

Article Impacted	Section Impacted	CRC Sub - Comm	Sponsor	Charter Review Committee (CRC) or Public Comment (PC)	Proposed Change	Summary of Impact (potential benefit)
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0	0		Wood	CRC	The cover page shows a revision history but I do think it would be useful to show change notes for the current version at least. Nick McGee asked to see previous revisions, which makes sense. Anyone then reading the document would see the history-Falmouth indicates in the body of the charter the last revision and, I think, the relevant question number on the ballot.	
0	0		Wood	CRC	The Charter's version should be better illustrated. Cover page might simply have seal, Charter, and some identifier as to the version - "201.A" etc? A separate page explaining the changes "Explanation of Changes" with "old" and "new". I will submit an example and hope to speak to it for hard to write all thoughts here. Charter should also include a glossary of term Town Council Glossary if you will..TCG	
0	0		Wood	CRC	"Chapter 201" and all Town "Chapters" for that matter deserves some reconsideration. I'd like to better understand the purpose of the current convention	
0	0		Wood	CRC	showing amended dates like this is not helpful not relevant	
0	0		Foster	CRC	Does a discussion on an inclusion of a section on Technology need to be considered?	
0	0	3	Hamill, Hanley, Et. Al	PC	Require that all final municipal and school labor contracts have a first reading and, no sooner than fourteen days later, a second reading, at the Town Council or Board of Education, as appropriate. Both readings shall provide an opportunity for public comment. This provision shall not be overridden by a suspension of the rules.	Salaries and benefits account for nearly 80% of the school budget and nearly 70% of the municipal budget. The vast majority of these expenses are governed by labor agreements. These labor agreements therefore are the predominant drivers of the school and municipal budgets, and hence the tax rate. The public needs a clear understanding of all labor contracts and their financial implications.

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0	0	3	Hamill, Hanley, Et. Al	PC	Require that all opportunities for public comment (public hearings, public comments at TC & BOE meetings) include a mechanism to accept and make available written comments submitted by email or other Internet-based means.	With changes in technology, it is important that the Town Council and Board of Education accept and consider “public comment” in forms other than the previous format of a three-minute speech at the podium.
2	200	2	Hamill, Hanley, Et. Al	PC	Require that every new ordinance be accompanied by a detailed and realistic implementation plan that identifies which Town department is responsible for enforcing it and provides an estimate of annual enforcement costs.	Improve operational and financial accountability
2	201	2	Stephenson	CRC	Given the geographical size of the town, the size of the ever-growing population and the diverse cultures and needs across the town we really need to have wards. Given the limited budgets available, we need town councilors who know their voters and the needs of the voters. Whilst it does not state that they are charged with representing the voters, I believe they are-correct me if this is not the case-how can they if they don't know who we are and our needs and we don't know them it really fails at the first hurdle. In all my years in Scarborough I have never been approached by any member of the council nor have I ever received any form of communication from any of them with the exception of JMC. I know for a fact, when lobbying for support at upcoming elections, the favorite place to go to meet as many people as possible in the shortest possible time, is Pleasant Hill. So, to summarize two points here-Wards first of all and secondly a charge to represent the voters by meeting with and understanding their local needs via all the obvious communication channels and workshops. I am not sure we need 7 wards but to have 7 at large does not make sense to me at all. Maybe 5 and 2. Some of the Towns who have wards and whose Charters I reviewed divide their Towns into wards or relatively equal numbers of vters or inhabitants (I cannot tell which). Falmouth has wards as does Saco, Windham, Biddeford, Westbrook, Brunswick, Sanford to name but a few. Is 7 enough to properly represent the town? We have a large population, which is increasingly diverse, and covers many square miles. 7 seems like a low number	
2	201	2	Public Comment via Stephenson	PC		
2	201	2	Foster	CRC	As the Scarborough grows, is there a need for expanding membership on town committees, boards, and even the Council itself? Is membership size set by State law based on the size of the municipality? Adding members could be counterintuitive, but based on the amount of interest in just our committee, should there be adjustments made dependent on the committee's mission and relative importance?	
2	201	2	Bristol	CRC	Mix of at-large and by district members vs all at-large	
2	201	2	Wood	CRC	Should term limits be referred here?	

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2	201	2	Hamill, Hanley, Et. Al	PC	Increase the number of Town Council members to nine.	Enhance the ability to draw high quality candidates by somewhat reducing the time commitment.
2	201	2	Hamill, Hanley, Et. Al	PC	Establish a ward or district system for the Town Council.	Improve representation so that all areas of Town are assured a voice at the table.
2	202	2	McGee	CRC	Change the "crime punishable by imprisonment for more than 6 months" I suspect we could tie this into a Maine Class XX Crime - some people may plead out for lesser charges, smaller term, etc. In general, other than traffic violations and various misdemeanors, I think we should be a little more strict here.	Making sure those that serve us in an elected capacity are of good character
2	202	2	Stephenson	CRC	The reasons for termination of the position suggests an option should the member be convicted of a crime punishable by imprisonment for more than 6 months. Other Towns mention "moral turpitude" (Saco section 2.06 B-3) which is a very non-specific term with lots of options to not be guilty of moral turpitude if you were found guilty of a crime. My belief here is that all elected officials and members of organizations that we look up to and trust should have moral characters beyond reproach. Gorham had an issue a few years ago with a drink driving conviction which did not attract a custodial sentence but they wanted to remove the official and it was an issue. Kennebunk section 311 specifies prison of 30 days or more	
2	202	2	Foster	CRC	I may just need some education in this matter, but is it a conflict of interest for a Town Council member to be a trustee of the Scarborough Sanitary District.	
2	202	2	Stephenson	CRC	For vacancies, 6 months vacant is a long time. Perhaps 3 or more months vacant requires an appointment and/or special election (same goes for BOE)	
2	202	2	Bristol	CRC	No member of the Town Council shall serve as a trustee of the Scarborough Sanitary District – If this is considered a conflict of interest, are there others that should be included here (e.g. Library, SEDCO)?	
2	202	2	Bristol	CRC	Add morals clause – CE language is as follows: Any member of the council who shall be convicted of a felony or a misdemeanor involving moral turpitude while in office shall, after due notice and hearing before the council, and the production of the records of such conviction, forfeit the office.	
2	203	2	Hamill, Hanley, Et. Al	PC	Create a mission statement for the Town Council to define duties and responsibilities of members.	Enhance the quality of TC decision making by clearly stating what principles guide the process.
2	204.4	2	Starr	CRC	what power does this article give to the Council. How does that impact the role of the Town Manager?	
2	205.1	2	McGee	CRC	Council pay: I'd start the dialogue with proposing an increase to \$2500 - regardless of Chair or not Chair	Councilors invest a lot of time serving, a small increase is probably warranted

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2	205.1	2	Foster	CRC	Compensation for the town council members is usually a non-starter, but I feel we should at least have a discussion about this area. The other town charters I perused, offered the council members a small stipend; as does Scarborough. I recently read an article that one municipality (not Portland, Augusta, or Ogunquit, or York), was providing \$6,000 dollars a year for their council members. I'm not advocating for a stipend of that magnitude (sorry Jean-Marie and Betsy), but \$1,500 per year breaks down to roughly \$30.50 cents a week. I thoroughly believe in fiscal responsibility. However, I feel that even a small increase is warranted; if only for the fact of inflation and the amount of time that the Council devotes to important town matters. Obviously, Council members didn't run for office with the intent of a large, if any compensation. And, I realize that adding to the town budget is "sometimes" the white elephant in the room (or town) now more so with the covid economic downturn, (shrinking town revenue streams?), and especially when residents open their tax bills and start swearing and or sweating. It appears the School Board Members receive the same stipend. I'm assuming we'd have to recommend an increase for those members as well?	
2	205.1	2	Stephenson	CRC	As with the Senate and Congress I am unhappy that that members can set their own remuneration so having the TC and SB set their own salaries leaves me a little uncomfortable. I am not sure that approval by the TM who is appointed by the TC stands the test either. I don't subscribe to this theory but there are feelings around the Town that there is an unspoken agreement that the various heads do not rock the boat when called to vote and approve things lest they are penalized later when they are seeking approval.	
2	205.1	2	Bristol	CRC	Compensation consistent with other towns? Time for a modest raise? Add Yarmouth language - They shall hold no office of emolument or profit under the town charter or ordinances?	
2	205.1	2	Starr	CRC	When was the last time the compensation was increased? I know this stipend is similar or more than many local towns. However, I worry that it is not enough. Some community members might not be able to serve because the cost of babysitting does is not covered by the stipend. I would not want the level of compensation to hinder anyone from public service.	
2	205.1	2	Kazilionis	CRC	Recommendation is to review the compensation based upon neighboring districts: South Portland is \$3000 per year, Saco is \$1200 per year, Gorham is \$300 per year, Kennebunk is \$2775 per year, Brunswick is \$4000 per year for officials/\$4500 per year for vice chair/\$5000 per year for chair. Current pay of \$1500 per year equates to \$28.84 per week. Most officials are putting forward a minimum of 10 hours per week or \$2.84 per hour in meetings or preparation of meetings, and communicating with constituents.	

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2	205.1	2	Wood	CRC	I think this should be considered for updating. Seeing no annotation of change, would I believe this compensation to have been from 1993? No need to explain further..	
2	205.1	2	Hamill, Hanley, Et. Al	PC	Increase the pay of Town Council members to between \$5,000 and \$7,500.	Enhance the ability to draw high quality candidates by improving the attractiveness of the position.
2	205.2	2	Bristol	CRC	Who are officials appointed by TC? Salaries performance based?	
2	205.2	2	Wood	CRC	Officials should be defined here or a note that takes us to the place where said officials are codified.	
2	205.3	2	McGee	CRC	Should language be added stating salaries appointed by TM must remain within approved budget for Department? For Position?	More of a clarification of powers than anything else
2	205.3	2	Bristol	CRC	Pay-scale and/or performance based?	
2	206	2	Starr	CRC	Should they be inducted earlier, similar to the School Board? Is that legal to do so (after the certification process)?	
2	207	2	Starr	CRC	What does this mean and how does this impact the role of the Council? Judging qualifications of members – could Councilors decide that another Councilor is not qualified?	
2	207	2	Wood	CRC	Note referring to validation of vote with reference to the process or a note that tells reader where the process can be found?	
2	209.1	2	Wood	CRC	majority of entire town council? Is not a quorum satisfactory?	
2	210	2	Stephenson	CRC	Here's the issue as I see it, a majority constitutes a quorum and every ordinance, order and resolve shall require on final passage the affirmative vote of 4 members of the TC. Being the doomsday guy that I am, I have to say I don't like that piece at all. I am OK with a majority but not if that vote is taken when there are only 4 people there	
2	210	2	Wood	CRC	Reference here as to what defines a quorum and/or reference to where it resides in document.	
2	211	2	McGee	CRC	simplify by stating all members of council. Only "final" passage? I can see a potential situation where a vacancy occurs in the last year of a term, outside of the 6 month period - which would trigger a special election. That special election may be held 2 months prior to the regular election of the seat - do we want to force a candidate to run twice - once for the special and once for the regular in a two month period? Seems like we could save some \$\$\$ and efforts in a situation like this if we clarify how much time left on a term also.	Save community some money in unnecessary special elections.
2	211	2	Stephenson	CRC	Just about every committee has alternates, have we considered having TC and SB alternates?	

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2	211	2	Starr	CRC	Is the 60 days requirement State law? Is it a different timeline for pulling and submission of papers? How would it all happen in only 60 days – usually that process takes about 90 days	
2	212	2	Bristol	CRC	Town Council, Council Committees and Advisory Committees shall determine rules and order of business. They shall keep a video recording and written record of proceedings available to the public on the town's website/other platform (e.g. YouTube) for public inspection.	
2	212	2	Hamill, Hanley, Et. Al	PC	Require that all public meetings of the Town Council and Board of Education and their boards and committees be made available live on the Internet. All such meetings shall also be recorded, archived for at least five years and easily accessible on the Internet.	Easy public access to all local government meetings is a key to informed citizen participation.
2	213	2	Stephenson	CRC	There is mention in the opening paragraph publication of notices in a newspaper, in this day and age there should be reference to other outlets such as the Town Newsletter, Town web site and other social media.	
2	213	2	Bristol	CRC	Notice of public hearing should be at least 14 days in advance (Falmouth)	
2	213	2	Bristol	CRC	Revisit requirement for public hearing notices as print becomes more and more obsolete and posting in a public place doesn't serve the need. Draft ordinances should be required to be posted on the town website as they are now with Ordinance Committee and Council agendas.	

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2	213	2	Bristol	CRC	Notwithstanding Section 902, any proposed ordinance shall be introduced in writing by any Councilor to the agenda of any regular or special meeting of the Council. Upon introduction of an ordinance, the clerk shall distribute a copy to each Councilor and to the Town Manager; and shall file a reasonable number of printed copies in the office of the clerk and shall cause to be published, in print, the wording of the proposed ordinance or a title descriptive of its contents and purpose, together with notice of the time and place of public hearing thereon. Except as otherwise required herein or by the laws of the State of Maine, documents may be distributed and made available to the public electronically. The public hearing shall follow the publication by at least 14 days, may be held separately or in connection with a regular or special meeting of the Council and may be adjourned from time to time. All persons interested shall have a reasonable opportunity to be heard, and shall be provided access to the same documents considered by the Council. An ordinance shall become effective upon its adoption by the Council or at such later time as it may specify. After the hearing the Council may adopt the ordinance with or without amendment or reject it; but in no case shall the ordinance be adopted or rejected in less than 14 days after the public hearing. If an ordinance is amended so as to change substantially its meaning, the Council may not adopt it until the ordinance or its amended sections have been subjected to all the procedures hereinbefore required in the case of a newly introduced ordinance. The above procedure may be waived only as provided in the following section dealing with emergency ordinances. The Council may enact rules controlling re- introduction of defeated ordinances	
2	213		Starr	CRC	Perhaps it should be stated that the notice will be posted electronically and on social media channels.	
2	213		Wood	CRC	Need to update to add current and customary ways to so announce	
2	213.1	2	Wood	CRC	Super majority? Define in a "Town Council Glossary" TCG...:). Consistency with months vs. days lacking. Duration?	

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2	214	2	Wood	CRC	or assigned to others?	
2	215.1	2	Wood	CRC	Note to what constitutes a fiscal year in the TCG	
2	215.2	2	Wood	CRC	What remedies? Those found in the audit? Reference to where one can find audit subject matter - when, scope, etc	
3	301	1	Stephenson	CRC	Personally, I believe restricting the Town Manager to inhabitants of the Town is counter intuitive. Living in the town could even lead to subliminal conflicts of interest. Biddeford had this issue with their superintendent who had to relocate from Saco. They could have lost him and he has turned out to be an absolute star especially during COVID. I know the person does not need to reside here initially but to have them relocate within a year is tough. I know Kennebunk historically has had a TM from out of town and Windham does currently. I know there is provision for the TC to approve this but I think we should consider change here.	
3	301	1	Bristol	CRC	Require state residency at time of appointment (e.g. familiarity with ME statutes)?	
3	301	1	Kazilionis	CRC	Clean up the language regarding the "Town Manager shall not reside outside of the Town of Scarborough Maine without the approval of the Town Council". Is this a one time approval or would the Town Manager be required to seek approval from the Town Council each year if they are not a resident of the town?	
3	302	1	Starr	CRC	Not just this section but there are a number of references to the general laws of Maine-I would like to know, which ones specifically.	
3	302	1	Wood	CRC	Needs to be a reference to the applicable laws by which a Town Manager may be removed. Such as a link to state of Maine procedures etc.	

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3	303	1	McGee	CRC	There was an issue recently with the addition of the Asst. Town Manager as to whether or not the role could be created within the department - I think there was a solution/language that could have helped in this scenario giving authority for TM to hire within a department/create a position as long as it held to the overall budget of that Department.	Clarifying some implicit powers of TM
3	303.1	1	Bristol	CRC	List statutory officers, heads of departments, agencies?	
3	303.2	1	Wood	CRC	Removal of those that required confirmation by TC for appointment must also require TC involvement / action/ approval....	
3	303.3	1	Wood	CRC	Date of submittal?	
3	303.5	1	Stephenson	CRC	There is a typo here with a \ present before the word being.	
3	303.5	1	Wood	CRC	Meaning of "attend"? Not in audience? Acting manager?	
3	303.7	1	Stephenson	CRC	For a town of this size and spend, should there not be a purchasing agent and given the size of the school budget why is the TM not ultimately responsible for this also.	
3	303.9	1	Bristol	CRC	CE language – The town manager shall give bond for the faithful discharge or his or her duties to the town in such sum as the council shall determine and direct, and with surety or sureties to be approved by the council. The premium on the town manager's bond shall be paid by the town.	
3	305	1	McGee	CRC	Should the Asst. Town Manager be automatically named administrative officer in absence of TM? Should language stay if there is not Asst. TM?	Good question for Council members and Staff to weigh in on.
3	305	1	Stephenson	CRC	Given the current activities in Federal Government maybe we should look to have the equivalent of the 25th amendment. Section 302 specifies that the TM can be removed in accordance with Maine General Law which I am sure takes forever.	
4	402	2	Public Comment via Stephenson	PC	For vacancies, 6 months vacant is a long time. Perhaps 3 or more months vacant requires an appointment and/or special election	
4	402	2	Bristol	CRC	Add morals clause – CE language is as follows: Any member of the council who shall be convicted of a felony or a misdemeanor involving moral turpitude while in office shall, after due notice and hearing before the council, and the production of the records of such conviction, forfeit the office.	

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4	403	2	McGee	CRC	I can see a potential situation where a vacancy occurs in the last year of a term, outside of the 6 month period - which would trigger a special election. That special election may be held 2 months prior to the regular election of the seat - do we want to force a candidate to run twice - once for the special and once for the regular in a two month period? Seems like we could save some \$\$\$ and efforts in a situation like this if we clarify how much time left on a term also.	Save community some money in unnecessary special elections.
4	403	2	Stephenson	CRC	Just about every committee has alternates, have we considered having TC and SB alternates?	
4	403	2	Starr	CRC	Is the 60 days requirement State law? Is it a different timeline for pulling and submission of papers? How would it all happen in only 60 days – usually that process takes about 90 days.	
4	405	2	McGee	CRC	70 day threshold - is it enough time?	Suggest 90 days so it's not as rushed???
4	405	2	Bristol	CRC	Is budget submission 70 days prior to the beginning of the fiscal year adequate?	
4	406	2	McGee	CRC	Board pay: I'd start the dialogue with proposing an increase to \$2500 - regardless of Chair or not Chair	BOE members invest a lot of time serving, a small increase is probably warranted
4	406	2	Stephenson	CRC	As with the Senate and Congress I am unhappy that that members can set their own remuneration so having the TC and SB set their own salaries leaves me a little uncomfortable. I am not sure that approval by the TM who is appointed by the TC stands the test either. I don't subscribe to this theory but there are feelings around the Town that there is an unspoken agreement that the various heads do not rock the boat when called to vote and approve things lest they are penalized later when they are seeking approval.	
4	406	2	Bristol	CRC	Compensation consistent with other towns? Time of a modest raise?	
4	406	2	Kazilionis	CRC	Recommendation is to review the compensation based upon neighboring districts: South Portland is \$3000 per year, Saco is \$1200 per year, Gorham is \$300 per year, Kennebunk is \$2775 per year, Brunswick is \$4000 per year for officials/\$4500 per year for vice chair/\$5000 per year for chair. Current pay of \$1500 per year equates to \$28.84 per week. Most officials are putting forward a minimum of 10 hours per week or \$2.84 per hour in meetings or preparation of meetings, and communicating with constituents	
4	406	2	Wood	CRC	Increase to reflect inflation. Same as comment re: Town Councilors earlier.	
4	406	2	Hamill, Hanley, Et. Al	PC	Increase compensation of BOE members to between \$5,000 and \$7,500 per year, except chair who shall receive the revised amount plus 20%.	Enhance the ability to draw high quality candidates by improving the attractiveness of the position

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5	500	3	Kazilionis	CRC	I cannot find the section referring to the Board of Education budget being the only portion reviewed and voted on by the town. Recommendation is to put the entire budget to the voters to reduce the annual battle and return to a one town sentiment.	
5	500	3	Silkman	CRC	I would like the Committee to consider incorporating a Capital Planning and Budgeting requirement in the Town Charter.	
5	500	3	Hamill, Hanley, Et. Al	PC	No Town or School funds or resources (including any email contact lists) may be used to attempt to influence the outcome of any election, including but not limited to school budget referendums and any referendums held in accordance with Town ordinances (e.g., bond approval referendums).	The purpose of an election is to allow the voters to make a judgment on the merits of the question put before them. Town and School officials should not use taxpayer-generated funds to attempt to influence that judgment.
5	500	3	Hamill, Hanley, Et. Al	PC	Require a referendum vote on the municipal operating and capital budgets if the overall mil rate increase of the proposed budget (including Town and School operating and capital budgets) is greater than 3%.	Taxpayers should have a direct voice in approving large increases in their property taxes.
5	500	3	Johnson	PC	ARTICLE V - BUDGET in the Town Charter is related to the School side of the budget. When the residents vote on the budget referendum, it is a vote on the School side of the budget only. Example: in the 2020-2021 referendum the school side was 47.5mm+ and the municipal side of the budget was 19mm+. The voters are approving the published 47.5mm. I would like to see a discussion on both sides of the budget be brought forward to the voters. Whether each side be a separate referendum question or combined would be part of said discussion.	
5	502	3	Hamill, Hanley, Et. Al	PC	Require that the annual budget presented to Town Council for approval contain: a. An updated 10-year projection of capital projects and facilities, including for the schools. b. A 3-year projection of future tax rates using the best estimates available and supported by a list of major assumptions.	The current annual budget is created without regard to the impact that it will have on future years or the impending needs of major capital projects. This leads to less than optimal long-term financial decision-making and the likelihood of unanticipated significant tax increases.
5	502	3	Hamill, Hanley, Et. Al	PC	Prohibit donations of any amount by the Town to any entity, including public charities, regardless of the worthiness of the cause.	Individuals may make donations to any worthy cause in any amount they find appropriate. It is not the Town Council's role to allocate taxpayer funds to any charity or cause.

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5	502.1	3	Gleysteen	CRC	At least sixty (60) days prior to the beginning of each fiscal year, the Town Manager shall submit to the Town Council a budget and an explanatory budget message. <i>The Town Council shall determine by four votes to accept the Town Manager's budget.</i> The budget authority of the Town Council shall include the authorization to set line item appropriations for all offices, agencies and departments of the Town, with the exception of the Department of Education. The Town Council shall only have total appropriation authority for the Department of Education. This budget shall be compiled from detailed information furnished by the administrative officers and boards in a format of which shall be designated by the Town Manager and shall contain:	
5	502.1.1	3	Bristol	CRC	is town budget submission 60 days prior to the beginning of the fiscal year adequate?	
5	502.1.2	3	Bristol	CRC	An itemized statement of appropriations recommended for current operating expenses and for permanent capital improvements?	
5	502.1.7	3	McGee	CRC	I believe some of the language in this paragraph is what I was implying in my Article III Section 303 comments	
5	502.1.7	3	Bristol	CRC	Add from Yarmouth Charter – the Planning Board (LRPC?), in consultation with the town manager and designated member(s) of the town council, shall prepare and submit to town council, annually, a five-year capital program at least 120 days prior to the beginning of each budget year. The capital program shall contain such information as the town council may, from time to time, designate by order. A five-year plan by charter seems like a good idea	
5	503	3	Wood	CRC	days as in calendar or.....	
5	503	3	Hamill, Hanley, Et. Al	PC	Change the municipal budget that goes into effect if the Town Council fails to adopt the proposed budget within the currently provided 60-day approval window from the newly proposed budget to the budget approved and in place for the current fiscal year.	State law governs what happens with the School budget--and it is the most recently proposed budget for the school department that goes into effect. However, with the municipal budget that is not the case. The possibility of keeping the currently existing budget in place provides significant leverage and motivation to reach agreement and pass a new budget; otherwise those favoring the new budget need never actually agree and the newly proposed budget goes into effect.

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5	503	3	Gleysteen	CRC	The Town Council shall thereafter review the budget and adopt it with or without change no later than sixty (60) days from the date of its submission to the <i>Council acceptance date of the Town Manager's budget</i> . In the event the Town Council shall fail to adopt the budget within said sixty (60) day period, the budget as presented by the Town Manager and by the Board of Education shall automatically become the budget for the fiscal year or as otherwise provided by State law.	
5	506	3	Bristol	CRC	At the request of the Town Manager and within the last three months of the budget year (CE language)	
6	602	3	Wood	CRC	Why do we see this seemingly exception re: compensation when I don't see such for other TC appointed boards?	
6	603	3	Kazilionis	CRC	Recommendation to have something regarding more regular assessment reviews. This would ensure we follow a timeline for when assessments are conducted	
7	700	1	Hamill, Hanley, Et. Al	PC	Define a conflict of interest standard for the Municipal Development boards and committee governed by this Article (Planning Board, Board of Appeals and Long Range Planning Committee).	Conflicts of interest, including the appearances thereof, are never a good thing at any level of government.
7	701	1	Wood	CRC	Link to state of Maine references?	
	703	1	Stephenson	CRC	Should this be more correctly titled Zoning Board of Appeals?	
7	703	1	Wood	CRC	Link to state of Maine references?	
7	704	1	McGee	CRC	Change to require residency in town, not just ownership of property in town	
7	704	1	Stephenson	CRC	Section 704 for example requires members of the Long Range Planning Committee to a either b resident of the Town or an owner of real property in the town. My question is why this one and not the others.	
7	704	1	McGee	CRC	Overall - I know the LRPC voting structure changed recently per Council - should updated language be incorporated?	
7	704	1	Stephenson	CRC	Perhaps a clause where the those on the committee do not have a defined financial interest in the plans	
7	704	1	Wood	CRC	Link to state of Maine references?	

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7	704	1	McGee	CRC	I think the overall charge should be more defined with tangible deliverables - example: Spearheading future development cost tables (when town accepts a public road - do we have recent maintenance/reconstruction figures available to make sure our impact fees are appropriate). Should they be in charge of monitoring and reporting on the GMO? What about planning/monitoring/recommending Commercial growth patterns? Should they also be charged with looking at long term financial impacts of certain growth patterns?	A LOT to chew on here. I think TM and Council should weigh in on this section to see how the LRPC can best help them do their work.
7	704	1	Kazilionis	CRC	Recommendation: should there be rules regarding who is appointed to the various boards to ensure they are not cross seated or seated to reduce conflict of interest in a similar manner to the Sanitary District.	
7	704	1	Hamill, Hanley, Et. Al	PC	Explain the ability to appoint non-resident property owners to just the Long Range Planning Committee (LRPC) and no other Town boards or committees.	The Town should have consistency on eligibility for Town boards and committees.
7	704	1	Johnson	PC	Long Range Planning Committee. There shall be a Long Range Planning Committee, which shall consist of five (5) regular members and two (2) alternate members appointed by the Town Council. The regular members and alternate members must be either residents of the Town or owners of real property situated within the Town. The Long Range Planning Committee shall be advisory and shall act as the primary committee to develop and recommend plans for the 'Commercial' growth and development of the Town in accordance with the Comprehensive Plan, the ordinances of the Town and the general laws of the State of Maine.	At times the TC receives unsolicited advice on Residential Growth from LRPC. I would like to see this charge changed to Commercial growth only by removing Residential implied. The LRPC has brought forward unsolicited advice to fictionalize our permits and additions to the permit Reserve pool. Residential growth pace and affordable housing allotments are contained in the GMO Ordinance and is the sole authority of the TC . LRPC involvement in residential growth is confusing to most councilors and should be limited to solicited advice from the TC.
8	801	2	Kazilionis	CRC	Recommendation is to move the Board of Education elections to June to align with the school year. The current elections creates an environment where the district work is interrupted by the elections and reestablishing of board committees. This would ensure members are seated and committees are prepared to start working as students enter the district in September. Scarborough is one of a few districts who seat their school boards in the middle of the academic year.	

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8	801	2	Wood	CRC	BOE covered here and where else?	
8	802	2	Wood	CRC	Number of signatures required?	
8	805	2	Wood	CRC	Calendar days?	
8	806	2	Stephenson	CRC	I would suggest a maximum of 2 vs. 3 terms of office	
8	806	2	Bristol	CRC	Add LRPC. Add ZBA?	
8	806	2	Bristol	CRC	Two vs three consecutive three-year terms, with min. one term before eligible again	
8	806	2	Bristol	CRC	Add for the purposes of this section, election to an unexpired term of less than 18 months shall not be considered a term	
8	806	2	Wood	CRC	What date...1993?	
8	806	2	Hamill, Hanley, Et. Al	PC	Adjust term limits to two consecutive full terms and require a two-year period of non-service between any two consecutive full-terms.	While preserving institutional knowledge is an advantage to having long serving members in office, the benefits of getting new talent and perspective in office, as well as ensuring that strong voting coalitions among members cannot be formed, make a good argument for term limits.
8	807.1	2	Hamill, Hanley, Et. Al	PC	Require at least 35 days' notice for all elections (including special elections and referendums) to allow for appropriate public notice and absentee ballot requesting and returning.	In the past, the Town Council has attempted to hold elections on schedules which have not provided sufficient time for the residents to become informed about the issues. Good government requires a well-informed electorate; to accomplish this, it is necessary to have a reasonable and consistent election scheduling

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8	807.2	2	Hamill, Hanley, Et. Al	PC	Require that the school budget be approved by both the Town Council and Board of Education before absentee ballots are made available.	This change will eliminate the confusion and potential for ballot disqualification that exists in the current school budget referendum process.
9	900	1	Stephenson	CRC	I do not understand the wording of the title so I think a description for the sake of clarity is needed here. I think it means that the items approved by the TC in 901 can be overruled. If this is the case my concerns are as follows	
9	900	1	Foster	CRC	Are the figures listed in Article IX, sections 901.2 – 901.5, 902.1, 903.1, 903.7, and 907.1.3 still valid and make sense?	
9	900	1	Bristol	CRC	Change to Certain Bond Issues and Expenditures	
9	900	1	Bristol	CRC	Voter Referendum on CEAs over a certain annual amount?	
9	900	1	Bristol	CRC	Voter Referendum on one-time operating expenses over \$400K (e.g. last reval)	
9	900	1	Hamill, Hanley, Et. Al	PC	Require Credit Enhancement Agreements that have total payouts greater than the threshold set for bond issue referendums be subject to voter referendum just as bond issues are.	Credit enhancement agreements (“CEAs”) very often have long-term financial impact on the Town that is far greater than those associated with bond issues for which the current threshold for a voter referendum is \$400,000. CEAs should be treated like bond issues in the approval process and require referendum approval.
9	900	1	Hamill, Hanley, Et. Al	PC	Require referendum vote on any sale, swap, transfer, etc. of Town-owned (or claimed) land.	Land transactions have been among the most controversial Town actions in past years. Having them subject to voter referendum will guarantee that “the Town’s” voice has been heard.
9	901.4	1	Kazilionis	CRC	Increase the amount(s) (in 901.2, 901.3, 901.4) to coincide with inflation since Charter was last reviewed. This amount of money is not substantial in today’s economy.	

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9	901.5	1	McGee	CRC	20 days enough time? 25% a bit high for number of signatures? I suggest 20% for point of discussion purposes	Threshold discussion
9	901.5	1	Stephenson	CRC	Allows 20 days to gather a signed petition of 25% which is a very high number in a very short space of time. It strikes me that if we are serious about including options to overrule or recall something then we should make the time scales and numbers required more achievable. Windham for example has a 10% number)If we are not serious about this provision we should consider removing it. Having a number of voters for approval at a town wide referendum is reasonable and will act as a safety net.	
9	901.5	1	Stephenson	CRC	This section triggered a thought about purchasing. I think that we should be clear to all involved that splitting projects into components to gain approval via a different method is strictly frowned upon and not permitted. I was not living in the town when the memorial park was built but I heard that it was rejected by the voters as a complete project and was broken down into pieces and done anyway.	
9	901.5	1	Bristol	CRC	Why can a petition for overrule only be submitted within a short window after the enactment of an ordinance? 60 days vs 20 days?	
9	901.5	1	Bristol	CRC	Change percentage language to not less than 10% or registered voters or specific number of voters which ever is greater, vs existing language (convoluted and number could vary widely depending on whether or not the last gubernatorial race fell during a national or mid-term election year.Strike the last sentence – In the event that the total number of votes cast for and against the question is less than a number of registered voters equal to at least 25% of the number of votes cast in the last gubernatorial election, the action of the Town Council shall be deemed to be approved. This assumes that 25% of the number of voters in the last gubernatorial election participate in the referendum vote.	
9	901.5	1	Wood	CRC	number of votes cast or number of registered voters?	
9	901.7	1	McGee/Wood	CRC	last sentence has "must be file for each" should be "filed"	Typo correction
9	902.1	1	McGee	CRC	25% reduced to 20%	Threshold discussion
9	902.2	1	McGee	CRC	Should petitioners be able to appeal Town Attorney ruling? What would be the mechanism for a final ruling?	discussion point

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9	902.3	1	Wood	CRC	Why different language than previous?	
9	903.1	1	McGee	CRC	25 seems like a low number to initiate a recall of an elected official - propose moving it to 50.	
9	903.1	1	Wood	CRC	I was shocked at the small number of number (25) of people required to initiate a petition to recall and elected official. This seems way too easy and maybe should be higher.	
9	903.1	1	Public Comment via Stephenson	CRC	I'd recommend any 10 vs. 25 voters to form a petition.	
9	903.1	1	Starr	CRC	Should there be an increase in the number of voters required?	
9	903.1	1	Starr	CRC	Applicable reasons for recall should be clearly delineated, i.e. criminal behavior, conduct issues, etc. Some towns do have more definite rules regarding recalls.	
9	903.1	1	Wood	CRC	Is this number consistent with that which is required for nomination? Should this not be 25% of number of registered voters?	
9	903.4	1	McGee	CRC	25% changed to 20%	Threshold discussion
9	903.4	1	Bristol	CRC	Change percentage language to not less than 10% of registered voters or specific number of voters whichever is greater.	
9	903.4	1	Starr	CRC	In other towns it is a prescribed percentage (10-20%) of the registered voters	
9	903.4	1	Wood	CRC	Why 25% then 30% on the vote?	
9	903.7	1	Bristol	CRC	Change to a percentage of registered voters	
9	903.9	1	Gleysteen	CRC	By order of the Town Council, five members may vote to hold a recall election for any sitting elected official convicted of a felony following that official's most recent election. If the official sought to be recalled does not resign from the office, the Town Council shall proceed to call and conduct a recall election in accordance with Section 906. At the public hearing required by Section 906.1, the official sought to be recalled shall have the right to be heard and the Town Council shall give the official a reasonable opportunity to respond to the reasons stated in the order passed by the five members of the Town Council.	
9	904	1	Foster	CRC	In the same article under section 904.3 should the wording "may be" be changed to "must be". Just semantics?	
9	904.2.1	1	McGee	CRC	25 changed to 50	Threshold discussion
9	904.2.1	1	Bristol	CRC	Any specific requirements for a Petition for Overrule of Action by Town Council?	
9	904.2.3	1	Wood	CRC	Other than an agent of the town.	

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9	906.2	1	Kazilionis	CRC	Recommendation to clarify the rules between 906.1 and 906.2 are the 30 days in sequence meaning no more than 60 days between events OR is it a total of 30 days for the two events to be scheduled?	
9	907	1	Hamill, Hanley, Et. Al	PC	Require long-term leases with total required lease payments that exceed the threshold set in §907 for bond issues also be subject to voter referendum.	Long-term, non-cancellable leases are essentially equivalent to bond issues in terms of the future financial obligations they place on the Town and its taxpayers. Such leases should be treated like bond issues in the approval process.
9	907.1	1	Bristol	CRC	provisions shall apply whether or not payment for capital improvements or single item of equipment, one-time operating expense is to be made in more than one fiscal year (Falmouth).	
9	907.1	1	Kazilionis	CRC	Recommendation - Increase the amount from \$400,000 to coincide with inflation since Charter was last reviewed. This amount of money is not substantial in today's economy and restricts opportunity for action while waiting for a vote.	
9	907.1	1	McGee	CRC	What are the safeguards against multiple sub-\$400k expenditures - is there an aggregate cap limit in a given amount of time - over a 6 month period?	Threshold discussion - I'd like TM and Council to add context to this - how frequently is this occurring? What's the average total expenditures, etc.? Is the current threshold working?
9	907.1	1	Hamill, Hanley, Et. Al	PC	Change threshold for voter referendum on bond issues from \$400,000 to \$600,000	The current \$400,000 limit has been in place since 2011. Increase the threshold consistent with inflation.
9	907.1	1	Hamill, Hanley, Et. Al	PC	Change capital equipment subject to voter referendum from "an item of capital equipment" to include related groups of capital equipment to be bonded.	The reason for the current referendum requirement is to assure that voters have an opportunity to approve large capital expenditures. There is no difference in financial impact between a single capital item costing \$1 million than that of ten similar or related items costing \$100,000 each (example: a computer system upgrade could be comprised of numerous components each costing less than the threshold amount but in total far exceeding it).
9	907.1.1	1	Kazilionis	CRC	Recommendation 907.1.1 Include language to accommodate the repairs/replacement of heating or water systems. This would not necessarily be considered as a disaster or declared emergency, however no heat in January will render a facility unusable.	
9	907.1.3	1	McGee	CRC	25% - make sure consistent with other threshold discussion outcomes	Threshold discussion
9	907.1.3	1	Wood	CRC	Confusing	

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9	907.1.3	1	Hamill, Hanley, Et. Al	PC	Eliminate the need for 25% voter participation for the results of a referendum to be honored.	It seems undemocratic to have a referendum and then ignore the voters' decision if a certain threshold of total votes is not achieved. If more "no" votes are cast than "yes" votes, then the referendum should fail, not pass as the ordinance directs.
10	1002	1	McGee	CRC	Fines - is this range tied to state law? \$100 doesn't seem very stiff of a penalty for non-compliance	Curiosity - where do the funds go if a fine was paid?
10	1002	1	Foster	CRC	Under Article X, Section 1002, should the amount of the fines for "failure to obey summons" need to be discussed and/or adjusted?	
10	1003.4	1	Wood	CRC	HR Function	
10	1003.4	1	Stephenson	CRC	I would recommend adding that any removal of a council member would be without prejudice as it persons to Title VII	
10	1007	1	Stephenson	CRC	Charter Amendments-I would like to see specifics about which general laws. Interestingly some towns reference MA General Laws but reference them they do. Falmouth refers to MGL c 43B and Articles of 89 and 113 of the amendments to the Constitution (MA not ME)	
10	1007	1	Wood	CRC	Reference?	
10	1008	1	Stephenson	CRC	Charter Review. I think this needs expanding to include options to change in between the review periods and how that process is achieved. Given that recalls can be petitioned with as few as 25 signatures, the process should be similar. The document history does indicate that changes have been made historically in between the review periods so how did this happen. We should not have a process accessible by people inside Government that is not accessible to the towns people at large	
10	1008	1	Foster	CRC	Should the Town Charter be revised more often than every 10 years, or does the term "at least" suffice. Stating an actual number such as 10 could give the effect of informally invalidating updating it sooner.	
10	1008	1	Stephenson	CRC	I would suggest charter is reviewed at least every 5 years vs every 10	
10	1008	1	Public Comment via Shupe	PC	Should have more restrictive guidelines on who can qualify and serve on the committee. The resident's suggestion was that to be able to serve on the Charter review committee a person must have owned and resided in the town for a minimum of 10 years.	
10	1009.1	1	Starr	CRC	I have concerns that it is up to the Council, Board, or committee member to disclose their conflict of interest. If the person chooses not to bring up the conflict, the other members have no recourse to deal with the issue.	

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10	1009.2	1	Stephenson	CRC	Other towns have gone to the trouble of specifically including disclosures of conflict by people other than the individual themselves. See Kennebunk Section 3.12. Saco section 9.01 also deals with personal financial interest in any contract or supply of products and services. Section 9.02 also goes on to cover soliciting or assisting political activities of any sort. I cannot find a section that deals with, as an example, the purchase of the Benjamin Farm. When I questioned the purchase, I was told that it came from a “bond” I believe that had been approved by the Town at a Town meeting. When I asked when this was approved, I was told that the person could not remember. I dropped it but I started to think that these general approvals should have an end date. We are living in fast moving and evolving economy and I would hate to have money sitting there that was approved at a time of prosperity when we could be living in a period of austerity. This particular approval is one that would be significantly more important to the residents of Pleasant Hill than those of North Scarborough. Having the town split into wards and Town Councilors living within the geographical boundaries of their wards but at least bring some balance to the vote. At the time, I believe at least two members of the TC lived close by	
10	1010	1	Wood	CRC	The effective date should be near front of document	