

**AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
WORKSHOP RE: ALGER HALL LEASE – 5:30
AUDIT PRESENTATION - 6:15 P.M.
HYBRID REGULAR MEETING – 7:00 P.M.**

TO VIEW TOWN COUNCIL MEETING & OFFER PUBLIC COMMENT:

<https://scarboroughmaine.zoom.us/j/84286414999>

TO VIEW TOWN COUNCIL MEETING ONLY:

<https://www.youtube.com/channel/UCD5Y8CFy5HpXMftV3xX73aw>

NO NEW BUSINESS SHALL BE TAKEN UP AFTER 10:00 P.M.

Item 1. Call to Order.

Item 2. Pledge of Allegiance.

Item 3. Roll Call.

Item 4. General Public Comments.

Item 5. Minutes: December 6, 2023 - Town Council Meeting.

Item 6. Adjustment to the Agenda.

Item 7. Items to be signed: a. Treasurer's Warrants.

Item 8. Town Manager Report.

***Procedure for Addressing Council [Councilor Chair will explain process]**

Resolution 23-006. Act on the request to approve Resolution 23-006, recognizing the Scarborough High School Girls Soccer Team on winning the Class A Championship. [*Chairman McGee*]

Order No. 23-131, 7:00 p.m. Public hearing and second reading on new request for a Cannabis Establishment License from Arthur Oliveira, d/b/a Rare, LLC., located at 10 Snow Canning Road for a Medical Cannabis Products Manufacturing Facility. [*Assistant Town Manager*]

Order No. 23-138, 7:00 p.m. Public Hearing and action on the following renewal requests for Manufactured Housing Communities Licenses:

<u>Name</u>	<u>Address</u>
Pinecrest Manufactured Housing Community Theresa Desfosses & Tina Marie Smith	126 U.S. Route One
Hillcrest Manufactured Housing Theresa Desfosses	126 U.S. Route One

[*Town Clerk*]

Order No. 23-139, 7:00 p.m. Public hearing and action on the new requests for a Food Handlers License, Tucker Noyes d/b/a KTK Noyes Cultivation, LLC., located at 154B Pleasant Hill Road and Michael Shannon d/b/a Shannon's Best Buds, located at 15 Holly Street #205B *[Town Clerk]*

OLD BUSINESS:

Order No. 23-132. Second reading on the request to approve the expenditure, in an amount not to exceed, \$210,000, from the Land Acquisition Reserve Fund for the purpose of purchasing property located at 50 Hanson Road located more specifically identified by the Scarborough Tax Assessors Map R001/Lot 007, as recommended by the Parks and Conservation Land Board, and authorize the Town Manager to execute any and all documents as are necessary to protect the Town's interest. *[Parks and Conservation Land Board]*

NEW BUSINESS:

Order No. 23-140. First reading and schedule a public hearing and second reading on the new requests for a Cannabis Establishment License from Michael Shannon, d/b/a Shannon's Best Buds, located at 15 Holly Street #205B for a Medical Cannabis Products Manufacturing Facility and Christopher McNeil d/b/a Rose Smoke, LLC, located at 3 Commercial Road for a Medical Cannabis Products Manufacturing Facility. *[Assistant Town Manager]*

Item 9. Non-Action Item.

- Board of Education Proposal regarding new School Building Committee.

Item 10. Standing and Special Committee Reports and Liaison Reports.

Item 11. Council Member Comments.

Item 12. Adjournment.



To: Scarborough Town Council
From: Thomas J. Hall, Town Manager
RE: Town Manager's Report
Date: December 20, 2023

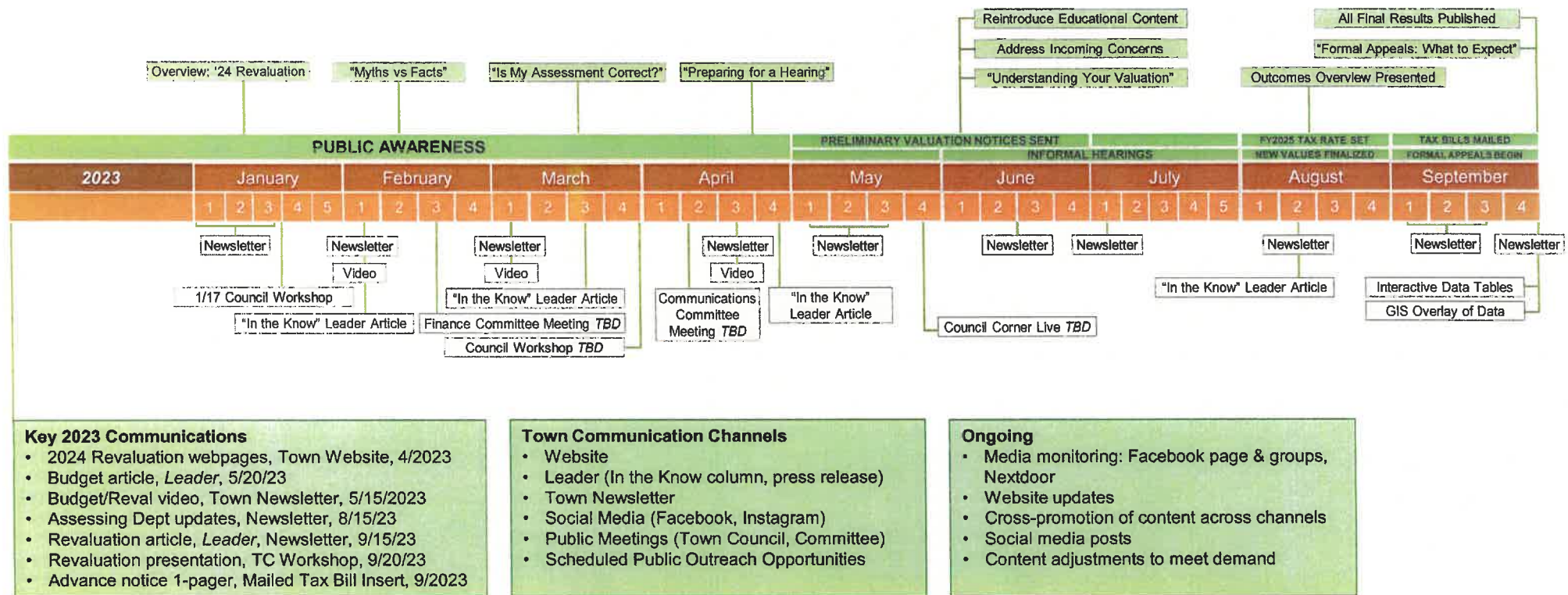
Below is an initial list of items that will be included in the Town Manager's Update at the regular public meeting of December 20, 2023. I will provide a verbal update on each of these items and will likely include other items of interest.

- **School Building Project Update** -
 - New Building Committee
 - Survey
- **Eastern Trail - Close The Gap**– Met with new ETMD ED and Board President
 - Resumption of Key Stakeholder Meetings
- **Dredge Update** - Dredge operations fully underway
 - Western Beach - Public to avoid
- **Pine Point Pier Improvements**- Update on crane replacement and pier
- **Revaluation Communication Plan**
 - Outreach to Neighborhood groups
 - Councilor Anderson Liaison
 - January 17, 2024 Town Council Workshop
- **Community Survey**
 - 608 Responses- Statistical Survey
 - Open Survey to Close December 22
 - Workshop on January 3 to present results
- **Brian Longstaff** - 2023 Code Officer of the Year
- **Avenue 2 Update** - NRPA application to be filed for path relocation
- **Traffic Calming Policy** -Draft policy complete
 - GPCOG to be consulted
 - Transportation Committee input on January 9
 - Maple Avenue Meeting - January 16

- **FY25 Budget Development** - Development underway
 - Themes:
 - Employee Retention/Recruitment
 - Responding to Community Survey
 - Advancing Town Council Goals
- **SEDCO/Gorham Meeting** - December 21, 2023 @ 8:00 AM



2024 Revaluation Communications Timeline



This timeline serves as a general reference tool for 2024 public outreach through the town-wide revaluation process. It is a dynamic guide that is subject to change and adjustments due to a number of variables.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
HYBRID REGULAR MEETING – 7:00 P.M.

Resolution 23-006. Move approval on the request to approve Resolution 23-006, recognizing the Scarborough High School Girls Soccer Team on winning the Class A Championship.
[Chairman McGee]

Chairman McGee

Ought to Pass

Sponsor

Recommendation

12/20/2023 – Vote:

First Reading/Vote

N/A

Public Hearing

N/A

Second Reading/Final Approval/Vote

RESOLUTION 23-006
SCARBOROUGH HIGH SCHOOL GIRLS' SOCCER TEAM

BE IT RESOLVED by the Council of the Town of Scarborough, Maine, that,

WHEREAS, the Scarborough High School Girls' Soccer Team did invest many hours of training in preparation for the 2023 Southern Maine Regional Championship and the State of Maine Class A Championship; and,

WHEREAS, the Scarborough High School Girls' Soccer Team did compete and win the 2023 Western Maine Regional Championship and the State of Maine Class A Championship.

NOW, THEREFORE BE IT RESOLVED, by the Scarborough Town Council, in Town Council assembled, that the following members of the Scarborough High School Girls' Soccer Team, their Coach, Assistant Coaches and Athletic Trainer, are hereby recognized for the great honor they have brought to their team, their families and the Town of Scarborough. The Scarborough Town Council is proud of their efforts and hard work.

Team Members:

Freshman - Margaret Booth and Vera DiSotto.

Sophomores - Shay Charsky, Peyton Crosby, Paige Garlock, Hope Melevsky, Kate Mokriski, Abigail Rasquinha and Maya Taylor.

Juniors: Sophia Rinaldi, Grace Carlista, Delia Fravert, Emerson Flaker, Megan Rumelhart, Avery Charland, Elizabeth (Ellie) Rumelhart and Sophia Nelson.

Seniors: Fiona Betters, Talia Borelli, Lana Djuranovic, Sarah Lefebvre, Sasha Ouellette, Natalie Ryan, Avery Pettingill, Sanibel Shinnars and Bailey Stoddard-Baughman.

Head Coach: Michael Farley

Assistant Coaches: Doug Bennett, Hadlee Yescott & Jill Deering

Athletic Trainer: Tom Spencer

Signed and dated this the 20th day of December 2023, on behalf of the Scarborough Town Council and the Town Manager of Scarborough, Maine.

Signed by: Nicolas S. McGee
Council Chair

Attested by: Yolande P. Justice
Town Clerk

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
HYBRID REGULAR MEETING – 7:00 P.M.

Order No. 23-131. Move approval of the second reading on new request for a Cannabis Establishment License from Arthur Oliveira, d/b/a Rare, LLC., located at 10 Snow Canning Road for a Medical Cannabis Products Manufacturing Facility and schedule a public hearing and second reading. *[Assistant Town Manager]*

Assistant Town Manager

Ought to Pass

Sponsor

Recommendation

12/06/2023 – Vote: 7 Yeas; 1 Nay (Councilor Hamill)

First Reading/Vote

12/20/2023

Public Hearing

12/20/2023 – Vote:

Second Reading/Final Approval/Vote

Scarborough Town Council Meeting

Council Meeting Date: December 20, 2023

ACTION ITEM: Order No. 23-131.

SUBJECT:

7:00 p.m. Public hearing and second on the new request for a Cannabis Establishment License from Arthur Oliveira, d/b/a Rare, LLC., located at 10 Snow Canning Road for a Medical Cannabis Products Manufacturing Facility and schedule a public hearing and second reading.
[Assistant Town Manager]

PURPOSE:

Approve a Medical Cannabis Products Manufacturing license for the establishment listed above.

BACKGROUND:

Application has been received and the facility will be inspected prior to the public hearing and second reading.

FISCAL IMPACT:

\$2,500 (+)

STATUS / PROCESS TO DATE:

- The application is under review
- First reading before Town Council: December 6, 2023
- Public hearing and second reading before the Town Council: December 20, 2023

PROPOSED ACTION:

Recommend approval of second reading on Order No. 23-131.

ATTACHMENTS:

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
HYBRID REGULAR MEETING – 7:00 P.M.

Order No. 23-138. Move approval on the following renewal requests for Manufactured Housing Communities Licenses:

<u>Name</u>	<u>Address</u>
Pinecrest Manufactured Housing Community Theresa Desfosses & Tina Marie Smith	126 U.S. Route One
Hillcrest Manufactured Housing Community Theresa Desfosses	126 U.S. Route One

[Town Clerk]

<i>Town Clerk</i>	<i>Ought to Pass</i>
<hr/>	<hr/>
Sponsor	Recommendation
<i>12/20/2023 – Vote:</i>	
<hr/>	
First Reading/Vote	
<i>12/20/2023</i>	
<hr/>	
Public Hearing	
<i>N/A</i>	
<hr/>	
Second Reading/Final Approval/Vote	

Scarborough Town Council Meeting

Council Meeting Date: December 20, 2023

ACTION ITEM: Order No. 23-138.

SUBJECT:

7:00 p.m. Public Hearing and action on the following renewal requests for Manufactured Housing Communities Licenses:

Name

Address

Pinecrest Manufactured Housing Community
Theresa Desfosses & Tina Marie Smith

126 U.S. Route One

Hillcrest Manufactured Housing Community
Theresa Desfosses

126 U.S. Route One

[Town Clerk]

PURPOSE:

To ensure that the Manufactured Housing Communities are in compliance with state and local laws.

BACKGROUND:

These licenses are issued on an annual basis and are inspected by the Code office to ensure there are no outstanding issues.

The request for the Crystal Springs Manufactured Housing Community has been scheduled for the January 3rd meeting. The public hearing notice for the above mentioned Communities did not include the Crystal Springs renewal.

FISCAL IMPACT: \$455.00 Revenue

STATUS / PROCESS TO DATE:

- Renewal applications were sent out: November 16, 2023.
- Public Hearing and Action before Town Council: December 20, 2023

PROPOSED ACTION:

Recommendation is to be determined by the Town Council.

ATTACHMENTS:

- Memo from the Planning Director
- Memo from the Zoning Administrator.



To: Thomas Hall, Town Manager

From: Autumn Speer, Planning Director

Date: December 19, 2023

Re: Annual License Renewal and Inspection of Mobile Home Parks - Update

On Tuesday December 19, 2023, the Town Engineer and Planning Director met with representatives of State Manufactured Homes, including their engineer and construction team. The Certificate of Occupancy (CO) process was discussed. It was agreed that in the future they will be requesting CO's for all homes prior to residents taking occupancy and will retroactively request CO's for the homes in Pinecrest Phase 2. They also provided a performance guarantee for site work as required with the Planning Board approval. Staff has no concerns at this time concerning the annual renewal for the Pinecrest Community.

The status of surface pavement for Hillcrest Phases 3 and 4 was also discussed in our meeting. Surface pavement is tied to the last CO in Phases 3 and 4. The last home was constructed in September 2023. With the timing of the final home and pavement placement temperature requirements, staff feels comfortable addressing this with next year's annual renewal process.

Memo

To: Thomas Hall, Town Manager
Tody Justice, Town Clerk
Autumn Speer, Director of Planning

From: Brian Longstaff, Zoning Administrator

Re: Annual License Renewal and Inspection of Mobile Home Parks

Date: December 13, 2023

On Tuesday, December 12, 2023, the code enforcement office conducted inspections on 2 licensed mobile home parks, also referred to as Manufactured Housing Communities.

Prior to arriving at the sites, the town engineer and planning department staff were consulted to learn if there were any outstanding issues related to existing open permits or site plan approvals.

The following report is the result of our inspections:

1. **Pinecrest Manufactured Housing Community** 126 U.S. Route One
 - Owner has not yet provided the town with a performance guarantee as required and noted during the pre-construction meeting more than a year ago.
 - There are 8 new units have been placed on Phase 1 of expansion that appear to be occupied, but SMH has only requested 2 Certificates of Occupancy. There also appear to be at least 3 units on Phase 2 that are occupied also without Certificates of Occupancy, and without the performance guarantee that was required prior to the start of Phase 2. This is a violation of the zoning ordinance.
2. **Hillcrest Manufactured Housing Community** 126 U.S. Route One
 - The latest expansion still has not received surface pavement as required per planning board approval.
 - No other issues found.

Planning & Code Enforcement

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
HYBRID REGULAR MEETING – 7:00 P.M.

Order No. 23-139. Move approval on the new requests for a Food Handlers License, Tucker Noyes d/b/a KTK Noyes Cultivation, LLC., located at 154B Pleasant Hill Road and Michael Shannon d/b/a Shannon’s Best Buds, located at 15 Holly Street #205B [*Town Clerk*]

Town Clerk

Ought to Pass

Sponsor

Recommendation

12/20/2023 – Vote:

First Reading/Vote

12/20/2023

Public Hearing

N/A

Second Reading/Final Approval/Vote

Scarborough Town Council Meeting

Council Meeting Date: December 20, 2023

ACTION ITEM: Order No. 23-139.

SUBJECT:

7:00 p.m. Public hearing and action on the new requests for a Food Handlers License, Tucker Noyes d/b/a KTK Noyes Cultivation, LLC., located at 154B Pleasant Hill Road and Michael Shannon d/b/a Shannon's Best Buds, located at 15 Holly Street #205B *[Town Clerk]*

PURPOSE:

To allow the applicants to conduct business according to the license requested and the Ordinances of the Town of Scarborough.

BACKGROUND:

Applications have been received and reviewed. These establishments require a Food Handlers License due to the product that they produce and is consumed by the public.

FISCAL IMPACT:

\$220 each

STATUS / PROCESS TO DATE:

- The applications received:
Noyes Application – 11/29/23; Shannon Application – 12/04/23
- Action before Town Council: December 20, 2023

PROPOSED ACTION:

Recommend approval of second reading on Order No. 23-139. These licenses will be issued upon final inspection of premises.

ATTACHMENTS:

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
HYBRID REGULAR MEETING – 7:00 P.M.

Order No. 23-132. Move approval of the second reading on the request to approve the expenditure, in an amount not to exceed, \$210,000, from the Land Acquisition Reserve Fund for the purpose of purchasing property located at 50 Hanson Road located more specifically identified by the Scarborough Tax Assessors Map R001/Lot 007, as recommended by the Parks and Conservation Land Board, and authorize the Town Manager to execute any and all documents as are necessary to protect the Town’s interest. [*Parks and Conservation Land Board*]

Parks and Conservation Land Board

Ought to Pass

Sponsor

Recommendation

12/06/2023 – Vote: 7 Yeas.

First Reading/Vote

N/A

Public Hearing

12/20/2023 – Vote:

Second Reading/Final Approval/Vote

Scarborough Town Council Meeting

Council Meeting Date: December 20, 2023

ACTION ITEM: Order No. 23-132.
<p>SUBJECT:</p> <p>Second reading on the request to approve the expenditure, in an amount not to exceed, \$210,000, from the Land Acquisition Reserve Fund for the purpose of purchasing property located at 50 Hanson Road located more specifically identified by the Scarborough Tax Assessors Map R001/Lot 007, as recommended by the Parks and Conservation Land Board, and authorize the Town Manager to execute any and all documents as are necessary to protect the Town's interest. <i>[Parks and Conservation Land Board]</i></p>
<p>PURPOSE:</p> <p>To assist in the preservation of land for open space within the Town of Scarborough for public benefit.</p>
<p>BACKGROUND:</p> <p>The Scarborough Land Trust is a non-profit community-based organization and conserve land where natural resources, scenic vistas and historical significance offer unique value to the community.</p> <p>In November of 2019 the voters approved an additional \$2.5 million for land conservation and historic preservation. The Parks and Conservation Land Board was created to evaluate properties for conservation and recommend to the Town Council on the use of land bond monies for the purpose of acquisition and stewardship of conserved lands.</p>
<p>FISCAL IMPACT:</p> <p>\$2,500,000 Voter Approved Land Bond (TC Order #19-060)</p> <p>(\$ 398,000) Alger Hall Building (649 US Rt 1) TC Order #20-117</p> <p>(\$ 200,000) Libby Property (196 Gorham Rd) TC Order #21-088</p> <p>(\$ 140,000) 91 Burnham Road TC Order #22-113</p> <p>(\$ 260,000) 80 Beech Ridge Road TC Order #23-053</p> <p><u>(\$ 130,000)</u> Gorham Road (located at the end of Finch Way) TC Order #23-083</p> <p>\$1,372,000 Unspent Land Bond Funds</p> <p>(\$210,000) 380 Payne Road, approved per TC Order #22-066 – did not close</p>
<p>STATUS / PROCESS TO DATE:</p> <ul style="list-style-type: none"> • Letter of Recommendation from the Parks & Conservation Land Board: November 21, 2023. • First Reading before the Town Council: December 6, 2023 • Second Reading before the Town Council: December 20, 2023
<p>PROPOSED ACTION:</p> <p>Recommend approval of the second reading on Order No. 23-132.</p>
<p>ATTACHMENTS:</p> <ul style="list-style-type: none"> • Letter of Recommendation from the Parks and Conservation Land Board. • Application Packet from the Scarborough Land Trust.

PARKS AND CONSERVATION LAND BOARD

Town of Scarborough, Maine



Board Members

Suzanne Foley-Ferguson

Rachel Hendrickson

Richard Murphy

Jane Palmer

November 21, 2023

Nick McGee, Town Council Chair
Honorable Town Councilors and Town Manager
Town of Scarborough, Maine

Dear Chairman McGee and Friends,

The Parks and Conservation Land Board met on November 2, 2023 and voted to recommend that the Town Council authorize \$210,000 be spent from already approved land bonds to assist the Scarborough Land Trust in purchasing 18 acres located at 50 Hanson Road. (Silver Brook Preserve)

Silver Brook Preserve will connect **+/-733 acres** of contiguous and diverse conserved lands in Scarborough and Buxton including Broadturn Farm, the acquisition of which is a familiar and spectacular success. (Appendix III-Map) This purchase of 18 additional acres will add to the momentum of conservation in that area. Large land blocks support the Town's goals of increasing access to land for recreation in the form of trails and connections, as well as protecting habitats for the greatest number of species. An additional 80 protected acres in Saco is also located in proximity to this parcel.

The "wow" factor of this property's **connectivity** is perhaps the most important factor to positively affect wildlife outcomes. That is because certain species require multiple habitats, for eating, roosting, and reproducing. As an example, the Little Brown Bat (*Myotis lucifugus*), endangered in Maine, can travel 100 miles from home base. Having found it located on the Broadturn Farm, it is likely that the bat travels throughout Scarborough, but in particular, uses this area for some or all of its' needs.

The land trust described the property in the application in detail (Appendix I-Application) and noted that the acreage is a combination of upland forest, wetlands and streams supporting populations of fish, reptiles, amphibians, birds, invertebrates and mammals. A total of 1,216 feet of frontage along the Silver Brook will be protected with this purchase. The parcel also provides habitat to deer, turkey, fox and other game species.

The PCLB reviewed the property in one meeting. The property evaluation score as compared to similarly sized parcels is below:

Whitten Property	6.4 acres	255 points
00 Gorham Road	11.5 acres	236 points
50 Hanson Road	18 acres	252 points
Libby I/Nonesuch	16.57 acres	543 points

The total project cost is \$273,346, so the Town's contribution to the project will be 77% of the project. (Appendix II-Budget) A community effort led by the Trust will fundraise the remaining portion of the project. As an example, Bass Pro/Cabela awarded a \$3,000 grant towards the project. This project is beautiful for all of the aforementioned reasons, and the photos attached provide a glimpse of what will be protected (Appendix IV-Photos).

The Board recommends the purchase and that the development rights on the property be extinguished legally by attaching conditions to the contribution and/or placing a conservation easement on the property. These details are typically negotiated between town and land trust staff and other contributing organizations, and should be included in the Council's direction to the manager.

If you have any questions regarding this property, a representative will be available at your meeting. Scarborough continues to be a leader in conservation, and I am proud to help in that regard. I hope you will be as well.

Sincerely,



Suzanne A. Foley-Ferguson
Chair, Scarborough Parks and Conservation Land Board

Attachments:

Appendix I - Application to the PCLB
Appendix II - Project Budget
Appendix III -Map of Parcel and Protected Adjacent Land
Appendix IV-Photos

Town of Scarborough, Maine

LAND ACQUISITION APPLICATION FORM

Property Name: Silver Brook Preserve Date: 7-21-23

Applicant Name: Scarborough Land Trust

GENERAL INFORMATION:

Property Address: 50 Hanson Rd

Scarborough, Maine 04074

Mailing Address: _____

Scarborough Land Trust

PO Box 237 Scarborough, ME 04074

Contact Person: Scott Kunkler

Phone # 207-289-1199 e-mail: skunkler@scarboroughlandtrust.org

Landowner(s) -please list full name of all owners (and lien holders, if any)

Roland Libby

Deed type: Warranty Deed Book / page# 7015/135

Current Assessed Value \$153,900

Recent appraised value (if available) \$220,000

Existing boundary survey? Y / ☒ N (circle) It is currently being updated

Potential boundary disputes? Y / ☒ N (circle) (if yes, attach explanation)

Any hazardous waste on the property? Y / ☒ N An environmental assessment will be completed.

LAND DESCRIPTION: Tax Map # R001 Lot # 007 Zoning District RF

Total Acres: 18 Proposed purchase acres: 18 Proposed easement acres N/A

Are there any buildings on the property? (Please circle) yes ☒ no

If yes, are they a part of the proposed purchase? Y / N

BRIEF PROJECT DESCRIPTION:

(Please provide information regarding the suitability for public acquisition, special features, and proximity to existing public lands; include the value to the people of Scarborough and any current or potential uses)

SLT is requesting funding to purchase and conserve ~18 acres of forested land located along Hanson Road. The purchase will protect ~12.7 acres of upland forests, 4.9 acres of wetlands, intermittent streams, and 1,216 ft. of frontage along Silver Brook. The wetland type, Palustrine forested, is considered a decreasing wetland type. Conserving wetlands are crucial to the protection of Silver Brook as well as for the survival of amphibians and other animals that depend upon them. Silver Brook is known by MDIFW to support a population of wild Brook Trout, as well as American Eel, Blacknosed Dace, Golden Shiner, Lake Chub, and White Sucker. MDIFW's website states, "Brook trout prefer cold water between 50 and 65 degrees. They thrive in clear, clean, well-oxygenated waters, and their populations are heavily influenced by their environment ... they are incredibly resilient in their undisturbed habitats." Protecting this property, which is heavily forested, will help keep the brook cool, clear, and clean, supporting the populations of wild trout. The upland forests, described as a Red Oak Northern Hardwoods White Pine Forest, provides critical terrestrial habitat and food sources for reptiles, amphibians, birds, mammals, and invertebrate, and act as an important migratory stopover for songbirds. The property also provides habitat for deer, turkey, fox, and other game species. A survey of bats on SLT's Broadturn Farm, located approximately ½ mile away, identified the Maine endangered Little Brown Bat (*Myotis lucifugus*). It is possible these bats are present on this property as well. The property abuts 19 acres of SLT-owned conservation lands, as well as 26 acres protected as open space by a HOA through the Town Planning process. This parcel in turn abuts Broadturn Farm and Preserve, in all connecting 733 acres of contiguous conserved lands, a substantial block spanning the Towns of Scarborough and Buxton. It is also in proximity to 80 acres of conserved lands in Saco. Vision #1 of the Town of Scarborough's Comprehensive Plan identifies the importance of our open space lands. As part of its action plan, the Town states, "significant natural resources, agricultural land, and open space should be protected, and an interconnected network of public open space developed where feasible." The purchase of this property will help to further this vision. SLT plans to provide for recreational opportunities such as hiking, skiing, snowshoeing, wildlife observation, hunting, and fishing. SLT will also provide educational programs for people of all ages that bring awareness of the values of Silver Brook, the forests and wetlands that surround it, as well as understand the property's role in mitigating the impacts of climate change.

Q Do you (the presenter) believe that there will be a willing seller(s) of this site?

Please explain: We will be executing a purchase and sale contract likely by the end of August. We have been in negotiations with the owner for approximately 6 months and have talked with the family about conservation for years.

Please attach the following:

- Site Location Map (map provided)
- Assessors Map (with abutting properties)
- Photo(s) (no more than 1 page please)

Directions to the property from Town Hall:

South on US Route 1 to Broadturn Rd. Go west on Broadturn to Hanson Rd. Turn left and go south to the property on the left.

LEAVE THIS BOX BLANK UNTIL FURTHER NOTICE

Important Note: The Town Council of the Town of Scarborough requires that all owners of land being proposed for town purchase are willing sellers and have full knowledge that their property is being presented to them for consideration. When and if the Parks and Conservation Land Board recommend a purchase, the owners of the property will be asked to sign below to indicate their willingness to sell. *A signed letter stating the above is also acceptable.*

Owner #1

date

Site Description (To be filled out by Applicant or Representative)

Directions: Please check all that apply to the parcel that is proposed for purchase. If unsure, leave blank.

- ☐ Rare, or endangered species
- ☒ Freshwater rivers, streams, vernal pools
- ☐ Ocean, tidal or estuary
- ☐ Working Farm or Forest
- ☒ Saltmarsh / other wetlands

- ☒ Creates link between public or protected parcels or trails
- ☒ Provides buffer for river, streams or brooks

- ☒ Public access to beaches, marshes, waterways, or other natural areas
- ☒ Public access to trails or other public lands

- ☐ Existing active recreation (ball fields, motorized vehicles, etc.)
- ☐ Potential active recreation
- ☐ Existing passive recreation (birding, hiking, horseback riding, skiing, etc.)
- ☒ Potential passive recreation

- ☐ Scenic views
- ☐ Historical significance (cemetery, monument, archeological site)

- Possibilities for
 - ☒ Purchase
 - ☐ Easement
 - ☐ Donation

Note: This is a quick summary of the Detailed Assessment Form that the committee will be using to evaluate your parcel. The detailed form is available upon request and is based on a point system. The full evaluation has subjective components, as well.

V Site Visit Scheduled: (to be filled out by committee) _____

**Acquisition of 50 Hanson Rd- Silver Brook Preserve
Scarborough Land Trust**

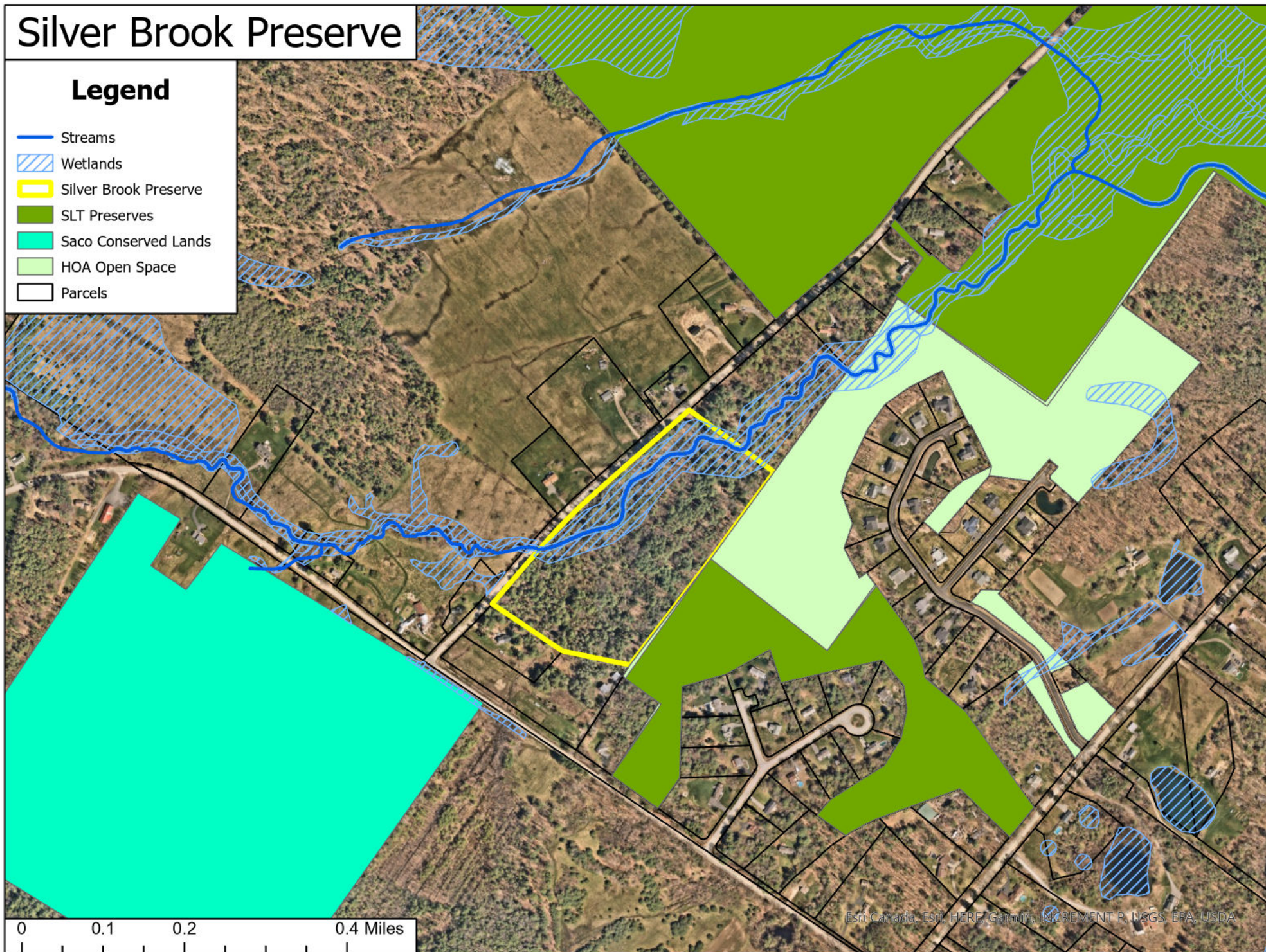
<i>Item - Expense</i>	<i>Estimate</i>	<i>Actual</i>
Purchase price of property		\$220,000
Appraisal		\$800
Environmental Review	\$2,200	
Survey	\$6,500	
Legal Fees	\$3,000	
Closing costs including title policy	\$2,500	
Stewardship		\$27,000
Land Protection Staff Costs	\$4,680	
Overhead and Administration	\$6,667	
Total		\$273,347

<i>Item - Revenue</i>	Town of Scarborough		
	SLT Funding	Land Bond	Total
Purchase price of property	\$10,000	\$210,000	\$220,000
Appraisal	\$800	\$0	\$800
Environmental Review	\$2,200	\$0	\$2,200
Survey	\$6,500	\$0	\$6,500
Legal Fees	\$3,000	\$0	\$3,000
Closing costs including title policy	\$2,500	\$0	\$2,500
Stewardship costs- Long-term	\$27,000	\$0	\$27,000
Land Protection Staff Costs	\$4,680	\$0	\$4,680
Overhead and Administration	\$6,667	\$0	\$6,667
Totals	\$63,347	\$210,000	\$273,347

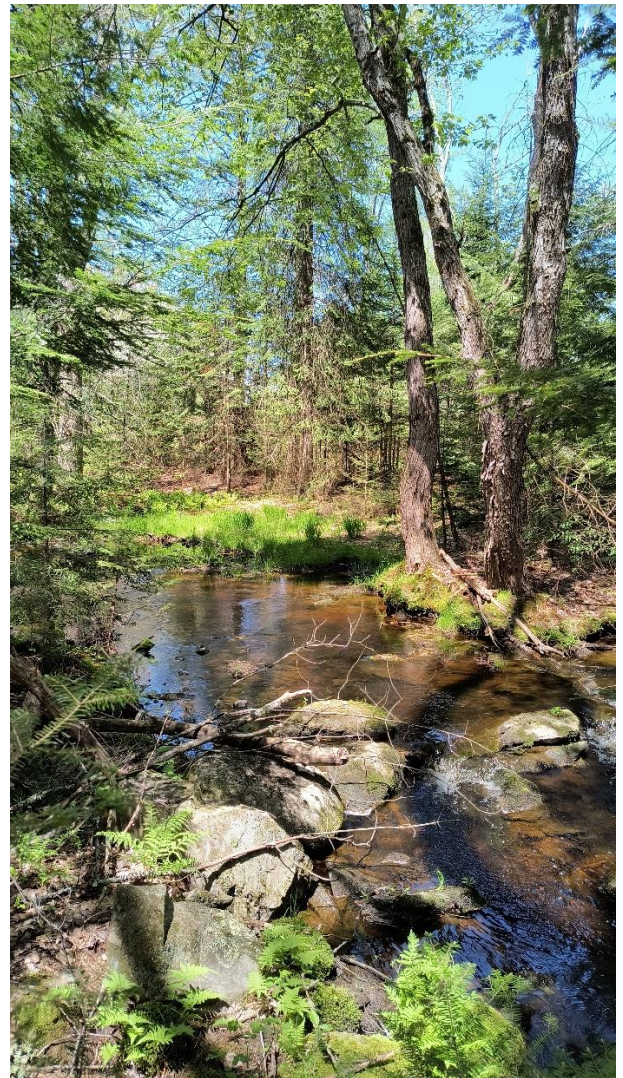
Silver Brook Preserve

Legend

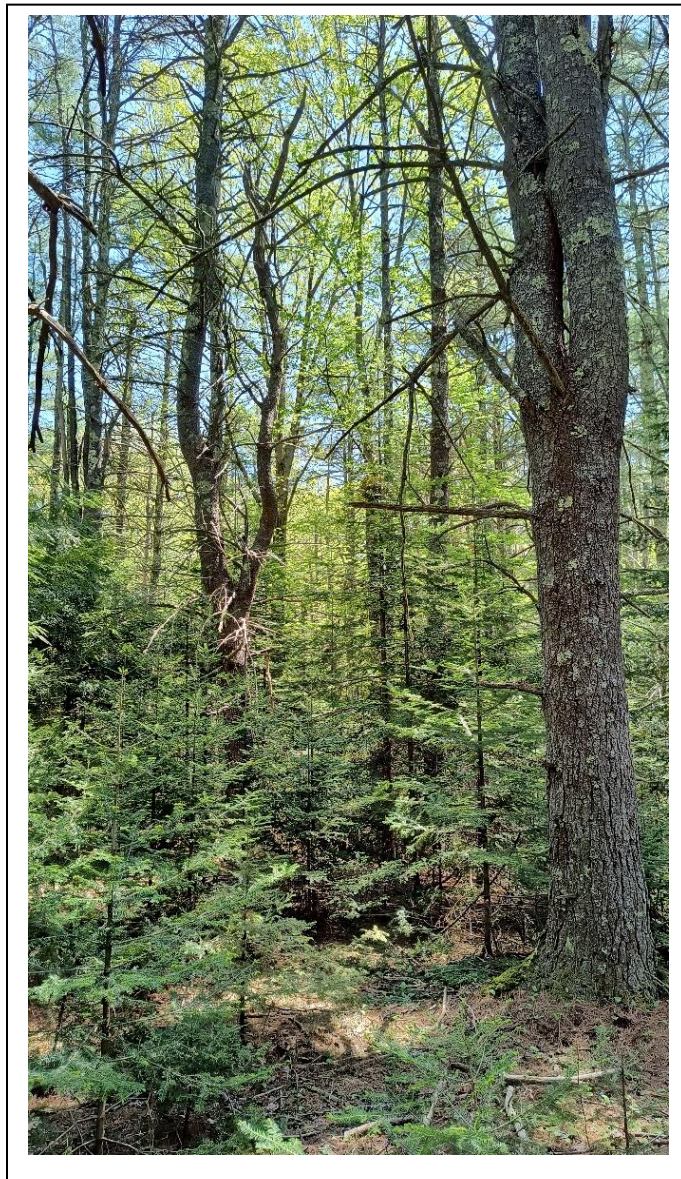
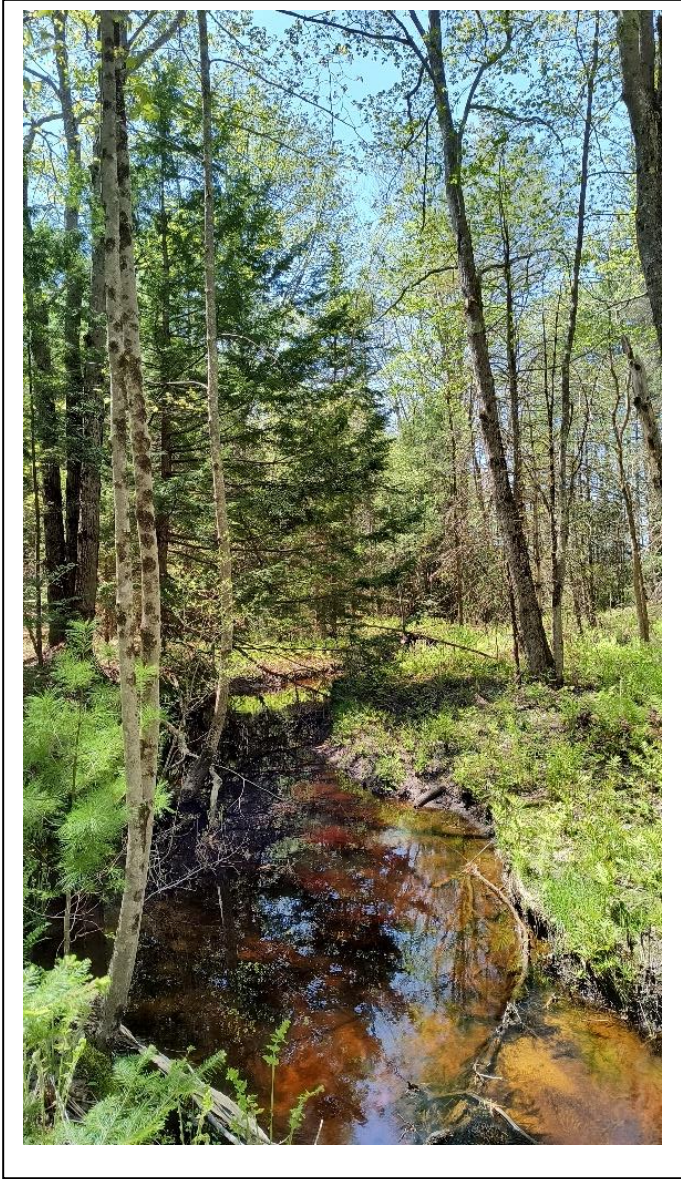
- Streams
- Wetlands
- Silver Brook Preserve
- SLT Preserves
- Saco Conserved Lands
- HOA Open Space
- Parcels

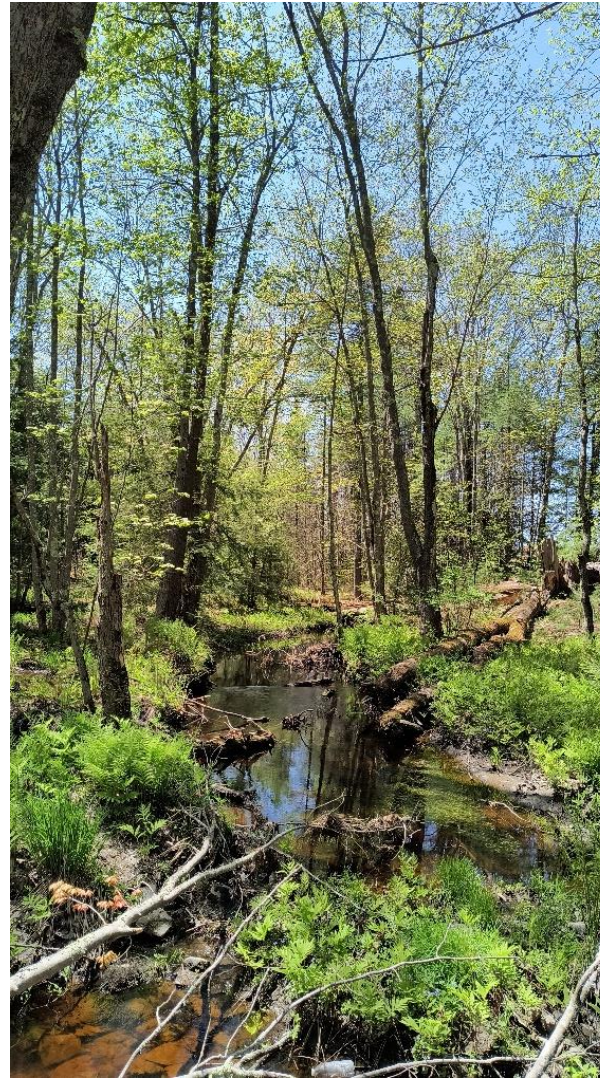


Pictures- Silver Brook Preserve











AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 20, 2023
HYBRID REGULAR MEETING – 7:00 P.M.

Order No. 23-140. Move approval of the first reading on the new requests for a Cannabis Establishment License from Michael Shannon, d/b/a Shannon’s Best Buds, located at 15 Holly Street #205B for a Medical Cannabis Products Manufacturing Facility and Christopher McNeil d/b/a Rose Smoke, LLC, located at 3 Commercial Road for a Medical Cannabis Products Manufacturing Facility and schedule a public hearing and second reading for Wednesday, January 3, 2024. *[Assistant Town Manager]*

Assistant Town Manager

Ought to Pass

Sponsor

Recommendation

12/20/2023 – Vote:

First Reading/Vote

01/03/2024

Public Hearing

01/03/2024 – Vote:

Second Reading/Final Approval/Vote

Scarborough Town Council Meeting

Council Meeting Date: December 20, 2023

ACTION ITEM: Order No. 23-140.
SUBJECT: First reading and schedule a public hearing and second reading on the new requests for a Cannabis Establishment License from Michael Shannon, d/b/a Shannon's Best Buds, located at 15 Holly Street #205B for a Medical Cannabis Products Manufacturing Facility and Christopher McNeil d/b/a Rose Smoke, LLC, located at 3 Commercial Road for a Medical Cannabis Products Manufacturing Facility and schedule a public hearing and second reading. <i>[Assistant Town Manager]</i>
PURPOSE: Approve a Medical Cannabis Products Manufacturing license for the establishments listed above.
BACKGROUND: Applications have been received and the facilities will be inspected prior to the public hearing and second reading.
FISCAL IMPACT: \$2,500 (+)
STATUS / PROCESS TO DATE: <ul style="list-style-type: none">• These applications are under review.• First reading before Town Council: December 20, 2023
PROPOSED ACTION: Recommend approval of first reading on Order No. 23-140 and schedule the public hearing and second reading for Wednesday, January 3, 2024.
ATTACHMENTS:

Scarborough School Board Building Steering Committee

- I. Purpose. The Building Committee advises and makes recommendations to the Scarborough Board of Education in an effort to address overcrowding and inadequate space in the K-8 grades. The Committee is authorized to recommend, create and supervise various subcommittees.
- II. Charge. The charge of the committee is to:
Advise and make recommendations to the Board of Education in an effort to address overcrowding and inadequate space at the primary (K-2) level of Scarborough Schools. In furtherance of this goal, the committee will seek to answer the following questions:
 1. What are we going to build?
 2. Where are we going to build it?
 3. Who is going to design it?
 4. Should there be restructuring of other grades in the District?
 5. Can we get wide scale district & community support?
- III. Composition. The committee shall be comprised of anyone who commits to the attendance expectations, serves on a subcommittee and turns in an application by X date. The Committee shall include the following representation:
 - Community members
 - 2 School Board Members
 - 2 Town Councilors
 - Superintendent
 - District administration
 - Teachers
- IV. Vacancies and Removal. Any vacancies shall be recommended by the Building Steering Committee and appointed by the Scarborough School Board. The Scarborough School Board may remove any committee member by vote of a majority of its members for misconduct or nonperformance.
- V. Attendance. Committee members are expected to attend all regularly scheduled committee meetings and should notify the Chair in advance if they cannot attend. Failure to attend 3 consecutive meetings or four (4) meetings within a twelve (12) month period may result in removal from the Committee. A member may indicate their intent to resign from the Committee by writing to the Chair or the Board.
- VI. Officers. Annually, the Committee shall elect a Chair, Vice Chair and a recording Secretary from its members.

The Chair shall be counted to determine a quorum. The Chair, Vice Chair and Secretary shall have the same rights as other members of the Committee, including the right to vote.

The Chair and Vice Chair shall be responsible for ensuring that meeting information is posted on the website within timeframes governed by School Board policy and any other things necessary to conduct a meeting. This includes ensuring that the meeting agenda is published on the website no later than three (3) days ahead of any meeting. This also includes ensuring that meeting minutes are published on the website no later than seven (7) days after any meeting. Agendas and minutes, including any attachments, are public documents which may be accessed by community members

Scarborough School Board Building Steering Committee

The Secretary shall be responsible for recording accurate minutes, recording meeting attendance and maintaining accurate contact information for Committee members.

- VII. Steering Committee. Annually, the Committee shall elect a Steering Committee of six (6) from its members. The Steering Committee shall include the following representation:
- Chair
 - Vice Chair
 - Community members, including a member carried over from the previous committee
 - Superintendent or their designee
 - Board member
 - Town Councilor

The Steering Committee shall be responsible for assembling an agenda, organizing meeting logistics, including scheduling physical and virtual meeting space and scheduling equipment.

- VIII. Quorum and Voting. A quorum shall exist whenever a majority of the voting Committee members are present at a duly called meeting. No votes shall be taken unless a quorum exists.

A voting member shall be community members, School Board members or Town Councilors and shall not include school administrators or teachers.

A motion shall be declared “carried” upon the affirmative vote of a majority of the members present, unless otherwise required by law or Board policy.

- IX. Meetings and Records. The committee chair will act in good faith to schedule meetings which can be attended by the full committee. The Committee Chair shall be responsible for providing agendas at least three (3) business days prior to the meeting and meeting minutes within one week (7 days) of the meeting. All committee meetings will be live streamed whenever possible.
- X. Public participation. Opportunity for public participation at committee meetings is not required but may be permitted at the discretion of the Chair and will meet the expectations for public participation as outlined in School Board policy BEDH.