

Town of Scarborough Sustainability Committee

August 23, 2023 | 8:00 – 9:30 a.m. | Scarborough Town Hall and via Zoom

Meeting Minutes

Attendance – in person

Committee: Anton Bodor, Patrice Kastenholz, Rick Meinking

Staff: Jami Fitch, Sustainability Manager; Autumn Speer, Planning Director

Attendance – Zoom

Committee: Lydia Jopp, Deb McDonough

Town Council: April Sither

To re-play the Sustainability Committee's 8/23/23 meeting, please use the following link:

<https://www.youtube.com/watch?v=DxVqniEUShs>

Call to Order

1. The meeting was called to order at 8:00 am.
2. The Committee voted to approve the minutes from the 7/26/23 meeting. Anton motioned to approve the minutes, Patrice seconded. Rollcall vote was unanimous. Motion passed.

Old Business

1. Sustainable Scarborough Day
 - Town Council proclamation
 - The Committee reviewed a draft proclamation naming 10/1/23 Sustainable Scarborough Day.
 - Patrice motioned to approve the proclamation. Anton seconded. Rollcall vote was unanimous. Motion Passed.
 - The Committee will request the Town Council consider the proclamation at their 9/20/23 meeting.
 - Event updates
 - Marketing of the event begins the week of 8/21 with a Leader article and an article in the Town's e-newsletter. Information will be posted regularly on the Town's social media accounts. Vendors and other participants are asked to help spread the word, and information/materials have been provided to them. A poster/flyer has been developed and will be distributed around town. Yard signs will be posted around town closer to the event.
 - Information is posted on the Town's website.
 - Approximately 20 businesses and organizations will participate with vendor displays.
 - Six workshops on various sustainability-related topics will be held.
 - Sustainable Scarborough Day was accepted as an official event for National Drive Electric Week.

Engineering & Technical Services

- Patrice asked if she could reach out to Wild Seed Project to invite them to attend. She also noted that the Scarborough Garden Club would likely participate.
 - The Committee asked about music at the event. The Sustainable Scarborough Day Planning Committee is working on it, but live music will likely happen at the next event.
 - Patrice suggested a Ukrainian piano teacher in Scarborough may be available to participate in the event. She will look for more information.
 - One food truck (Empanada Club) has confirmed participation at the event. Jami is working on getting another food truck lined up.
- Sustainability Committee table
- The Committee will staff a table from 10:00 am – 2:00 pm at Sustainable Scarborough Day.
 - The Committee discussed an activity and topics to focus on at the event. The Committee’s table will include the following:
 - Sustainable Scarborough table cloth
 - Giveaway: Sustainable Scarborough reusable shopping bags
 - Recycling information – stickers and magnets
 - The Committee will have an activity asking residents to weigh in on their vision for a sustainable Scarborough. A chart will be on display with activities or programs the Committee could pursue and ask people to “vote” on the various options. The Committee can use the feedback to help inform their memo to the Town Council.
 - The Committee would like to also give away a rain barrel and compost bin at the event.
 - **ACTIONS:**
 - **JAMI will send Patrice information about being a vendor at the event.**
 - **RICK will reach out to a supplier to request a donation of a heat pump water heater to be given away at the event.**
 - **JAMI will pull together the display for the sustainability priorities and send it to the Committee for their review prior to the next meeting.**
 - **JAMI will contact Public Works about providing a compost bin and rain barrel to give away at the event.**
 - **RICK, LYDIA, and DEB will staff the table at the event.** Lydia is available from 10:00 – noon. Deb is available all day except for when she is giving her workshop. Rick is available all day.
2. Sustainability Reserve Account
- The Committee’s agenda packet included information about revenue from electrical permit fees over the past several years. There has been a revenue surplus from electrical permit fees over the past several fiscal years.
 - Staff suggested that the Committee request the Council divert a portion (20%) of the surplus to a dedicated reserve account.
 - Autumn noted that the Town’s electrical permit fees have not changed in several years so they may increase in the future.
 - April shared that the Council may ask how 20% of the permit fee surplus was selected. She also noted that a reasonable response would be that the Committee did some calculations and the 20% number equated to a reasonable amount of seed money and the Committee can justify that amount of savings to the Town from past projects.
 - The Sustainability Committee’s request would first go to the Finance Committee, which will likely invite representatives from the Committee to attend a meeting to answer questions

about the request. The Finance Committee would then make a recommendation to include the funding in the budget or not.

- The Committee liked the idea of requesting the Town Council to direct 20% of the revenue surplus from the electrical permit fees to a Sustainability Reserve Account. The memo to the Town Council will include this request.
- Jami has also started marking up the EV charging ordinance to allow any in lieu fees collected to go to the Sustainability Reserve Account. Updating the ordinance will require Council action.
- The Committee discussed potential projects the group may like to pursue, if funding allows. Projects discussed at prior meetings have been organized into a Google spreadsheet that the Committee can access and add to.
 - Deb suggested adding studies to the spreadsheet.
 - The Committee needs to determine which efforts to highlight in the memo to the Town Council. The community feedback from the Sustainable Scarborough Day can help inform the memo.
 - The Sustainability Committee would like to reach out to the Conservation Commission to ask if they'd like to include items on the Sustainable Scarborough Day poster.
 - **ACTIONS:**
 - **THE COMMITTEE will add to the spreadsheet by 9/15/23 so items can be included in the poster for Sustainable Scarborough Day.**
 - **JAMI will reach out to the Conservation Commission about adding topics to the Sustainability Committee's poster.**

Updates

1. Town Council
 - The Council is focusing on the consolidated school. The Council will likely act on sending the referendum to the voters at the 9/6/23 meeting.
 - Nomination papers for Town Council seats are available from the Town Clerk's office. There are three seats open this year.
2. Planning Board
 - The Planning Board approved a new solar project.
 - Allagash Brewing Company submitted their initial site plan for Planning Board review.
 - The draft lighting ordinance is going to the Ordinance Committee in August.
3. Conservation Commission
 - The Conservation Commission is working on ordinance updates to increase buffers and setbacks from natural resources.
4. Transportation Committee
 - The Transportation Committee is hosting an open house to get community feedback on priorities for the Town's transportation network. The event is on Tuesday, 9/26/23, from 4:00 – 8:00 pm at the Public Safety Building.

Next meeting: September 27, 2023

Meeting adjourned at 9:28 am.

Future Projects List:

- Community solar
- Municipal building energy audits
- Residential energy efficiency grants
- Electric school buses
- Recycling information for homeowners when houses change hands
- Composting