district known for its whole child approach. And that, together with dynamic academic programs, enriching co-curricular experiences and a vibrant learning community that challenges students, will excite their imagination and instill excellence in thought and action while preparing students for highly engaged and fulfilling lives. Specifically, our four strategic themes include the following:



*Sanford J. Prince IV
Superintendent of Schools*

- Strategic Theme 1: Effective Teaching and Learning
- Strategic Theme 2: Safe and Inclusive Schools.
- Strategic Theme 3: Global Citizenship
- Strategic Theme 4: Community Engagement



As a School Community we are most proud knowing Scarborough Public Schools is one of the highest performing districts in the State of Maine. Unquestionably, without the support of our larger school community and along with our employees that work with our students day in and day out, we are proud that we continue to have learners who are high performing and strive to ensure success for all students.

As noted by a recent publication rating public school rankings, the following link reinforces the data points to the fact that we are a high performing district:

<https://www.niche.com/k12/d/scarborough-public-schools-me/>

Scarborough Schools compared to all Maine Public Schools:

- 4th Best School District in Maine
- 4th Safest School District in Maine
- #1 Best School District for Athletics in Maine
- #2 District with Best Teachers
- #2 Best Places to Teach in Maine

School Department continued:

Scarborough School compared to other school systems in Cumberland County:

- #4 Best School District
- #3 Safest School District
- #1 Best School District for Athletics
- #2 Best Teachers
- #3 Best Places to Teach

I am excited to be part of a dynamic and leading school district for the upcoming school year!

Respectfully yours,
Sanford J. Prince IV
Superintendent, Scarborough Public Schools

School Facilities Annual Report 2019

Todd Jepson, Director of Buildings, Grounds & Maintenance

High School Facilities and Maintenance

- Exterior masonry restoration of 1953 north wall and 2004 west completed
- All parking lots restriped with main lots and bus loop crack filled
- Plummer Gym floor completely re-sanded, re-lined, sealed and finished
- C100 Quiet Room constructed
- New district testing work space added
- Complete roof inspection completed and repairs finished
- Plummer Gym and Auditorium roof section replacement RFPs to be completed this fall
- Alumni Gym screened and recoated
- Complete HVAC and energy management controls preventive maintenance completed
- All floors cleaned and stripped, sealed and waxed
- Patching and painting of several classrooms completed
- All carpets professionally cleaned



Middle School Facilities and Maintenance

- Roof inspections and repairs have been made
- Three gymnasium skylights replaced
- Four main classroom hallways painted
- Storage portable cleaned and organized for district storage space
- Additional interior and exterior cameras installed
- Five new water fountains with bottle fillers installed
- Complete HVAC and energy management controls preventive maintenance completed
- VFD installed for Cooling Tower fan motors
- Heat pump and make up air unit replacements identified, specified and ordered
- All floors cleaned and stripped, sealed and waxed
- All carpets professionally cleaned
- All parking lots re-striped
- Roof inspections and repairs completed
- Gymnasium floor screened and recoated



School Department continued:

Wentworth School Facilities and Maintenance

- Patching and painting touch ups in various classrooms completed
- All parking lots re-striped and Old Wentworth Drive (now turf field parking lot) crack filled
- Complete HVAC and energy management controls preventive maintenance completed
- All floors cleaned and stripped, sealed and waxed
- All carpets professionally cleaned
- Gymnasium floor screened and recoated



All Primary Schools Facilities and Maintenance

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



Blue Point Primary School:

- Exterior painting on south and west wall trim areas (and some restoration) completed
- Parking lots restriped
- Shrubs and plantings pruned

Pleasant Hill Primary School:

- Roof inspections and repairs have been made
- Multiple room moves to accommodate additional students
- Carpeting added in Room 16, sink replaced in bathroom.
- Final masonry repairs completed on perimeter of building
- Additional parking spaces striped in rear of building
- Parking lot repair around storm drain
- Parking lots restriped
- Vines removed and low-growth plantings installed near main entrance

Eight Corners Primary School:

- Two modular classrooms arrived and were placed on a prepared site and are now being fit up with plumbing (water/sewer), electrical, sprinkler system, HVAC, fire alarm panel, PA system, ADA ramp and stairs, access controls, security cameras, IT infrastructure, flooring, ceilings and furnishings
- New 34-car parking lot completed
- New access control and cameras added in multiple locations
- Four new roof top units for HVAC installed on rooms 18, 19, 20 and 21
- ADA compliant sinks installed in girls' bathroom along with changing table
- Art sink installed in shared portable bathroom
- Old parking lot and bus loop re-striped
- Shrubs and plantings pruned

School Department continued:

Scarborough High School had a busy and strong year!

Susan Ketch, Principal

On June 24, 2018, the Committee on Public Secondary Schools voted to award Scarborough High School continued accreditation through the New England Association of Schools and Colleges (NEAS&C). This is a ten-year accreditation.

Scarborough High School developed two building goals from the NEAS&C recommendations.

NEAS&C recommendation: Ensure greater involvement by all stakeholder groups, particularly parents and students, in the review and revision of the school's core values, beliefs, and 21st century learning expectations.

Building Goal #1: With updates in the law, SHS moved back to a credit based diploma by taking a deep look at grading and reporting. This process utilized all stakeholders - students, staff, parents/guardians, and this work was supported by the Board of Education and the Policy Committee. In May 2019, the Board of Education updated Policy IKF to reflect this work.

Graduation Requirements for 2021 and beyond are:

- English - 4 credits
- Math - 3 credits
- Science - 3 credits
- Social Studies - 3 credits
- Fine Arts - 1 credit
- Physical Education - 1 credit
- Health - .5 credit
- Technology - .5 credit
- Electives - 6 credits
- TOTAL: 22 credits

Multiple Pathways and Opportunities: SHS offers all students multiple learning options that allow students to demonstrate achievement on expected learning standards, earn academic credit, and satisfy graduation requirements.

Demonstrating Achievement in Guiding Principles: The Scarborough Board of Education expects that all students will demonstrate progress in the Guiding Principles upon successful course completion.

Credit Recovery Options: A student who is deficient in the above listed requirements may meet those requirements through a postgraduate course, approved tutoring, and enrichment opportunities, as well as others. All options must be approved by the principal in advance of registration.

For more details, please see the Board of Education Policy IKF.

NEAS&C recommendation: Ensure that the school's curriculum documents are written in a common format that includes units of study with essential questions, concepts, content, and skills; the school's 21st century learning expectations; instructional strategies; and assessment practices that include the use of specific and measurable criteria for success, such as school-wide analytic rubrics.

Building Goal #2: Scarborough Public Schools has created a new K-12 Curriculum Guide. Scarborough High School has broken this work up to be completed over a three year time frame. For the first year (2018-19), the high school's curriculum documents were written in a common format within the Scarborough Public School's Curriculum Guide that includes unit descriptions and standards and learning goals. This work was completed by departments with the support of our Instructional Coach, Michelle Shupp.

Outside of the classroom, our students were very busy throughout the year! Here are some samples of the wonderful things that went on throughout the year!

- Student Council sponsored a school-wide Spirit Week, Pep Rally, and the Homecoming Dance in the fall and the Winter Carnival and the Winter Ball to kick off Semester II
- Civil Rights Team sponsored voter registration at the HS
- Seeds of Peace hosted the Yellow Tulip Project in the fall
- SHS held a student sponsored Blood Drive in the fall
- Oak Hill Players presented "All Shook Up"

School Department continued:

- The One Act Play, “Mostly in a Graveyard” was written by senior Henry Yoder
- Alternative Education ran the Empty Bowl Project in December and donated the proceeds to Project Grace
- Mr. Bither’s Projects in STEM class repaired used bicycles and auctioned them off online and donated the proceeds to Operation HOPE at the Police Department
- Our Career Pathways program began offering Career Talks, sponsored a Health Career Fair, and took students on an ON Semiconductor field trip along with piloting the second round of internships for students
- In May, some of our interested students attended the first Consent Conference at SMCC. This was a sexual assault prevention summit sponsored by SafeB.A.E.
- During second semester, students were offered opportunities to participate in mindfulness and yoga activities three days a week during our AEA time.



High School Athletics - Year in Review

Michael LeGage, Director of Athletics & Student Activities

Success can mean so many things, especially within the world of education-based athletics. No matter how you define success the Red Storm athletic programs seemed to have covered all definitions in the 2018-2019 school year. 130+ times the Red Storm senior athletes made the Southwestern Maine Activities Association All-Academic team. This accolade is given to senior athletes with an unweighted GPA of 87% or higher through the most recently completed semester. 101 times the Red Storm athletes earned the honor of all-conference. 576 different students participated on a sports team this year. That is 58% of the student body at SHS.

22 of the 24 varsity programs earned their way to the State tournament. The Red Storm teams earned six SMAA titles and six times brought home the state championship. One of which was an individual in the sport of wrestling.

High School Conference Titles: (6) Cross County (Boys), Golf, Soccer (Girls), Indoor Track & Field (Boys), Outdoor Track & Field (Boys), Softball

High School State Titles: (6) Cross Country (Boys), Indoor Track & Field (Boys), Wrestling (Addison Boisvert), Baseball, Outdoor Track & Field (Boys), Softball

High School Total # of Roster Spots: 990

High School Total # of Individual Athletes: 577 (58% of the student body)

High School Staff Members (Coaches): 70



School Department continued:

High School All-Conference Student-Athletes: 101

High School All-Academic Student-Athletes: 130+

High School Levels of play: 3

High School Total # of Teams Fielded: 44



Adult Education - Town of Scarborough Annual Report

Joan Tremberth, Director

FY19 was another successful year for Adult Education, especially in the area of Career Preparation and English Language Learners. While the HiSET numbers were lower last year than in the past, we were able to provide off-site instruction and testing to FedCap clients, thereby increasing student enrollment for the Spring 2019 semester into FY20.

ELL classes/student population remained steady but continues to grow with the overflow of students from Portland Adult Education and more families moving to Scarborough in need of services. We are hopeful that we can expand services this year with federal funding.

The formation of the Cumberland County Hub this past year has resulted in greater cooperation among the 10 participating adult education programs and allowed for more flexibility in class offerings for students than ever before. We have worked with South Portland specifically to try to “share” resources, instructors and students.

Grant monies from United Way, Maine College & Career Access (MDOE) and AEFLA (federal) as well as local share from Scarborough will assist us in moving forward with quality programming in FY20.

By the numbers:

HiSET academic students:

12 HiSET Students; 6 graduates

Career Preparation/Vocational

23 CNA Graduates

12 CNA-Med Tech

11 PSS

46 TOTAL

School Department continued:

English Language Learners

12 Intermediate

6 Beginner

4 Citizenship

12 Credit Recovery - Scarborough High School students

8 College Transitions

575 Enrichment

Total Enrollment - 675



Learn where you live

Academic, Vocational, ESL and Enrichment Programs

Scarborough Adult Learning Center

scarborough.maineadulted.org
adulted@scarboroughschools.org 207-730-5040

Scarborough Middle School - serving 692 students in grades 6-8

Diane Nadeau, Ph.D., Principal

David Currier, Assistant Principal



The 2018-2019 school year was another remarkable year for students at Scarborough Middle School. This included the implementation of a revised Grading and Reporting System based on a 100 point grading scale that also provides feedback on progress towards grade level standards in each class. These improvements resulted in clear, increased communication to parents and students; changes made directly reflect the wide feedback collected from the larger school community of students, parents, and staff in the spring of 2018.

Excitement occurred around the growth of our World Language Program, with instruction time doubling for sixth graders, and all students having the opportunity to select one target language to study over their three year middle school experience. These shifts resulted in an increased skill-set for our students, and over time, we expect that more students will demonstrate the ability to meet criteria of HS level Spanish 1 or French 1 by the end of eighth grade.

2018-2019 also was a year of increased opportunities for all students in relation to STEM programming. A combination of Title 4 funds, a STEM Pipeline Grant through the PhRMA Foundation, and a generous grant from the Scarborough Education Foundation provided us the ability to update curriculum materials in our Tech and Engineering program, including equipment to bring Lego Robotics into the curriculum experience for all students in grades 6, 7, and 8.



We are fortunate to be able to provide a wide array of after school opportunities for students of our school, including athletics, activities, and clubs. This year brought a number of new additions, including a second Jazz Band, a Lego Robotics club, and an Art Club. One club's impact was particularly felt school wide during 2018-2019: our Unified Club. This club was made possible by a grant from the Special Olympics of Maine. Key activities for participants in this club included participation at a statewide Youth Leadership Summit, participation in Unified

School Department continued:



Basketball games with other area middle schools, and proactive efforts to promote inclusivity throughout our school. It was amazing to see the number of students from across the school who came out to support these students during their home games. Ultimately, all involved students walked away feeling a stronger sense of belonging to our community. We look forward to continuing to provide varied experiences that help all of our students grow.

Wentworth School Annual Report 18-19 Kelli Crosby, Principal, Wentworth School

Wentworth School continues to offer a vibrant and thriving learning environment for our nearly 700 third, fourth, and fifth grade students. The 2018-2019 school year was one filled with growth and accomplishments. A powerful symbol for the progress the Wentworth School Community has made since opening 5 years ago is in bloom just outside our front doors! Our beautiful school garden has blossomed into an aesthetically pleasing outdoor learning environment, boasting all components of student centered learning and the connected nature of our learning as well as our community. Granite, donated by CPM Construction,



creates a unique circular seating area bordered by vibrant native perennials and shrubs. Through the leadership and vision of a Wentworth Professional Learning Team, students in 5th grade also helped design the new garden gallery fence created by metal-smithing students from Portland Arts and Technology High School. Funded by SEF, the ornamental fence features Maine themes of forests, marshland, mountains, and the sea. This gorgeous fence welcomes students into the outdoor classroom space, and also serves as a gallery for unique art work created by students in our art classes. We have also added solar power thanks to a generous donation, as well as a pedal-a-watt bike and generator and plans for a water feature to include hydropower. Continuing to focus on environmental education for all students remains a goal, and our vision is being brought to life through support from local donors, support for our local school budget, and most especially leadership and passion from teacher leaders.



Modeling and acknowledging respectful behavior is a large focus of our day to day work in our intermediate school. Many teachers have been involved in action research around instructional strategies to support students with practices such as mindfulness, mindset, and grit in the classroom. During the 2018-19 school year, we continued to refine our school wide practices to support expected behaviors in order to ensure a welcoming and inclusive learning environment for each and every student. Through the modelling and clear expectations outlined in our RESPECT Code, we support students by teaching what is expected. The emphasis on RESPECT ensures an environment free from distractions and the ability for students and staff to fully engage in learning.



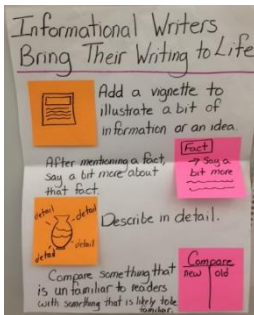
Through integration of technology and instruction, we are realizing all the benefits offered to our students and the staff in our state of the art building. Our students participate in weekly STEM courses, emphasizing science, technology, engineering and mathematics in a hands on and minds on, active learning environment hosted in our STEM Labs. In addition to 3D printing, engineering design challenges, and real life problem solving opportunities (students love building earthquake proof bridges and structures!) our performance data in science as measured by the Maine Educational Assessment (MEA) for our grade five students also continues to soar, far outperforming the state average each year for the duration of our time at the new Wentworth School.

School Department continued:



As evidenced by the outstanding performance of our students on the online portion of the MEA, with outstanding participation and proficiency in both Reading and Mathematics, we are proud of the effort students put forth and grateful for the access to excellent resources. Our students are supported by access to the tools necessary for a successful experience. Students participate in demanding and rigorous online testing periods, and because each of our students has their own laptop and is getting more and more comfortable with their device as well as this form of assessment, they are able to demonstrate their learning. We are extremely proud of their efforts and growth!

Over the 2018-19 school year, professional development for our dedicated staff remains a priority, and throughout the year, teachers have had opportunities to collaborate and learn together. Staff learn together after school on Mondays through a series of building based professional development opportunities, and once per month on Late Start Wednesdays with their Professional Learning Teams. Each Learning Community gathers weekly to share strategies, updates, and team business. A variety of committees, teams, and professional growth opportunities round out the offerings for our staff to engage in lifelong learning.



We continued to implement our Units of Study in Reading and Writing curriculum from Columbia Teachers' College, ensuring a guaranteed and viable, research based learning experience for all students. Based on feedback from our district wide Comprehensive Needs Assessment, the K-5 team focused on our writing instruction and assessment practices in order to improve student learning in the area of writing. We closely examined student progress and built expertise in staff through collaboration, calibration and professional development. We were proud to not only meet, but exceed our K-5 writing goal!

K-2 Annual Report 2018-19

Anne Lovejoy, Principal, Eight Corners School

Kelly Mullen-Martin, Principal, Blue Point School

Jessica Steele, Principal, Pleasant Hill School

The K-2 Phase enjoyed a successful school year. Jessica Steele joined the K-2 team as the principal of Pleasant Hill School. Her teaching and leadership experience in Pre-K through High School make her an invaluable asset. She joined veteran school leaders Anne Lovejoy and Kelly Mullen-Martin to proudly guide teaching and learning for our youngest students.

Along with a new principal, our phase welcomed a number of new educators including teachers, social workers, educational technicians, and support staff. This infusion of new ideas and perspectives into our schools has been invigorating and has provided great opportunities for our experienced staff to share.

Enrollment in our K-2 schools has been growing at a rapid pace. An updated enrollment study was completed in 2019 to project the potential impact of new construction on our schools. Even the most conservative projections indicate a steady increase over the next several years. The impact can already be seen at Eight Corners School where portable classrooms were ordered at the end of the 2018-2019 school year for the following school year to accommodate the influx of student registrations. Pleasant Hill and Blue Point schools are both experiencing increased enrollment and decreased space for more classrooms.

School Department continued:

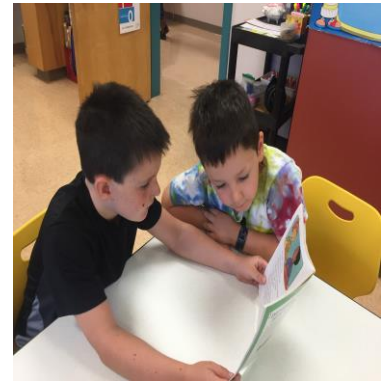
When teachers learn, students learn! Our teachers have engaged in meaningful professional development throughout the year. The K-5 phase focused on writing as a common goal last year teachers worked collaboratively to improve their instructional skills, thus increasing positive outcomes for students. Student growth in writing scores in all three K-2 buildings was outstanding! Many teachers also had the opportunity to see math guru Dr. Yeap Ban Har, author of the original Singapore Math. His inspiring presentation led to innovative ideas and practices in classrooms which, again, led to improved student outcomes.

Several teachers have been trained in Project Lead the Way, a project-based curriculum that supports engaging, hands-on, problem solving. This training is a heavy time commitment and we applaud our teachers who take the leap! Our students are benefiting as we grow our capacity with PLTW!

An emerging need for our students is social emotional learning skills. SEL, according to CASEL is *"the process through which children and adults understand and manage **emotions**, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions"*. This is a huge part of our charge in the elementary grades and our teachers often address these skills without a roadmap. Since

we have more and more complex student needs in our schools and increasing research to support the importance of addressing these foundational skills, our phase has elevated this to a top priority. A K-5 steering committee has been initiated to begin the process of exploring what SEL will look like Scarborough Primary Schools.

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



Report from the
COMMUNITY SERVICES DEPARTMENT
 To the Town Manager, Town Council, and Citizens of Scarborough:

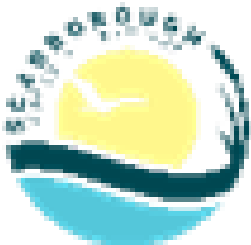
On behalf of our department, I am pleased to share our 2019 Community Services Annual Report highlighting many of our accomplishments during the past year. Highlights such as department re-branding, mission and vision statement development, and operational improvements to our Ferry Beach parking lot. Also included in this year's report are some of the challenges we faced as a department, such as growing programs with limited daytime programming space, most notably within our child care and summer camp programs. While looking to improve, we have identified certain facilities beginning to show their age. To help plan for this we will be conducting a facility inventory assessment to ensure we are protecting our assets and planning for their replacement or renovation in a timely manner.



Todd Souza, CRP
Community Services Director

Whether you choose to explore the beautiful outdoors offerings of Scarborough by visiting a beach, park, or hiking trail, or you have an active family participating in one of our programs, or you join us on one of numerous 55+ programs or outings, we are ready to serve you. We are committed to provide a balanced and sustainable system of outdoor assets and programs to meet the needs of our growing community. The programs, special events, projects, and facility upgrades offered are the result of our dedicated staff, strong partnerships with fellow municipal departments, youth organizations, non-profit groups, and local businesses. Without these partnerships we would not be able to offer all that we do.

Here's to another productive year supporting our core values: Stewardship, Inclusivity, Character, Innovation and Health & Wellness



Respectfully submitted,

Todd D. Souza, CRP
 Community Services Director

Community Services Team

Audra Keenan, Intergenerational Programs Manager
Bill Reichl, Parks & Recreation Manager
Nicole Hall, Operations & Facility Manager
Andrea Zglobicki, Program Coordinator
Steve Kramer, Program Coordinator
Cindy DiBiase, Seniors Program Coordinator
Ryan Colpitts, Program Coordinator
Brandi Bradley, Facilities Scheduler
Jill Deering, Administrative Receptionist

Wayne Judkins, Parks Supervisor
Tony Fortin, Senior Grounds Maintenance Worker
Bob Peary, Grounds Maintenance Worker
Ken Kennedy, Building Maintenance Technician
Ed Dube, Building Service Worker
Deborah Kalikow-Pluck, Municipal Building Custodian
Ian Weidner, Senior Services Bus Driver
Michael Hofheimer, Cable TV Program Manager

Community Services continued:

ADMINISTRATION

Responsibilities

Scarborough Community Services' administration team oversees many tasks, projects, and events that encompass all five divisions of the department, including recreation, intergenerational, grounds and facilities, and beach management. Oftentimes, the administrative staff are the first faces the public sees or interacts with, as many of this team's functions revolve around registrations, payments, and general questions.

- Front line for communications
- Program registrations and payments
- Brochure design, distribution, and general marketing
- Website and social media content management
- Facility and field reservations and requests
- U.S. passport acceptance
- Community sponsorship coordination
- Scarborough Community Television station operations
- Special event coordination
- Scholarship and financial assistance program administration

Accomplishments

- **Mission Statement, Vision Statement, and Core Values Development:** Staff collaborated on recreating the department's mission statement, one that rang true to what we do day in and day out. Along with the mission statement, a vision statement and core values were developed. These will continue to help guide decision making as we develop for today as well as for tomorrow. The mission, vision, and core values were the first step in the process of applying for the National Gold Medal Award through the National Recreation and Park Association (NRPA).

OUR MISSION	OUR VISION	CORE VALUES
Scarborough Community Services aims to enhance the quality of life for all residents by promoting a community-centered environment through properly maintained public spaces and engaging recreational opportunities.	Evolve and develop with a growing community to meet the needs of our residents, while maintaining and developing facilities and programming in a fiscally responsible manner.	<ul style="list-style-type: none"> • Stewardship • Inclusivity • Character • Innovation • Health & Wellness

- **Department Re-Branding:** In conjunction with developing the core values and the vision of the department, we decided it was time to redesign the department logo. Thanks to our in-house graphic design expert, a new logo was introduced in Fall 2018 that retained some of the "salt marsh charm" of the original logo while updating the overall shape, flow, and colors for a more modern and appealing look.
- **Introduction of Quiet Riot/Inclusive Programming:** We are always striving to add new programs and fun events to the yearly offerings. For a while now, we have also wanted to provide more opportunities for those with mobility or sensory processing difficulties. Our first foray into inclusive programming was in the form of a family-friendly, sensory-sensitive Halloween dance. Participants were provided headphones that allowed them to set the level of sound for the dance music or the movies that were playing. For a first-year event, it was well received with over 100 people in attendance.
- **Reworked Sponsorship Program:** Each year, Community Services relies on local business and organizations to assist in funding no-cost or low-cost family events for the community. These events include Summerfest, Winterfest, the Annual 55+ BBQ, Santa in the Park, Easter Egg Hunts, and Quiet Riot Halloween Dance. As the traditional sponsorship program waned, it was time to revisit the program structure. Introduced in the Fall of 2018, the new "50 for \$500" campaign sought out 50 local business who would like to partner with the town. All sponsors would come in at the same level and would be recognized the same way. In FY2019, we were able to secure 20 sponsors. While we had some of our tried-and-true donors once again, there were many new businesses who came forward to support our mission.

Community Services continued:

- **Passport Acceptance Facility Oversight Achievement:** As a passport acceptance facility, we are subject to oversight visits from the U.S. Department of State. During these biennial visits, an auditor reviews all documentation, records, and departmental processes as they pertain to the acceptance of U.S. passport applications. Acceptance agents are also asked a series of questions to show knowledge of the intricate ins-and-outs of passport acceptance. For a second time in a row, our department achieved a perfect score and required no further improvements.

Challenges

- **Division of Space and Staff:** One of the biggest hurdles as a department is the fact that we are all spread out. We have the administrative office at Town Hall, the Intergenerational Office at Wentworth, the Maintenance Building by the ice rink, plus satellite child care sites at five separate schools in town. During summer season, we have the addition of three beach parking lots where staff are dispersed. Our maintenance staff can also be spread out all over town, depending on field or park locations, and our senior programming staff are on the road with trips and pick-ups or at Martin's Point Community Room. With this spread of personnel, it can sometimes be difficult to all stay on the same page, so communication is key.
- **Meeting Customer Expectations and Needs:** It is always our goal to be able to answer customers questions fully and in a timely manner, to be able to process transactions efficiently and correctly, and to convey all information as clearly and explicitly as possible through all avenues, such as in print, online, and social media. The planning and implementation process is completely cyclical so many times we are planning multiple programs and events all at once, all while staying up to the demand of day-to-day office operations. These include program and trip registrations, cancellations, and changes; daily deposits; passport application acceptance appointments; answering of phones and emails; running reports and rosters; updating website and social media accounts, etc. Since staff is so spread out and in charge of many departmental functions, the administrative team is very often down to two staff members. This requires a constant reprioritization of tasks, sometimes on a daily basis.
- **Troubleshooting Cable Room Improvements:** In FY2018, the cable room underwent a long-overdue upgrade. Since then, there have been multiple training sessions, several visits from the contractor to fix sound issues, and additional equipment added to tackle problems with building power cycles. Staff worked through the kinks of the new system but are still grappling with inconsistencies, especially with sound and live broadcast settings. Cable staff continues to inform management so that we can work through issues in a timely manner with the contractor and as a team.

RECREATION

Responsibilities

Due to the department's title of "Community Services," it can be easy to forget that a large portion of the work is recreation-based. We are a Parks and Recreation department but so much more! Throughout the year, our program coordinators help to organize and run a variety of programs that keep youth, adults, and senior citizens busy and moving all year long. With the assistance of volunteers, we are able to keep many of our popular recreation programs, such as fall soccer, at the same price as previous years. And with new partnerships with local businesses we are able to offer programming that would otherwise not be possible in the limited indoor space available to us.

YOUTH PROGRAMS

- Art: Clay camps; Art labs; Theater camps and vacation programs
- Baseball/Softball: Mini Hits; Softball pitching clinics; Big Hits softball camp; Edge baseball camp
- Basketball: Winter basketball; Dribblettes; Red Storm basketball camps
- Dance Classes: Hip-hop; Ballet and jazz; Creative movement
- Lacrosse: Learn to Lax spring clinic; Red Storm lacrosse camps
- Lessons: Horseback riding; Swim; Tennis
- Running/Track: Fall and spring cross country, summer track and field
- Soccer: Fall soccer; Mini Kicks; Indoor soccer; GPS, Seacoast, and Challenger camps
- Snow Sports: Shawnee Peak ski program
- STEM: Scratch camp; Engineering challenge camp; LEGO Robotics camps



Community Services continued:

ADULT PROGRAMS

- Sports Leagues: Basketball; Soccer
- Tennis Lessons
- Fitness Classes: Healthline; Mix-It-Up Mondays; POUND Rockout Fitness; Back to Basics

Accomplishments

- **Restructured After-School Ski Program:** One of the more popular youth programs is the Shawnee Peak snow sports program. Offered each year for Grades 4-8 students, Community Services shuttles over 90 kids, their gear, and parent volunteers to the mountain on Tuesday evenings for skiing and snowboarding fun. Participants have the option of registering for open skiing or may add rentals and/or lessons to their package. Year after year, this program fills to capacity. This past year, program coordinators took a different approach to streamline the program. In previous years, participants were required to pass in a paper voucher each and every time they entered the mountain. With a group this large, it took up valuable time that the kids could have been skiing and snowboarding. This past year the program moved to a card system so that skiers could scan in once and be done.
- **Increased Offerings in Adult Fitness:** One sector always in need of expansion is in adult programming. In reviewing the number of programs offered in fiscal year 2019, only 4% were aimed towards ages 18-54. This year, we increased adult programming with the addition of several new fitness classes. Local instructor Kristi O'Donnell, an ACE certified personal trainer and certified POUND professional, offered a variety of classes for all abilities throughout the winter and spring months. Classes included Back to Basics Bootcamp (focused on using bodyweight for resistance and muscular strengthening), POUND Fitness (full-body workout to music using weighted drumsticks) and Mix-It-Up Mondays (combination of bootcamp and POUND). Classes were offered in the evening hours in the Middle School cafeteria.
- **Under the Lights Soccer Event Expanded:** Traditionally, the fall soccer season for Grades 3-4 and 5-8 has been capped off with a fun evening soccer tournament under the lights on the turf field. For many participants, this is their first time playing on the big field under lights, so it is exciting and makes for a memorable end to the season. This past year, this special event was also offered to Grades 1-2 soccer divisions and they had a blast!

Challenges

- **Limited Programming Space:** While Community Services reserves all town and school facilities and fields, there are very few spaces that we can schedule out all hours of the day for programming. Fields are bit easier to schedule, as we generally just have to work around the school athletics schedules before plugging in our own programs. Indoor space, such as gyms, cafeterias, and multipurpose rooms, are at a premium across the board. We usually can only get into indoor school space in the evenings for weekday practices and very often have to work around other school events.
- **Recruitment of Volunteers:** Many of our most popular programs, such as fall soccer, indoor soccer, and basketball, rely on the generosity of volunteers to assist in the coaching. The benefits to coaching a team are that the volunteer gets to set the practice schedule so that it works for them. We also try our best to make accommodations with game schedules. At the end of the season, head coaches are given a refund for their child's enrollment as a thank you. Many times, as we are putting teams together and getting closer to the program start dates, we are left with plenty of kids for teams and no volunteers to coach. We can usually drum up more volunteers by sending out email messages to families enrolled but we have had to recruit High School soccer players as coaches, as well. People don't always know what opportunities exist. They may also think they don't have the particular skill set that is needed, or that they are not able to commit to the responsibility because they are already busy.
- **Competing with Outside Youth Organizations:** When it comes to sport program providers in the Town of Scarborough, Community Services is not the only organization around. There are multiple soccer and basketball groups in town or nearby who offer programs as well, although others usually operate at the travel/premier/elite levels. Community Services programs are run recreationally, meaning they are focused on the development of skills in a fun and safe atmosphere. Everyone is welcomed to join and everyone who is registered participates. Most of our sport programs practice once a week with one game a week, and all games are held locally. Prices are kept lower and scholarships are available so that anyone who wishes to play has the chance to play. Even with all of those benefits, once players get to a certain age or have progressed to a certain level in a sport, many of them transition to the travel or premier programs. The trend for the past several years has been lower enrollment numbers for Grades 3-4 but especially Grades 5-8, to the point that we have had to cancel programs.

Community Services continued:

INTERGENERATIONAL

Responsibilities

A true span of ages and abilities are encompassed under the Intergenerational Programs umbrella. Our child care programs begin at Grade K and go up through Grade 8 and are offered year round through before/after school programs and summer day camp programs. Our goal is to promote the physical, mental, social, and emotional development of each child. Programs include a nutritious snack every day, outside play or indoor physical activity, crafts, special projects, and quiet times. We view the home, school, community, and child care settings as complementary and interrelated domains that affect children's growth and development. This office also oversees the planning, development, and implementation of programs, activities, and recreational trips aimed to enrich the quality of life for individuals age 55 and older in our community. The mission of the 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.

CHILD CARE PROGRAMS

- Before-School Care
- After-School Care
- No-School Days
- School Vacation Weeks
- Late Start Days
- Date Nights
- Summer Day Camps

SENIOR PROGRAMS

- Weekly Wednesday Meals
- Bi-Weekly Activity Centers
- Weekly BINGO
- iPad Classes
- Out-To-Lunch Bunch Trips
- Theater Trips
- Seasonal Events
- Trips Offered Year-Round
Throughout Maine and New England

Accomplishments

- **100% Capacity at All Sites:** While this particular achievement might also get filed under challenges, it is a true testament to the quality and value of the child care programs provided by Scarborough Community Services. Not only did each school-year child care site fill up to capacity but the summer day camp programs also maxed out within the first seven days of registration.
- **Return of Popular Child Care Events:** Two popular past events were brought back to life in FY2019: Date Night and the End-Of-Year Carnival. At Date Night, which was given a "Pizza and Pajamas" theme, kids were able to hang out in their pajamas, enjoy a pizza dinner, decorate (and eat) gingerbread cookies, watch a movie, and play games in the gym. The End-of-Year Carnival, while exhausting to plan and execute, was brought back by popular demand. All child care sites were bused to Wentworth for an afternoon of carnival activities followed by a potluck BBQ.
- **55+ Programs Improvements and Expansion:** Starting in Spring 2019, the 55+ membership program was phased out and transitioned to a residency-based registration process. Programs and trips remained open to everyone, with Scarborough residents receiving early registration priority. Some fees on trips and programs were also restructured based on residency. Making the change to eliminate membership provided a benefit to Scarborough residents and made registration in the office run more efficiently.



Community Services continued:

- Age Friendly Scarborough:** The Town of Scarborough became the 314th community to enroll in the AARP Network of Age Friendly Communities. The AARP Network of Age-Friendly States and Communities encourages states, cities, towns, and counties to prepare for the rapid aging of the U.S. population. By doing so, these communities are better equipped to become great places, and lifelong homes, for people of all ages. Age Friendly Scarborough aims to promote active, healthy, and engaged living by residents of all ages, but especially older adults. We will work with the network to address eight aspects of community life, including outdoor spaces and buildings, transportation, housing, social participation, respect and social inclusion, civic participation and employment, and communication and information and community. As part of the Network of Age Friendly Communities, we will have access to a structured process to guide community change, as well as resources and grants to help along the way. We will also have the opportunity to collaborate with our neighboring Age Friendly Communities and will have access to national and global research, planning models, and best practices.



Challenges

- Growing Programs and Limited Space:** Across the board, whether it be a child care-based program or a 55+ program, we ran into programs reaching their limits and having to maintain lengthy wait lists. We are provided space in each school for our child care programs and in the Martin's Point Community Room for the 55+ programs, but even these spaces had maximum headcounts that could not be superseded, whether it was due to fire and safety codes, facility administration specifications, or State licensing requirements. Aside from space, we also found that many of our 55+ trips and programs filled up quickly. Trips are oftentimes limited not only by our bus capacities but also by the venues we are visiting.
- Increasing Costs and Offering Affordable Programming:** Costs for travel, tickets, and attractions continue to rise each year, as do the wages for part-time staff. Year to year, we evaluate child care and summer camp pricing to make sure we are in line with neighboring providers and we look at admission, programming, transportation, and staffing costs for summer camp when planning the eight-week schedule. For the 55+ programs, we have found that increasing costs are often barriers to participation. It becomes a challenge for us to offer inclusive programming that is affordable for older adults who are often on fixed incomes.
- Difficulty Finding and Retaining Qualified Seasonal Staff:** One of the biggest challenges we face each year is being able to secure enough qualified staff for the summer camp season, as well as for the school year. While summer camp positions provide a consistent schedule for counselors, the program runs for eight weeks. Many of our seasonal staff members are college students, so as the summer progresses, the total staff headcount diminishes as students head back to school. And while we do have part-time positions open during the school year, the schedules are split, with morning care running 7:00 to 8:30 am (9:55 am for late start days), and afternoon care running 3:00 to 6:00 pm.

GROUPS AND FACILITIES

Responsibilities

Community Services oversees the maintenance and construction of many parks and fields in Scarborough. Grounds staff are responsible for the repair and maintenance of all Municipal facilities, including all town parks and their accompanying fields, trails, buildings, playgrounds, and amenities. Seasonal staff members are hired and trained annually and integrated into the year-round crew, and are generally hired in the spring and summer, as these seasons warrant more help for the mowing and weed maintenance. Staff maintains and schedules all outdoor athletic facilities for Scarborough High School and Scarborough Middle School competitions and practices, leading to an open line of communication between our department and school athletic staff, as well as with youth athletic groups.

Community Services continued:

PARKS/FIELDS/TRAILS

- Blue Point Park
- Black Point Park
- Memorial Park
- Scarborough River Wildlife Sanctuary
- SEDCO Field
- Eastern Trail

SPORTS COMPLEXES

- Peterson Sports Complex
- Springbrook Sports Complex
- Willey Sports Complex
- Scarborough Middle School Sports Complex
- Scarborough High School Sports Complex Wentworth Field

AMENITIES

- Tennis courts
- Basketball courts
- Pickleball courts
- Outdoor gaming area
- Outdoor ice rink
- Skate park
- Concession stands
- Playgrounds



Accomplishments

- **Continued Investment in Equipment:** A big component to a successful turf management program is aeration and slice seeding, especially as it pertains to playing fields that are treated organically. Over time, soil and thatch become compacted from overuse, halting the ground's ability to breathe. This means the grass roots can't absorb the nutrients or water from the soil, making it weak and susceptible to weeds. This leaves the Town with the option to treat organically or by manual means. One of the easiest ways to combat compaction and weed issues is to aerate and slice seed several times each year. Prior to FY2019, Community Services had to contract out those services. Since only a certain amount was budgeted per year, the aeration and slice seeding services were limited. It became clear that with a few pieces of equipment and some training, our own staff could handle those services in-house; therefore, Community Services invested in the necessary equipment in fiscal year 2019, including an aerator, slice seeder, and tow-behind turf blower.

Challenges

- **Aging Infrastructure:** Throughout the Town of Scarborough, there are multiple parks, fields, playgrounds, and other recreational facilities that fall under the management of Community Services. The parks and amenities vary in shape and size, as well as envisioned use, but are an important asset to the town and its citizens. What they all require is routine maintenance and upkeep, which in turn requires manpower and ultimately funding. While staff continues to conduct annual inspections to playgrounds and make necessary repairs, and continues to survey all parks and amenities for required fixes throughout the year, they have been working on a case-by-case basis with no major renovations planned for the future.
- **Evolution of Organic Lawn Care Products and Practices:** Scarborough was at the forefront of organic turf management practices in Maine when the Town Council adopted the Pest Management Policy in September of 2011, and the field of organics just keeps growing. New companies with new organic products are emerging each year and past product formulas are being adjusted after years of use and observation. As the products evolve and improve, our staff has to be ready to try new things, invest time into researching all options, and increase the cultural practice from the top down.
- **Need for Additional Parks and Field Space:** As the "booking agent" for all town and school fields and facilities, we are front and center to witness the growth of Scarborough, and with it the addition of new sports and activity groups. This past year, Community Services staff processed a total of 15,385 field and facility requests and reservations from over a total of 143 unique outside groups, not including the vast sports schedules of the High School and Middle School teams and extracurricular activities and clubs. Outside groups included sixteen booster groups, eight dance companies, four baseball/softball groups, six basketball groups, six scout troops, six soccer clubs, three churches, three neighborhood/condo associations, seven school-support groups, and many more. With new organizations requesting space in Scarborough each year, the need for more indoor and outdoor space grows.

Community Services continued:

BEACHES

Responsibilities

Although Maine's coast is primarily a rocky coastline, Scarborough is home to several sandy beaches, including three beaches that are maintained and operated by the Town of Scarborough. Community Services supervises the day-to-day operations of the beach parking lots and facilities, as well as the boat launches for the town. Operations include parking lot management and fee collection, with parking lots open daily sunrise to sunset from Memorial Day through Labor Day. Other duties include custodial services, maintaining facility appearance, and trash removal from the beaches and the Pine Point Co-op. Management oversees the hiring and training of seasonal staff and the management of supply stock levels for staff at beaches.

BEACHES

- Ferry Beach
- Pine Point Beach (Hurd Park)
- Higgins Beach

BEACH FACILITIES

- Higgins Beach Bathhouse
- Ferry Beach Bathrooms
- Pine Point Bathrooms
- Pine Point Concession

BEACH AMENITIES

- Bike Racks
- Kayak Racks
- Portable Toilets (*out-of-season*)



PARKING LOTS

- Ferry Beach-- 86 parking spots
- Pine Point Beach (Hurd Park) -- 346 parking spots
- Higgins Beach -- 84 parking spots

Accomplishments

- **New Ticket Booth at Ferry Beach:** For years, the ticket booth at Ferry Beach was situated to the left side of the parking lot, which required collections staff to cross exiting traffic to assist cars entering the lot. This year a new ticket booth was installed in the middle of the entrance to the lot. This new layout not only kept staff safer while working but assisted in the flow of incoming and outgoing traffic.
- **Automated Pay Machine at Higgins Beach:** A new automated machine was installed and operational for use during the summer season at Higgins Beach. This machine allowed the collection of parking fees within the extended hours approved by Town Council and also collected fees when the lot could not be staffed. Payments with a debit or credit card were made possible thanks to the new machine. This is currently not an option at the other beach locations. Season ticket holders were still able to utilize the lot by checking in the attendants upon entering.
- **Corrected Drainage Issue at Ferry Beach:** The parking lot at Ferry Beach had an issue with pooling water. Scarborough Public Works renovated a section of the lot this past year and improved the drainage to resolve the issue.

Challenges

- **Securing Seasonal Staff:** One of the ongoing challenges at the beaches is being able to secure enough qualified staff for the summer season. Many of our seasonal staff members are college students, so as the summer marched on, the total staff numbers dwindled as students went back to school or found full-time jobs. These are perfect positions for retirees, college students who are staying local, or even older high school students.
- **Enforcement of Rules:** When it comes to beaches, there are many rules that have to be remembered, repeated, and reinforced. There are town ordinances that govern the use of beaches and the permitting of special events, such as wedding ceremonies. There are ordinances about surfing, dogs and horses on the beaches, fireworks use, and the protection of piper plovers. There are also Natural Resource Protection rules that pertain to the protection of coastal dunes and wetlands, as well as significant wildlife habitats. While beach staff does their best to inform all visitors of the rules, it can be a lot to deliver in such a short interaction, and once people get onto the beaches, it is even more difficult to enforce the rules.

Report from the

SCARBOROUGH LAND TRUST

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

Scarborough Land Trust is a private, non-profit, community-based organization that acquires, protect, 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.

Scarborough Land Trust (SLT) is pleased once again to report to the community on our ongoing work to permanently conserve land in Scarborough for public benefit. We are grateful to the Town of Scarborough and hundreds of its residents for financial support and volunteer power to do our work.

At the close of the last fiscal year, SLT was well on our way to raising the necessary funds to buy our first piece of conserved land in the Pine Point area. By the time this publication is available, the Blue Point Preserve will have been purchased and work will be underway to improve it for public access. We are excited to welcome the public to visit the property in late 2019.

Across town, SLT has conserved over 1,600 acres, protecting places for outdoor recreation and study, rare or important ecosystems, farmland, and general open space to conserve our town's rural character. Ongoing care for that land is a major part of the annual work of SLT. During this reporting period, we are proud to have improved trails at many of our properties, helping to keep hikers' feet dry and prevent erosion. We installed dog waste stations at Fuller Farm and Libby River Farm to help prevent pollution from four-legged friends. Finally, we continued the work of addressing invasive species that can displace important native plants. Volunteers were critical to completing all of this work and much, much more.

We also hosted walks throughout the year with topics like wildlife tracking, plant identification, and birding. This year, for the first time, we held a series of kids hikes throughout the spring season to highlight the changes that happen across the forests and fields as the seasons progress. Volunteer leaders and teachers were critical to a successful series of hikes and outings.

At the SLT Annual Meeting in May, members of the Land Trust reelected four Directors for another term on the Board. Betts Armstrong, Nancy Kelleher, Dawn Piccolo, and Rick Shinay all agreed to serve for another three years.

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



*Rick Shinay
President*

Respectfully submitted,

Rick Shinay, President
Scarborough Land Trust

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.

At the elections in 2018, the Commission polled community members on the potential of pursuing a plastic bag ban or ordinance in the community. Over 450 registered Scarborough voters participated in the poll, and over 86% supported the development of such an ordinance. This became one of the main focal points for the Commission's work this year. The Commission spent ample amounts of time researching plastic bag and polystyrene ordinances from neighboring communities in southern Maine and discussing how existing language might be adapted for Scarborough. The Commission developed draft ordinance language which was submitted to the Ordinance Committee.

However, the work by the Commission on developing locally-derived ordinance language was suspended when LD1532 *An Act to Eliminate Single-use Plastic Carry-out Bags* was signed by Governor Mills on June 17, 2019. The law goes into effect on April 22, 2020.

Some of the additional activities that the Commission actively participated in or continues to participate in include:

- Completion of the [Maine Flood Resilience Checklist](#), a self-assessment guide and tool for determining flood vulnerabilities within the community; some of this information helped inform the Comprehensive Plan process;
- Participation in the Comprehensive Plan development process;
- Attended the Maine Association of Conservation Commissions (MEACC) Annual Meeting in April 2019;
- Attended the Beaches Conference in Kittery in June 2019;
- Provided advisory comments to the Planning Board on different conservation and environmental issues;
- Continuing membership on the Pest Management Advisory Committee (PMAC); and
- Participating in the High Water Marks project with the [Maine Silver Jackets Team](#) along with the City of South Portland; this project will include locating past historic flood marks from the Blizzard of 1978 and working in the community to translate marks to publicly visible areas in order to raise awareness around coastal flooding and sea level rise.

We would like to thank our dedicated liaison to the Town Council, Councilor Foley, Sustainability Coordinator Jami Fitch, and Assistant Planner Jamel Torres for their continued participation and enthusiasm in helping the Commission throughout the past year.

Respectfully submitted,

Peter Slovinsky, Chairman

Commission Members: Steve Decrosta, Rachel Hendrickson, Ben Keller, Thomas Nolan, Charles Spanger, and Suzan Nixon

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Am-Vets / Libby Mitchell Post

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P.O. Box 246, Scarborough, ME 04070-0246

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Dennis Meghan, President
c/o Portland Regional Chamber
60 Pearl Street, Portland, ME 04101

Kiwanis Club

Neil Jamieson (207-282-5966)
P.O. Box 846, Scarborough, ME 04070-0846

Lions Club

Rodney Loughton (207-883-9309)
P.O. Box 644, Scarborough, ME 04070-0644

Masons - Gov. William King Lodge #219

Richard Lord (207-883-6767)
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