

MINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – JUNE 5, 2024
HYBRID REGULAR MEETING – 7:00 P.M

Item 1. Call to Order. Chairman McGee called the regular meeting to order at 7:00 p.m.

Item 2. Pledge of Allegiance.

Item 3. Roll Call. Roll was called by Kristen Barth, Deputy Town Clerk. Thomas Hall, Town Manager and Liam Gallagher, Assistant Town Manager, were also present. Those Councilors present:

Vice Chair April V. Sither	Councilor Jean-Marie Caterina
Councilor Donald W. Cushing, Jr.	Councilor Donald R. Hamill
Councilor Karin B. Shupe	Councilor Jonathan E. Anderson
Chairman Nicholas S. McGee	

Item 4. General Public Comments. Chairman McGee provided an overview of the rules for public comment. The following public comments were made:

- Warren Knight of Smiling Hill Farm provide the Council a copy of the memorandum of agreement in support of the Gorham Connector that the Council signed in January 2022. He spoke in regards to his family’s history with Smiling Hill Farm, his opposition of the Gorham Connector, and the Maine Turnpike Authority violating paragraph 5 of the terms with its current proposed route.

Item 5. Minutes: May 15, 2024 - Town Council Meeting. Motion by Councilor Caterina, seconded by Councilor Sither, to move approval of the minutes from the May 15, 2024, regular Town Council meeting, as written.

Vote: 7 Yeas. Motion Passes.

Item 6. Adjustment to the Agenda. None at this time.

Item 7. Items to be signed: a. Treasurer’s Warrants. Treasurer’s Warrants were signed prior to the meeting.

Item 8. Town Manager Report. Thomas J. Hall, Town Manager, gave the following updates and answered Council questions:

- **Absentee Voting**
 - May 13 through June 6
 - Special Circumstance required on June 10
 - Council Chambers B
- **Harbor Master/MRO**
 - Daryen Granata hired -start date of June 10, 2024
- **Affordable Housing Grand Openings**
 - Village Commons - June 18 at 2:00 PM
 - Jocelyn Place - June 20 at 11:00 AM
- **Ecomaine Annual Meeting**

- June 20 at 11:00 AM at Thompson's Point
- Eco-Excellence Award- Piper Shores
- **Electricity Contract**
 - 48-month contract
 - Annual savings of \$94K - \$376K total savings
 - 100% Certified Green Renewable Energy
- **Upcoming Workshops**
 - June 26 - Short-Term Rentals and Executive Session on Collective Bargaining
 - June 27- School Building Committee
 - July 17 - November Ballot Questions
 - August 21 - Community Center Presentation
- **Arti Green's Retirement**
- **Life Flight Maine will be completing a training tomorrow, June 6 at Memorial Park**
- **Revaluation Update- Tax Assessor**
 - Nick Cloutier provided an update and presentation on the 2024 Revaluation then answered Council questions.

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

Order No 24-046, 7:00 p.m. Public hearing and action on the renewal requests for a Special Amusement Permit from the following businesses American Legion, Black Point Inn, Black Tie, Inc., Higgins Beach Inn, Nonesuch Brewing, Salty Bay, and Throttle Car Club. (Tabled from the May 15, 2024 Town Council Meeting) [Town Clerk] Kristen Barth, Deputy Town Clerk provided a brief overview of this order. Chairman McGee open the public hearing. As there were no public comments for or against this order, the hearing was closed at 8:00pm.

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval on the renewal requests for a Special Amusement Permit from the following businesses American Legion, Black Point Inn, Black Tie, Inc., Higgins Beach Inn, Nonesuch Brewing, Salty Bay, and Throttle Car Club.

Motion by Councilor Sither and seconded by Councilor Anderson, to divide the question to address Black Tie, Inc. separately.

Vote to Divide: 7 Yeas. Motion Passes.

Kevin McQuinn, owner of Black Tie, LLC/The Landing, spoke in regards to the venue and answered questions from the Council.

Motion by Councilor Sither and seconded by Councilor Catherina to move approval of Black Tie, Inc. on their request for Sunday through Saturday 8:00am to 12:00am exemption from the Good Neighbor Ordinance.

Vote: 7 Yeas. Motion Passes.

Chairman McGee allowed a member of the public to ask a question in regards to Nonesuch Brewing having events inside or outside. Chairman McGee review the application and answered the question.

Vote on main motion as divided:

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval on the renewal requests for a Special Amusement Permit from the following businesses American Legion, Black Point Inn, Higgins Beach Inn, Nonesuch Brewing, Salty Bay, and Throttle Car Club.

Vote: 7 Yeas. Motion Passes.

Order No 24-047, 7:00 p.m. Public hearing and action the request from Scarborough Beach State Park to permit a temporary event overflow parking lot at 395 Black Point Road for Scarborough Beach State Park seasonal use, pursuant to Chapter 602B - the Town of Scarborough Temporary Event Overflow Parking Ordinance. [Applicant/Planning Director] Autumn Speer, Planning Director provided an overview of this order and answered Council questions. The following public comments were made:

- Lisa Gilibreath of Peirce Atwood and represents the Prouts Neck Improvement Association referred to her letter that was in the Council packet and thank the Council and Town staff for the time put into this.
- Tom Connolly of Black Point Road, an abutter spoke in regards to not being a part of this process, Massacre Pond and in opposition of this request.

As there were no additional comments for or against this order, the public hearing was closed at 8:29pm.

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval on the request from Scarborough Beach State Park to permit a temporary event overflow parking lot at 395 Black Point Road for Scarborough Beach State Park seasonal use, pursuant to Chapter 602B - the Town of Scarborough Temporary Event Overflow Parking Ordinance.

Vote: 7 Yeas. Motion Passes.

Proclamation 24-004. Act on the request to designate the month of July as Park and Recreation Month. [Town Manager] Thomas Hall, Town Manager gave an overview of this order. Chairman McGee read the full proclamation.

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval on the request to designate the month of July as Park and Recreation Month, as follows:

Town of Scarborough

PROCLAMATION

Designation of July as Park and Recreation Month

WHEREAS parks and recreation is an integral part of communities throughout this country, including Scarborough, Maine; and

WHEREAS parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS parks and recreation encourages physical activities by providing space for popular sports, trails for hiking and biking, beaches for swimming, and many other activities designed to promote active lifestyles; and

WHEREAS parks and recreation is a leading provider of healthy meals, nutrition services and education; and

WHEREAS park and recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation is fundamental to the environmental well-being of our community; and

WHEREAS parks and recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS Scarborough recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE, BE IT RESOLVED BY the Scarborough Town Council that July is recognized as Park and Recreation Month in the Town of Scarborough.



IN WITNESS THEROF, I have hereunto set my hand and caused the Seal of the Town of Scarborough, Maine to be affixed this the ____ day of June 2024.

Town Council Chair

Vote: 7 Yeas. Motion Passes.

Chairman McGee called a recess at 8:39pm and called the meeting back to order at 8:46pm.

OLD BUSINESS:

Order No. 24-027. First reading and schedule a public hearing and second reading on the proposed amendments to Chapter 311: the Town of Scarborough Schedule of License, Permit and Application Fees regarding the proposed Annual Mooring Wait List Fee. (Tabled from the March 20, 2024, Town Council meeting.) [Town Staff] Daryen Granata of the Coastal Harbors Committee, gave a brief overview of this order and answered questions from the Council.

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval of the first reading on the proposed amendments to Chapter 311: the Town of Scarborough Schedule of License, Permit and Application Fees regarding the proposed Annual Mooring Wait List Fee and schedule a public hearing and second reading for Wednesday, June 26, 2024, as follows:

**Chapter 311 – the Town of Scarborough
Schedule of Fees Ordinance**

BE IT HEREBY ORDAINED, by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following changes to Chapter 311 – the Town of Scarborough Schedule of Fees Ordinance, be and hereby is amended, by adding the following new section (additions are underlined; deletions are struck through):

Chapter 1401 – Coastal Water and Harbor Fees [amended 02-20-13]	Fee
Annual Mooring & Pier Use Fees	
Recreational Pier Use - Resident and/or Taxpayer (amended 05/05/04; 12/20/17; 02/15/23)	\$250.00
Recreational Pier Use - Non-Resident (amended 05/05/04; amended 12/20/17; 02/15/23)	\$500.00
Commercial Pier User – Resident and/or Taxpayer (amended 12/20/17; 02/15/23)	\$450.00
Commercial Pier User – Non-Resident (amended 12/20/17; 02/15/23; 05/03/2023)	\$700.00
Recreational Mooring & Pier Use Fee – Resident and/or Taxpayer (amended 12/20/17; 02/15/23; 05/03/2023)	\$300.00
Recreational Mooring & Pier Use Fee – Non-Resident (amended 12/20/17; 02/15/23)	\$500.00
Commercial Mooring & Pier Use Fee – Resident and/or Taxpayer (amended 12/20/17; 02/15/23; 05/03/2023)	\$500.00
Commercial Mooring & Pier Use Fee – Non-Resident (amended 12/20/17; 02/15/23)	\$700.00
One Time Pier Use Fee Resident (adopted 02/15/23; amended 05/03/2023)	\$150.00
One Time Pier Use Fee Non-Resident (adopted 02/15/23)	\$350.00
<u>Mooring Wait List Annual Fee: Annual fee will be allied over the course of time on waiting list. Once the mooring is issued and what monies have been paid while on the wait list will be credited, not to exceed the annual mooring fee, for the first year only.</u>	<u>\$35.00</u>

Vote: 7 Yeas. Motion Passes.

Order No. 24-040. Second reading on the proposed changes to Chapter 1018 – the Town of Scarborough Cannabis Establishment Licensing Ordinance. (Tabled from the May 1, 2024 Town Council Meeting.) [Assistant Town Manager] Liam Gallagher, Assistant Town Manager provided a brief overview of this order and answered Council questions. The following public comments were made:

- Paula O'Brien of Pond View Drive spoke in regards to odor and provided the following written comments:

“When we got a notice from the town that there was to be a Cannabis operation near us at Commercial Road...We didn't have it much through...because we didn't really care what the business was INSIDE the building...as long as it didn't affect us and we had no reason to believe it would. When there was no smell, there was no problem.

Until June of 2023 when there was no mistaking the very strong odor of pot coming from somewhere...constantly!

And it wasn't a smell like someone was smoking it because it was different...it didn't just go away in 10-15 minutes like it does when someone just smokes it...it's worse more thick & pungent smell that lingered all day long for weeks even weekends! We kept thinking it would go away!

This constant strong skunky odor make it unenjoyable much of last summer to sit on our deck, work in our yard, watch our 3 yo granddaughter play outside, open our windows for fresh air or have BBQs with family and friends who wondered where this skunky smell was coming from.

The final straw was family birthday BBQ for both our elderly Mothers in August. So I called the town and was connected to Liam who was very helpful. I was sent a link to a form and told it was best to fill that out every time we detected odor in order to get anything don't about it. We did NOT fill out this form more than once a day nor did we fill it out every time we smelled it! Maybe we should have!

I've now been urged for the future to also email the town council and we will should the odor return! Fortunately there has been no odor in weeks...it's been nice...and I hope I'm wrong that the reason there's no odor is simply because these plants are not flowering or near harvest.

I've recently read in the ordinance that these places are not allowed within 1000 feet of any school so WHY is it allowed to be located 150' from my house and residential neighborhood?!

In our emails to the Council, it might surprise these business owners that we were actually empathetic to them. We weren't looking to put anyone out of business and said so. And we don't care who smokes it or takes gummies!

But then to witness the animosity, criticism and condescending, dismissive attitude of one of the business owners towards us was infuriating!

The owner of Coastal Remedies says his business has been there since June of 2022 and never had a complaint until August of 2023. Instead of deflecting his whole odor issues by placing blame and insults on those of us being forced to put up that constant skunk smell on our property; maybe he should ask himself why this is a problem/

Maybe it started smelling because it took a while to get his operations set up and plants going or his mitigation system isn't working right. Not once have I heard of any efforts from him to find out why! Just blame & insults aimed at us. Deflecting! What an absolute joke he wants to do something about the complainers.

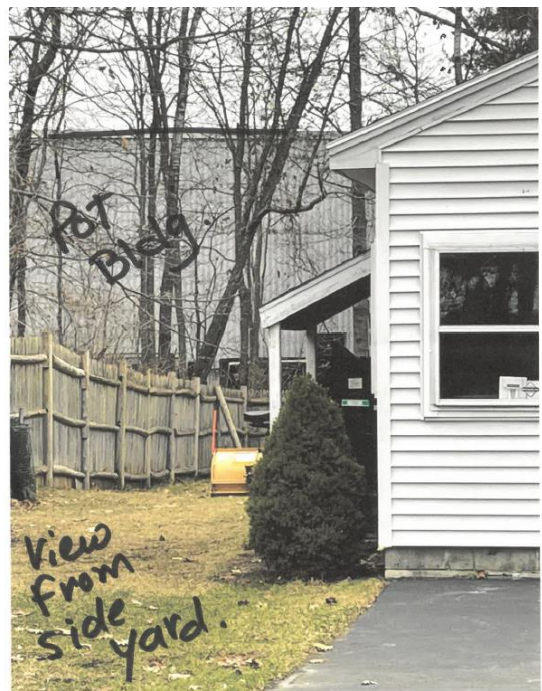
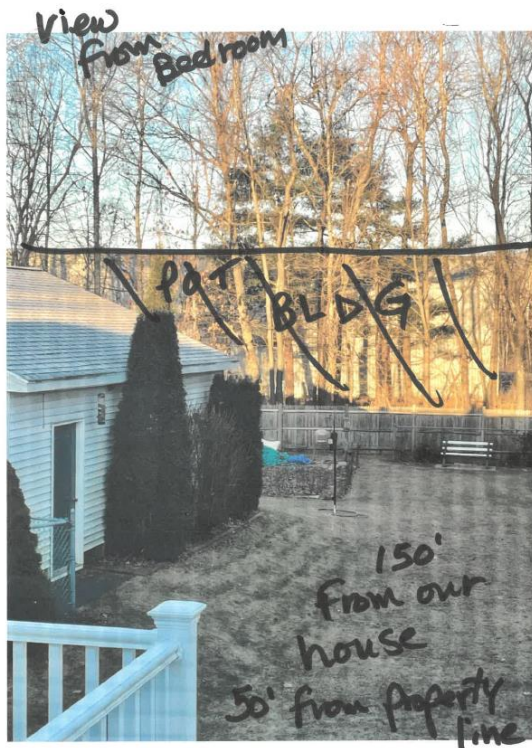
Again deflecting! We're not the ones breaking the ordinance!

At least some on Snow Road are making an effort!

As far as complaints not being verified....they've not been verified because no one was sent out, NOT because there's no smell.

Some of these speakers say its' stigma...I grew up in this town in the 70's. Pot was around long before some of these growers were even born!

We have lived in our home for almost 40 years...and as another speaker previously stated "RESIDENTS HAVE THE RIGHT TO ENJOY THE COMFORT AND HAPPINESS OF THEIR OWN HOMES" especially after 40 years!



- Timothy O'Brien of Pond View Drive spoke in regards to odor and provided the following written comments:

*"good evening, my name is Timothy O'Brien
20 Pond View Drive*

There's been quite a few people speaking at recent town council meetings, some quite passionately, about the use of cannabis, and about the rights to use it and the rights to be able to grow it.

Prior to the council meeting on 5/15 I believe, I wrote a letter to the town council. Because of commitments I have at this time of year in the evenings up until tonight, I haven't been able to speak in person.

I'm not going to read the whole letter but would like to make a few points from it very clear—

I do not use cannabis products. I'd be less than honest if I said I never tried it because I have. It just wasn't for me.

I do not have a stigma, nor a bias, towards anyone who uses, or who are in, the cannabis business.

To prove my point we received notices on two separate occasions, that permits were being applied for, for cannabis growing facilities in our area.

We never spent one minute looking into anything about it because we couldn't have cared less, and for the most part we still don't care that they're there. They don't make noise, there's no issue with extra traffic or speeding cars.

There are 2 growing facilities behind our property. #3 Commercial Rd, which our property abuts, and #4 Commercial Rd.

The problem lies with smell, odor, or scent that comes from one, or both of these businesses. No it isn't everyday. Yes some days its almost unnoticeable. But the days when it's at its worst are un-mistakable. There's been a couple of times when I've had to come inside. There'll be eye rolling and scoffs about that comment I'm sure but I could care less. It's the truth.

At the 5/1 council meeting there was a veteran that spoke. One of his points was how he uses cannabis for medicinal purposes. I can say on a very personal level that someone I am very close to used marijuana 40 years ago to combat severe migraines. I've seen it work. We have many friends over the years, as far back as high school that have smoked marijuana. In fact most still do, and depending on what their occupation was all these years they now use it for medicinal purposes, maybe as much or more than for recreation. We're still friends with them. For all of these reasons alone I would never advocate outlawing any form of cannabis.

The facts are clear—there is an ordinance in place stating an odor cannot go beyond the property lines of a business. If any of these businesses didn't know that going in, shame on them. The Town of Scarborough, and the Scarborough Town Council granted these businesses as permit to operate, under specific guidelines. In a very small way, the people who live on Pond View Drive, who were notified in advance as we were, by not showing any concerns or outwardly saying they didn't want any of these businesses in our area, also played a part in allowing these businesses to operate on Commercial Rd.

In closing, we're not pointing fingers or making accusations. We're not trying to put anyone out of business. We honestly hope they stay based on the good reasons I've already mentioned. But we didn't just buy a house next to the jetport last week and then start complaining about the

noise. Most of the speakers talk about what they're rights are. Well we have rights too, and that's to enjoy our yard just like we have for the past 38 years.

I have that original letter to the council with me if anybody would like to see it.

Thank you for your time and allowing me to speak."

- Chris McNeil owner of Coastal Remedies on Commercial Road spoke in regards to the timeline of his business, how the ordinance and moratorium are affecting his live savings, how to address unverified complaints, and how he is working to address odor.
- John Jenkins owner of a Cannabis business on Snow Canning Road spoke in regards to the challenges having landlord's involved when there are numerous businesses and how this should be tabled to give it more thought.

The following public comments were submitted via email:

"Date: Tue, Jun 4, 2024 at 9:01 AM

Subject: 6/5 Council Meeting Public Comment - Order No. 24-040

Good Morning Councilors,

Please accept this email as my public comment on the proposed changes to Chapter 1018 - Scarborough's Marijuana Establishment Licensing Ordinance. I am out on vacation this week and am unfortunately not able to be present at the upcoming Council meeting.

I would first ask that you vote to take no action to implement a new version of the odor enforcement ordinance. The existing ordinance has been in effect for less than a year and has not yet been given a chance to work.

However, it does seem that the Council has an appetite to implement the new proposed ordinance, so with that in mind, I offer the following comments:

I noted that the the amendment below was struck from the version of the ordinance that you will consider on Wednesday evening:

"A cannabis odor complaint shall be defined as a receiving four (4) or more written cannabis complaints, from a minimum of two (2) parties, one of which must be from a residence or business within 750 feet of the suspected licensed premises emitting the odor. The four (4) complaints must be reported within four (4) days of each other."

I am asking that you reinstate this amendment, or some other safeguard, to address the issue of repeated complaints being submitted within a short period of time from the same addresses. The odor complaint history confirms that repeated complaints are being submitted from a small number of residents in this manner.

Also, the word "verified" only appears once in the proposed ordinance language:

"After the fifth (5th) violation within the license period, the licensee(s) shall have their license referred to the Town Council for a suspension or revocation hearing within thirty (30) days of the complaint being verified."

Please consider adding the word "verified" as follows:

*"After the fifth (5th) **verified** violation within the license period, the licensee(s) shall have their license referred to the Town Council for a suspension or revocation hearing within thirty (30) days of the complaint being verified."*

I would also ask that you consider amending the first paragraph of the ordinance as follows:

*"Per Section 10(7), odor of cannabis by a Licensee shall not be detectable beyond the property boundary. Cannabis odor observation shall be undertaken to ~~arrive at a determination~~ **verify** that a cannabis odor exists beyond the property line. All cannabis odor observations made by the Town shall be made in writing. This Section only applies to Licensed Cannabis Establishments."*

Thank you for your consideration,

Jill

*Jill G. Cohen, Esq.
Cohen Law Maine PLLC"*

*"Date: Wed, Jun 5, 2024 at 3:25 PM
Subject: Concerns Regarding Proposed Odor Ordinance*

Dear Scarborough Town Council,

I hope this email finds you well. I'm writing to express my concerns about the proposed odor ordinance, particularly regarding its enforcement provisions and how they might impact my business, Up North Gardens.

As the owner of a licensed cannabis establishment, I've invested significant time and resources into ensuring that my business operates responsibly within the community. This includes diligent efforts in odor mitigation. Currently, as I sit in my establishment typing this email, there is no detectable odor of cannabis, and there have been no substantiated odor complaints or violations against my unit.

My main concern with the proposed ordinance is the inclusion of blanket violations. It's troubling to think that despite our proactive measures, my business could face penalties without concrete evidence or substantiated complaints. This approach feels unfair and unjust, and it puts my livelihood at risk.

Furthermore, the potential consequences of blanket violations are concerning. Not only could they harm my business and livelihood, but they also raise questions about fairness and due process. Enforcement measures should strike a balance between addressing legitimate concerns and protecting compliant businesses like mine.

In contrast, the current ordinance takes a more balanced approach, allowing for targeted enforcement based on credible complaints and evidence. While still new, it shows promise and needs time to work effectively. Rushing into sweeping measures like blanket violations could undermine our progress and create unnecessary hardships for compliant businesses.

I believe there's a better way forward – one that focuses on targeted, evidence-based enforcement rather than sweeping measures with unintended consequences. I'm committed to working collaboratively with you and other stakeholders to find solutions that address odor concerns while respecting the rights and livelihoods of business owners like myself.

Thank you for considering my concerns. I'm hopeful that together, we can find a path forward that's fair, reasonable, and ultimately beneficial for everyone involved.

*Sincerely,
Stephen Pachuta
Owner, Up North Gardens”*

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval of the second reading on the proposed changes to Chapter 1018 – the Town of Scarborough Cannabis Establishment Licensing Ordinance as follows:

Chapter 1018
Town of Scarborough
Marijuana Establishments Licensing Ordinance

BE IT HEREBY ORDAINED, by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the new Chapter 1018 – the Town of Scarborough Marijuana Establishments Licensing Ordinance of the Town of Scarborough, Maine is hereby amended as follows (additions are underlined; deletions are struck through):

Section 1. Purpose.

The purpose of this Ordinance is to regulate and license Cannabis Establishments as defined in this Ordinance and by the State of Maine under the Marijuana Legalization Act, 28-B M.R.S.A. Chapter 1, and the Maine Medical Use of Marijuana Act, 22 M.R.S.A. Chapter 558-C, as may be amended, in order to promote the health, safety, and general welfare of the residents of Scarborough. [Amended 08/16/2023]

Persons or entities wishing to establish a Cannabis Establishment within the Town of Scarborough shall first obtain a license from the Scarborough Town Council (hereinafter “the Town Council”) and shall be subject to the provisions of this Ordinance. [Amended 08/16/2023]

Section 2. Authority.

This Ordinance is adopted pursuant to the authority granted by 28-B M.R.S.A. §401 *et seq.*, as may be amended, and 22 M.R.S.A. §2421 *et seq.*, as may be amended.

Section 3. Definitions.

The following definitions shall apply to this Ordinance:

Adult use cannabis shall mean “adult use cannabis” as that term is defined in 28-B M.R.S.A. §102(1), as may be amended. [Amended 08/16/2023]

Adult Use Cannabis Cultivation Facility shall mean a “cultivation facility” as that term is defined in 28-B M.R.S.A. §102(13), as may be amended. [Amended 08/16/2023]

Adult use cannabis product shall mean “adult use cannabis product” as that term is defined in 28-B M.R.S.A. §102(2), as may be amended. [Amended 08/16/2023]

Adult Use Cannabis Products Manufacturing Facility shall mean a “products manufacturing facility” as that term is defined in 28-B M.R.S.A. §102(43), as may be amended. [Amended 08/16/2023]

Adult Use Cannabis Testing Facility shall mean a “testing facility” as that term is defined in 28-B M.R.S.A. §102(54), as may be amended. [Amended 08/16/2023]

Applicant shall mean a person that has submitted an application for licensure as a Cannabis Establishment pursuant to this Ordinance. [Amended 08/16/2023]

Cannabis Odor Panel shall mean the panel of municipal staff tasked with investigating odor complaints in sections 11; 3 and 11;4. The Odor Panel shall include three of the following positions;

Assistant Town Manager, a representative of the Fire Department, a representative of the Police Department, the Zoning Administrator, and a Code Enforcement Officer. [Adopted 08/16/2023]

Cultivate or *cultivation* shall mean the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of Cannabis for use or sale. It does not include manufacturing. [Amended 08/16/2023]

De Minimis changes shall mean minor changes to a submitted floor plan of less ~~than~~ -50%, improvements to odor mitigation plans, enhancements to security plans, or changes to ownership interest or officers of not greater than 50%. [Adopted 08/18/2021]

Licensed premises shall mean the premises, or facility, specified in an application for a State or Local License pursuant to this Ordinance that are owned or in possession of the Licensee and within which the Licensee is authorized to cultivate, manufacture, distribute, sell, or test adult use cannabis, adult use ~~cannabis products~~ cannabis products, medical cannabis or medical cannabis products in accordance with the provisions of this Ordinance and the requirements of State law and regulations. [Amended 08/16/2023]

Licensee shall mean a person licensed pursuant to this Ordinance.

Local License shall mean any license required by and issued under the provisions of this Ordinance.

Local Licensing Authority shall mean the Town Council, as further specified in the provisions of this Ordinance.

Manufacture or manufacturing shall mean the production, blending, infusing, compounding or other preparation of cannabis products, including, but not limited to, cannabis extraction or preparation by means of chemical synthesis. It does not include cultivation. [Amended 08/16/2023]

Cannabis shall mean “cannabis” as that term is defined in 28-B M.R.S.A. §102(27) as may be amended. [Amended 08/16/2023]

Cannabis concentrate shall mean the resin extracted from any part of a cannabis plant and every compound, manufacture, salt, derivative, mixture or preparation from such resin, including, but not limited to, hashish. In determining the weight of cannabis concentrate in a cannabis product, the weight of any other ingredient combined with cannabis to prepare a cannabis product may not be included. [Amended 08/16/2023]

Cannabis Establishment shall mean an Adult Use Cannabis Cultivation Facility, an Adult Use Cannabis Products Manufacturing Facility, an Adult Use Cannabis Testing Facility, a Medical Cannabis Dispensary, a Medical Cannabis Testing Facility, a Medical Cannabis Manufacturing Product Facility, and a Medical Cannabis Cultivation Facility. A Cannabis Establishment does not include an Adult Use Cannabis Store or a Medical Cannabis Caregiver Retail Store, which are not permitted in the Town of Scarborough. [Amended 08/16/2023]

Medical Cannabis shall mean the medical use of cannabis, with the term “medical use” as defined in 22 M.R.S. §2422(5), as amended. [Amended 08/16/2023]

Medical Cannabis caregiver shall mean a “caregiver” as that term is defined in 22 M.R.S.A. §2422(8-A), as may be amended. [Amended 08/16/2023]

Medical Cannabis Caregiver Retail Store shall mean “caregiver retail store” as that term is defined in 22 M.R.S.A. §2422(1-F) as may be amended.

Medical Cannabis cultivation area shall mean a “cultivation area” as that term is defined in 22 M.R.S.A. §2422(3), as may be amended. [Amended 08/16/2023]

Medical Cannabis Cultivation Facility shall mean a medical cannabis cultivation area used or occupied by one or more medical cannabis registered caregivers and a facility licensed under this ordinance to cultivate, prepare and package medical cannabis at a location that is not the residence of the Registered Caregiver or Qualifying Patient. [Amended 08/16/2023]

Medical Cannabis Dispensary shall mean a “registered dispensary” as that term is defined in 22 M.R.S.A. §2422(6), as may be amended. [Amended 08/16/2023]

Medical Cannabis product shall mean a “cannabis product” as that term is defined in 22 M.R.S.A. §2442(4-L), as may be amended. [Amended 08/16/2023]

Medical Cannabis Products Manufacturing Facility shall mean a “manufacturing facility” as that term is defined in 22 M.R.S.A. §2422(4-R), as may be amended. [Amended 08/16/2023]

Medical cannabis qualifying patient shall mean a “qualifying patient” as that term is defined in 22 M.R.S.A. §2422(9), as may be amended. [Amended 08/16/2023]

Medical cannabis registered caregiver shall mean a “registered caregiver” as that term is defined in 22 M.R.S.A. §2422(11), as may be amended. [Amended 08/16/2023]

Medical Cannabis Testing Facility shall mean a “cannabis testing facility” as that term is defined in 22 M.R.S.A. §2422(5-C), as may be amended. [Amended 08/16/2023]

Plant Canopy shall mean “Plant canopy” as that term is defined in 28-B M.R.S.A. §102(41), as may be amended.

Owner shall mean a person whose beneficial interest in a Cannabis Establishment is such that the person bears risk of loss other than as an insurer, has an opportunity to gain profit from the operation or sale of a Cannabis Establishment and/or has a controlling interest in a Cannabis Establishment. [Amended 08/16/2023]

Person shall mean a natural person, partnership, association, company, corporation, limited liability company or organization or a manager, agent, owner, director, servant, officer or employee thereof. “Person” does not include any governmental organization.

State License shall mean any license, registration or certification issued by the State Licensing Authority.

State Licensing Application shall mean the application form and supporting materials required by the State for the purpose of a person obtaining a State license, registration or certification for the cultivation, manufacture, distribution, testing and sale of adult use Cannabis, adult use Cannabis products, medical Cannabis and/or medical Cannabis products in this State. [Amended 08/16/2023]

State Licensing Authority shall mean the authority (or authorities) created by the State for the purpose of regulating and controlling the licensing of the cultivation, manufacture, distribution, testing and sale of adult use Cannabis, adult use Cannabis products, medical Cannabis and/or medical Cannabis products in this State. [Amended 08/16/2023]

Section 4. License Required.

No person may establish, operate or maintain a Cannabis Establishment without first obtaining a license from the Town Council.

Any grandfathered use pursuant to Section 10.5.A of this Licensing Ordinance shall obtain a license from Town Council within 6 months of the adoption of this Ordinance; however, the standards of Section 10.A.(2, 3, 4) are not applicable to licensing process of these grandfathered activities.

Section 5. License Application. [Amended 08/16/2023]

An application for a license must be made on a form provided by the Town. All applicants must be qualified according to the provisions of this Ordinance. Applicants shall provide sufficient information to demonstrate that they meet all qualifications and standards established in this Ordinance.

The application for a Cannabis Establishment license shall contain the following information:

A. Name of Applicant.

1. If the applicant is an individual: The individual shall state their legal name and any aliases and submit proof that they are at least twenty- one (21) years of age.
2. If the applicant is a partnership: The partnership shall state its complete name, and the names of all partners, whether the partnership is general or limited, submit a copy of the partnership agreement, if any, and submit proof that all partners are at least twenty-one (21) years of age.
3. If the applicant is a corporation: The corporation shall state its complete name, the date of its incorporation, evidence that the corporation is in good standing under State law, the names and capacity of all officers, directors and principal stockholders, the name of the registered corporate agent, the address of the registered office for service of process, and submit proof that all officers, directors and principal stockholders are at least twenty-one (21) years of age.
4. If the applicant is a limited liability company (LLC): The LLC shall state its complete name, the date of its establishment, evidence that the LLC is in good standing under State law, the names and capacity of all members, a copy of its operating agreement, if any, the address of its registered office for service of process, and submit proof that all members are at least twenty-one (21) years of age.
5. If the applicant intends to operate the Cannabis Establishment under a name other than that of the applicant, they must state the Cannabis Establishment's name and submit the required registration documents.

B. The applicant's mailing address and residential address.

C. Recent passport-style photograph(s) of the applicant(s)- or governmental issued photo identification

~~D. The applicant's driver's license.~~

- E. A sketch showing the configuration of the subject premises, including building footprint, plant canopy square footage calculations, interior layout with floor space to be occupied by the business, and parking plan. The sketch must be drawn to scale with marked dimensions.
- F. The location of the proposed Cannabis Establishment, including a legal description of the property, street address, and telephone number. The applicant must also demonstrate that the property meets the zoning requirements for the proposed use. [Amended 08/16/2023]
- G. If the applicant has had a previous license under this Ordinance or other similar Cannabis Establishment license applications in another town in Maine, in the Town of Scarborough, or in another state denied, suspended or revoked, they must list the name and location of the Cannabis Establishment for which the license was denied, suspended or revoked, as well as the date of the denial, suspension or revocation, and they must list whether the applicant has been a partner in a partnership or an officer, director, or principal stockholder of a corporation that is permitted/licensed under this Ordinance, whose license has previously been denied, suspended or revoked, listing the name and location of the Cannabis Establishment for which the permit was denied, suspended, or revoked as well as the date of denial, suspension or revocation. [Amended 08/16/2023]
- H. If the applicant holds any other permits/licenses under this Ordinance or other similar Cannabis Establishment license from another town, the Town of Scarborough, or state the applicant shall provide the names and locations of such other permitted/licensed businesses, including the current status of the license or permit and whether the license or permit has been revoked. [Amended 08/16/2023]
- I. The type of Cannabis Establishment for which the applicant is seeking a license and a general description of the business including hours of operation.
- J. Sufficient documentation demonstrating possession or entitlement to possession of the proposed licensed premises of the Cannabis Establishment pursuant to a lease, rental agreement, purchase and sale agreement or other arrangement for possession of the premises or by virtue of ownership of the premises.
- K. A copy of a Town Tax Map depicting the property lines of any public or preexisting private ~~school within~~ school within one thousand (1000) feet of the subject property. ~~For the~~ For the purposes of this Ordinance, "school" includes a public school, private school, or public preschool program all as defined in 20-A M.R.S.A. §~~1, or~~ 1, or any other educational facility that serves children from prekindergarten to grade 12, as well as any preschool or daycare facility licensed by the Maine Department of Health and Human Services.
- L. Evidence of all required state authorizations, including evidence of a caregiver registration in good standing, a conditional license pursuant to Title 28-B, food license, and any other required state authorizations.
- M. A copy of the security plan as required by Section 10(A)(6) of this Ordinance.
- N. A copy of the odor and ventilation mitigation plan as required by Section 10(A)(7) of this Ordinance.

- O. A copy of the operations plan, as required by Section 10(A)(8) of this Ordinance.
- P. Consent for the right to access the property as required by Section 10(B) of this Ordinance.
- Q. Evidence of insurance as required by Section 10(C)(1) of this Ordinance.
- R. Medical cannabis registered caregivers and other applicants submitting applications and supporting information that is confidential under 22 M.R.S.A. §2425-A(12), as may be amended, and the Maine Freedom of Access Act, 1 M.R.S.A. §402(3)(F), shall mark such information as confidential. [Amended 08/16/2023]

Section 6. Application and License Fees. [Amended 08/18/2021; 08/16/2023]

- A. Applicant Fee. An applicant must pay a \$350 application fee upon submission. Applicants are also responsible for the Town’s expenses associated with the review of an application, including the cost of any third-party review if necessary.
- B. License Fee. Local License fees are set forth below and shall be paid annually:
 - 1. Adult Use Cannabis Cultivation Facility:
 - (a) Tier 1: 0 to 500 SF of plant canopy: \$750.
 - (b) Tier 2: 501-2,000 SF of plant canopy: \$3,000.
 - (c) Tier 3: 2,001-7,000 SF of plant canopy: \$7,500.
 - (d) Tier 4: greater than 7,000SF of plant canopy: \$10,000
 - 2. Adult Use or Medical Cannabis Testing Facility: \$1,000
 - 3. Adult Use or Medical Cannabis Products Manufacturing Facility: \$2,500
 - 4. Medical Cannabis Cultivation Facility: \$750
- C. Application Change Fee: License holders seeking to make de minimum changes to an existing license: \$150. [Adopted 08/18/2021]

Section 7. Licensing Authority and Procedure. [Amended 08/18/2021]

- A. The initial application for a license shall be processed by the Town Clerk and reviewed and approved by the Town Council.
- B. Complete application. In the event that the Town Clerk determines that a submitted application is not complete, the Town Clerk shall notify the Applicant within ten (10) business days that the application is not complete and shall inform the Applicant of the additional information required to process the application.
- C. Public hearing.
 - 1. A public hearing by the Town Council on an application for a license shall be scheduled after receipt of a completed application. The Town Clerk shall publish public notice of

the hearing not less than ten (10) days prior to the hearing in a newspaper of general circulation in Cumberland County.

2. When an application is determined to be complete, the Town Clerk shall, at the applicant's expense, give written notification to all abutting property owners within five-hundred (500) feet of the parcel on which the proposed license is sought of the date, time, and place of the meeting at which the application will be considered. Notification shall be sent at least ten (10) days prior to the first meeting at which the complete application is to be reviewed. Failure ~~of any of any~~ property owner to receive the notification shall not necessitate another hearing or invalidate any action of the Board. For purposes of this section, the owners of the abutting properties shall be considered to be the parties listed by the tax assessor for the Town of Scarborough.
- D. A renewal application shall be subject to the same application and review standards as applied to the initial issuance of the license. Renewal applications from applicants in good standing, with no change, or de minimis, to the original application, may be approved by the Town Manager or their designee, so long as all other criteria and requirements as outlined in this Section and Section 10, have been met. The Town as part of the renewal process, shall consider compliance from prior years, and based upon that review, may recommend conditions to any future license to correct, abate, or limit past problems to forward to the Town Council for action. [Amended 08/18/2021]
- E. Responsibilities and review authority.
1. The Town Clerk shall be responsible for the initial investigation of the application to ensure compliance with the requirements of this Ordinance. The Town Clerk shall consult with other Town Departments and any appropriate State Licensing Authority as part of this investigation.
 2. No Local License shall be granted by the Town Council until the Police Chief, the Fire Chief, and the Code Enforcement Officer have all made the determination that the Applicant complies with this and all other local ordinance and state laws and provides a written recommendation to the Town Clerk. Where an agent of the Town determines that is necessary for the Town to consult with a third-party expert consultation to the applicant. Before doing so, however, the Town shall give reasonable notice to the applicant of its determination of need, including the basis for the determination; the third-party that the Town propose to engage; and then estimated fee for the third-party consultation. The applicant shall have the opportunity respond for up to (10) business days from receipt of the Town's notice before the Town engages the third-party. Whenever inspections of the premises used for or in connection with the operation of a licensed business are provided for or required by ordinance or State law, or are reasonably necessary to secure compliance with any ordinance provision or State law, it shall be the duty of the Applicant or licensee, or the person in charge of the premises to be inspected, to admit any officer, official, or employee of the Town authorized to make the inspection at any reasonable time that admission is requested.
 3. The Town Council shall have the authority to approve license and renewal applications, subject to the exception outlined in 7(D) above, and impose any conditions on a license that may be necessary to insure compliance with the requirements of this Chapter or to

address concerns about operations that may be resolved through the conditions. The failure to comply with such conditions shall be considered a violation of the license. [Amended 08/18/2021]

4. The Town Manager, or designee, with the endorsement of the Council Chair, shall have the authority to approve de minimis changes to an existing license subject to continued compliance with this Section and Section 10 below. [Adopted 08/18/2021]

Section 8. License Expiration and Renewal. [Amended 08/18/2021; 08/16/2023]

- A. A new license, when granted, shall be valid until August 31st, immediately following said granting of said license, except that new licenses granted during July and August shall be valid until August 31st of the following calendar year. [Amended 08/16/2023]
- B. Renewal applications must be submitted at least 45 days prior to the date of expiration of the annual Local License. An application for the renewal of an expired license shall be treated as a new license application.
- C. Licenses issued under this Ordinance are not transferable to a new owner. A transfer in ownership interest, change in the officers of an owner, of greater than 50% of the ownership interest or officer shall require a new license. Licenses are limited to the location for which they are issued and shall not be transferable to a different location. A Licensee who seeks to operate in a new location shall acquire a new Local License for that location. [Amended 08/18/2021]

Section 9. Denial, Suspension or Revocation of License.

- A. A Local License under this Ordinance shall be denied to the following persons:
 1. A person who fails to meet the requirements of this Ordinance. Where an Applicant is an entity rather than a natural person, all natural persons with an ownership interest shall meet these requirements.
 2. A person who has had a license for a Cannabis Establishment revoked by the Town or by the State. [Amended 08/16/2023]
 3. An Applicant who has not acquired all necessary State approvals and other required local approvals prior to the issuance of a Local License.
- B. The Town may suspend or revoke a license for any violation of this Chapter, Chapter 1000a, Chapter 405, or any other applicable building and life safety code requirements. The Town may suspend or revoke a license if the licensee has a State License for a Cannabis Establishment suspended or revoked by the State. The Licensee shall be entitled to notice and a hearing prior to any suspension or revocation, except where the reason for suspension or revocation could reasonably threaten health, safety, or welfare, as long as notice and a hearing is provided as soon as practicable. [Amended 08/16/2023]

Section 10. Performance Standards for License [amended 08/18/2021]

A. General.

1. All Cannabis Establishments shall comply with applicable state and local laws and regulations. [Amended 08/16/2023]

2. Cannabis Establishments shall only be located within the zoning districts permitted in the Scarborough Zoning Ordinance. [Amended 08/16/2023]
3. Cannabis Establishments may not be located on property within 1,000 feet of the property line of a preexisting school as required and defined in Section 5(K) of this Ordinance. [Amended 08/16/2023]
4. Required setbacks shall be measured as the most direct, level, shortest, without regard to the intervening structures or objects, straight-line distance between the school property line and the property line of the parcel of land on which the Cannabis Establishment is located. If the Cannabis Establishment is located within a commercial subdivision, the required setback shall be measured from the closest portion of a building that is used for the Cannabis Establishment to the property line of the school. Presence of a town, county, or other political subdivision boundary shall be irrelevant for purposes of calculating and applying the distance requirements of this Section. [Amended 08/16/2023]
5. Pursuant to 22 M.R.S.A. §2429-D(3), Caregiver Retail Stores, Medical Cannabis Dispensaries, Medical Cannabis Testing Facilities, Medical Cannabis Manufacturing Facilities and Medical Cannabis Cultivation Facilities that were operating with Town approval prior to December 13, 2018, are grandfathered in their current location and current use and shall be treated as legally non-conforming uses in accordance with Article III of the Scarborough Zoning Ordinance, provided, however, that said Cannabis Establishments shall apply for and obtain a license. If any non-conforming use of land ceases for any reason for a period of more than one year, any subsequent use of such land shall conform to the regulations specified by the Zoning Ordinance for the district in which such land is located. [Amended 08/16/2023]
6. Security measures at all Cannabis Establishment premises shall include, at a minimum, the following:
 - a. Security surveillance cameras installed and operating twenty-four (24) hours a day, seven (7) days a week, with thirty (30) day video storage, to monitor all entrances, along with the interior and exterior of the premises, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring at the premises; and
 - b. Door and window combination video and motion detector intrusion system and contact sensors with audible alarm and remotely accessible smart phone-monitoring, maintained in good working condition; and
 - c. A mounted and non-removable locking safe or locked room with a security door and contact alarm permanently affixed to the premises that is suitable for storage of all cannabis, cannabis products, and currency ~~cash~~ stored overnight on the licensed premises; and [Amended 08/16/2023]
 - d. Exterior lighting that illuminates the exterior walls of the licensed premises during dusk to dawn, that is either constantly on or activated by motion detectors, and complies with applicable provisions of the lighting performance standards in the Town of Scarborough Zoning Ordinance and the Good Neighbor Ordinance; and
 - e. Deadbolt locks on all exterior doors and any other exterior access points, excepting windows which shall have locks and bars or equipped with monitored glass-break sensors; and

f. Methods to ensure that no person under the age of twenty-one (21) shall have access to cannabis and cannabis products. [Amended 08/16/2023]

7. Odor and Ventilation. All Cannabis Establishments shall have odor mitigation systems to ensure that the smell of Cannabis shall not be detectable beyond the property boundary, subject to the enforcement process outlined in Section 11. A Cannabis Establishment, and property owner, are responsible for taking any and all measures necessary to ensure this standard is met. Cannabis Cultivation Facilities, or other Cannabis Establishments with increased probability to emit odors, will be subject to the following stipulations:

- a. Install an activated carbon, or equivalent, odor mitigation system with a minimum air exchange rate of fifteen (15) air changes per hour in the following areas:
 1. mature flower rooms
 2. cure rooms
 3. trim rooms and packaging rooms
 4. hallways adjacent to the mature floor rooms
 5. other areas with high odor potential

Alternative odor control technologies may be considered with documentation of efficacy.

- b. Replace activated Carbon Media or other filters used to mitigate odor in accordance with the manufacturer's specifications but not less than an annual basis. Carbon Media includes but is not limited to carbon filters, carbon canister filters and pre-filters.
- c. All odor mitigation equipment used by an applicant or License holder shall always be in operation unless (1) the interruption is caused by a power outage or power failure; (2) the interruption is caused by routine maintenance, as recommended by the manufacturer, or emergency maintenance, to the odor mitigation equipment; or (3) the Town, in writing, permits otherwise. In the event there is a power outage or power failure, the License shall do whatever is reasonably necessary (e.g., informing Central Maine Power of any power disruption) to ensure power is restored to its facility as soon as reasonably practicable. For any disruption due to maintenance, the License holder shall ensure the odor mitigation equipment is returned to service or replaced as soon as reasonably practicable.
- d. No exterior venting of cannabis odor unless the applicant or License holder: (1) notifies the Town; (2) provides evidence of the cannabis odor being properly treated before exhausted outside; and (3) Town approves of the exterior venting of the cannabis odor. The Town shall not deny an applicant or License holder from venting odor outside unless either fails to provide sufficient evidence that the odor will be properly treated before its exhausted outside, or the License holder has been fined more than once by the Town for an odor violation.
- e. No window air conditioning units or window fans are permitted.
- f. All windows must always remain closed.
- g. Maintenance Records for all odor mitigation equipment shall be maintained for a period of two (2) years from the date of maintenance. Maintenance Records means

records of purchases of replacement carbon filters or other odor mitigation equipment, performed maintenance tracking, documentation and notification of malfunctions or power outages, scheduled and performed training sessions, and monitoring of administrative controls. All Maintenance Records shall be made available for review, upon request from the Town.

- h. Submit an Odor Mitigation Plan at the initial application stage of seeking a License. A License holder shall not be required to re-submit an Odor Mitigation Plan upon renewing the License unless there have been changes to the facility floor plan or system design as described in the existing Odor Mitigation Plan. The Odor Mitigation Plan must, at a minimum, include the following information:

1. FACILITY ODOR EMISSIONS INFORMATION

- Facility floor plan. *This section should include a facility floor plan, with locations of odor-emitting activity(ies) and emissions specified. Relevant information may include, but is not limited to, the location of doors, windows, ventilation systems, and odor sources. If a facility has already provided the locations of specific odor-emitting activities and emissions in its business license application floor plan, it may instead reference the facility's business file number(s) and the relevant sections within such application where the floor plan is located.*
- System design. *The system design should describe the odor control technologies that are installed and operational at the facility (e.g., carbon filtration) and to which odor-emitting activities, sources, and locations they are applied (e.g., bud room exhaust).*
- Specific odor-emitting activity(ies). *This section should describe the odor-emitting activities or processes (e.g., cultivation) that take place at the facility, the source(s) (e.g., budding plants) of those odors, and the location(s) from which they are emitted (e.g., flowering room).*
- Phases (timing, length, etc.) of odor-emitting activities. *This section should describe the phases of the odor-emitting activities that take place at the facility (e.g., harvesting), with what frequency they take place (e.g., every two weeks on Tuesdays), and for how long they last (e.g., 48 hours).*
- Odor Mitigation Specification Template. *Form can be found on the Town's Cannabis Establishment License webpage.*

2. ADMINISTRATIVE CONTROLS

- Procedural Activities. *This section should describe activities such as building management responsibilities (e.g., isolating odor-emitting activities from other areas of the buildings through closing doors and windows).*
- Staff training procedures *This section should describe the organizational responsibility(ies) and the role/title(s) of the staff members who will be trained about odor control; the specific administrative and engineering activities that the training will encompass; and the frequency, duration, and format of the training (e.g., 60 minute in-person training of X staff, including the importance of closing doors and windows and ensuring exhaust and filtration systems are running as required).*

- Recordkeeping systems and forms *This section should include a description of the records that will be maintained (e.g., records of purchases of replacement carbon filter, performed maintenance tracking, documentation and notification of malfunctions, scheduled and performed training sessions, and monitoring of administrative controls). Any examples of facility recordkeeping forms should be included as appendices to the Plan.*
8. Cannabis Waste and Disposal. No cannabis, cannabis products, cannabis plants, or other cannabis waste may be stored outside, other than in secured, locked containers. Any wastewater shall be treated such that it will not create excessive odors, contamination, or pollution. [amended 08/16/2023]
 9. Signs. In addition to the sign regulations contained in Chapter 405, Zoning Ordinance, signage must comply with the requirements in 22 M.R.S.A. §2429-B and 28-B M.R.S.A. §702.

B. Right of Access /Inspection.

1. Every Cannabis Establishment shall allow the Scarborough Code Enforcement Officer (“CEO”), Fire Department, and Police Department to enter the premises at reasonable times for the purpose of checking compliance with all applicable State laws and this Ordinance.
2. All Cannabis Establishments shall agree to be inspected annually by the Scarborough Fire Department and have a Knox Box installed at the structure's exterior entrance for emergency access. Knox Boxes shall be obtained and installed in coordination with the Scarborough Fire Department.

C. Insurance and Indemnification.

1. Each Cannabis establishment shall procure and maintain commercial general liability coverage in the minimum amount of \$1,000,000 per occurrence for bodily injury, death, and property damage.
2. By accepting a license issued pursuant to this Ordinance, the licensee knowingly and voluntarily waives and releases the Town, its officers, elected officials, employees, attorneys, and agents from any liability for injuries, damages, or liabilities of any kind that result from any arrest or prosecution of any Cannabis Establishment owners, operators, employees, clients, or customers for a violation of local, State or federal laws, rules, or regulations.
3. By accepting a license issued pursuant to this Ordinance, the permittee/licensee agrees to indemnify, defend, and hold harmless the Town, its officers, elected officials, employees, attorneys, agents, and insurers against all liability, claims, and demands on account of any injury, loss or damage, including without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever arising out of or in any manner connected with the operation of a licensed Cannabis Establishment.

D. State Law

In the event the State of Maine adopts any additional or stricter law or regulation governing the sale, cultivation, manufacture, distribution, or testing of Cannabis or Cannabis products, the additional or stricter regulation shall control the establishment or operation of any Cannabis Establishment in Scarborough.

Compliance with all applicable State laws and regulation shall be deemed an additional requirement for issuance or denial of any license under this Ordinance, and noncompliance with State laws or regulations shall be grounds for revocation or suspension of any license issued hereunder.

Section 11. Odor Observation and Enforcement [Adopted 08/16/2023]

Per Section 10(7), odor of cannabis by a Licensee shall not be detectable beyond the property boundary. Cannabis odor observation shall be undertaken to arrive at a determination that a cannabis odor exists beyond the property line. All cannabis odor observations made by the Town shall be made in writing. This Section only applies to Licensed Cannabis Establishments.

- A. This section of the ordinance may be enforced by any Code Enforcement or Law Enforcement officer.
- B. No person shall interfere with, oppose, or resist any authorized person charged with the enforcement of this ordinance while such person is engaged in the performance of her/his duty.
- C. Violations of this ordinance shall be prosecuted in the same manner as other civil violations enforced under the provision in Section 12 of this Ordinance; provided, however, that for an initial violation of this ordinance, a written notice of violation may be given to the alleged violating owner of the licensed premises which specifies the time by which the condition shall be corrected. No complaint or further action shall be taken on the initial violation if the cause of the violation has been removed or the condition abated or fully corrected within the time period specified in the written notice of violation. If the cause of the violation is not abated or fully corrected within the time period specified in the written notice of violation, or if the licensee commits a subsequent violation of the same provision or provisions, of this ordinance specified in the written notice, then no further action is required prior to prosecution of the civil violation. If, due to a multi-tenant situation or other ~~thereasons~~, the alleged violating licensee cannot be identified -in order to serve the notice of intention to prosecute, the notice as required shall be deemed to be given upon mailing such notice by registered or certified mail to the ~~alleged violating licensee at her/his last known address or at the owner of the place~~ licensed premises where the violation occurred, and shall be posted in a conspicuous location at that premises, -in which event the specified time period for abating or appealing the violation shall commence at the date of the day following the mailing of such notice.

After the fifth (5th) violation within the license period, the licensee(s) shall have their license referred to the Town Council for a suspension or revocation hearing within thirty (30) days of the complaint being verified.

~~A cannabis odor complaint shall be defined as a receiving four (4) or more written cannabis complaints, from a minimum of two (2) parties, one of which must be from a residence or business within 750 feet of the suspected licensed premises emitting the odor. The four (4) complaints must be reported within four (4) days of each other.~~

- ~~1. Within forty eight (48) hours of receiving a cannabis odor complaint, as defined above, a Code Enforcement Officer shall investigate the complaint and notify the Licensee(s) and Landlord of the licensed premises that a cannabis odor complaint has been received. The Code Enforcement Officer's investigation shall include an initial inspection and, if odor is not detected, a second inspection of the abutting properties to investigate whether the cannabis odor is present. If odor is not detected at either of the two inspections, the complaint will be recorded as unconfirmed and Licensee(s) and Landlord will be notified of this finding. If cannabis odor is detected, the Licensee(s) and Landlord will be notified that the complaint has been verified and the CEO shall provide verbal notice of violation and instruct the Licensee or Landlord to comply with this Ordinance. The Licensee or Landlord will be required to notify the Code Enforcement Department, in writing, of corrective action taken to resolve the violation within ten business days of receiving the verbal notice of violation. Failure of the Licensee and/or Landlord to provide written notification of corrective action taken within 10 business days of the verbal notice will result in penalties assessed for each day thereafter until written notice of corrective action taken is received.~~
- ~~2. If a second cannabis odor complaint, as defined above, attributed to the same Licensee or Licensed Premises is received, the process outlined in one (1) above, will be followed.~~
- ~~3. If a third cannabis odor complaint, as defined above, attributable to the same Licensee or Licensed Premises is received, the Cannabis Odor Panel ("Odor Panel") will be convened to investigate the cannabis odor complaint. The Licensee (if known) and the Landlord must be notified of the date and time when the Odor Panel will meet, and be permitted to witness the Odor Panel's investigation. The Licensee and/or Landlord may send a representative to meet the Odor Panel on their behalf. The investigation of the complaint shall include an initial inspection and, if odor is not detected, a second inspection shall be conducted by a minimum of three (3) Odor Panel members within four (4) days of receiving the third complaint. If odor is not detected at either of the two inspections, the complaint will be recorded as unconfirmed and Licensee(s) and Landlord will be notified of this finding. If cannabis odor is detected at either inspection, the Licensee(s) and Landlord will be notified and subject to the following:
 - ~~a. Notify the Licensee of the third violation in writing;~~
 - ~~b. Assess a fine for the violation, and;~~
 - ~~c. Require the Licensee to submit a written report from a mechanical engineer or odor management specialist with recommendations for modification/improvement of the odor mitigation system within thirty(30) days of receipt of notice of violation, and;~~
 - ~~d. Require implementation of recommendations within sixty (60) days.~~
 - ~~e. Unless an extension to submit the report and/or notice of compliance is granted by the Code Enforcement Department, failure of the Licensee to meet the deadlines for steps c. or d. shall result in an immediate suspension of the Local License until the report or notice of compliance is submitted to the Code Enforcement Department.~~~~
- ~~4. If, after completing the process outlined in step three (3) above, a fourth complaint is received, the Cannabis Odor Panel will be convened to investigate the cannabis odor complaint. The Licensee (if known) and the Landlord must be notified of the date and time when the Odor Panel will meet, and be permitted to witness the Odor Panel's investigation. The Licensee~~

~~and/or Landlord may send a representative to meet the Odor Panel on their behalf. The investigation of the complaint shall include an initial inspection and, if odor is not detected, a second inspection shall be conducted by a minimum of three (3) Odor Panel members within four (4) days of receiving the third complaint. If odor is not detected at either of the two inspections, the complaint will be recorded as unconfirmed and Licensee(s) and Landlord will be notified of this finding. If cannabis odor is detected at either inspection, the Licensee(s) and Landlord will be notified and the applicable licenses will be subject to a revocation hearing by the Town Council within 30 days of the complaint being verified.~~

~~While a licensee or landlord is within the administrative enforcement process, which shall be defined as the period between being notified a complaint has been verified and the required follow up action or communication, complaints will continue to be verified by the CEO but they will not be subject to subsequent notices of violation or penalties.~~

~~All complaints and any related documentation associated with the investigation of the cannabis odor complaints shall be made available to the Licensee or Landlord, at no cost, within ten business days of the Town Council meeting to consider the Licensee's Local License or the Landlord's property.~~

~~In the event the Town Council suspends or revokes a Licensee's Local License, the Town Council shall give the Licensee, if permitted under State law, a reasonable period to remove all Cannabis from the Licensee's Licensed Premise. All odor mitigation equipment must remain in operation and in compliance with this Ordinance until the Cannabis is removed from the Licensed Premises. In the event the Town Council suspends and/or revokes the Licensee's Local License and the Licensee is operating as an Adult Use Cannabis Establishment, the Town shall notify the Office of Cannabis Policy of the suspension or revocation.~~

~~At any point the CEO or Odor Panel is unable to verify the odor complaints, the violation process reverts back to the previous completed step of the enforcement process as described herein. If a Landlord or Licensee has not received any verbal or written notice of violation under this Section for one year from the date of the last verbal or written notice of violation, the violation process reverts to the beginning of the violation process as described herein.~~

Section 12. Violations and Penalties.

This Ordinance shall be enforced by the Code Enforcement Officer or her/his designees, who may institute any and all actions to be brought in the name of the Town.

- A. Any violation of this Ordinance, including the operation of a Cannabis Establishment without a valid Local License ~~and failure~~ **and failure** to comply with any condition, shall be **enforced under the provisions in 30-A M.R.S. § 4452 and** subject to civil penalties in the minimum amount of \$100 and the maximum amount of \$2,500. Every day a violation exists constitutes a separate violation. Any such fine may be in addition to any suspension or revocation imposed in accordance with the provisions of this Ordinance. In any court action, the Town may seek injunctive relief in addition to penalties, and shall be entitled to recover its costs of enforcement, including its attorney's fees.
- B. In addition to any other remedies provided by this Ordinance, the Town may take all necessary steps to immediately shut down any Cannabis business and post the business and the space that it occupies against occupancy for the following violations: operating a Cannabis business without a Local License or State License; failure to allow entrance and inspection

to any Town official on official business after a reasonable request; and any other violation that the Town determines as the potential to threaten the health and/or safety of the public, including significant fire and life safety violations.

- C. The Town Manager shall inform members of the Town Council before instituting action in court, but need not obtain the consent of the Town Council, and the Town Manager may institute an action for injunctive relief without first informing members of the Town Council in circumstances where immediate relief is needed to prevent a serious public harm. In addition, the Town Manager may enter into administrative consent agreements in the name of the Town for the purposes of eliminating violations and recovering penalties without court action

Section 13. Appeals.

- A. Any appeal of a decision of the Town Council to issue, issue with conditions, deny, or revoke a license shall be to the Superior Court in accordance with the requirements of Rule 80B of the Maine Rules of Civil Procedure.
- B. Any order, requirement, decision, or determination made, or failure to act, in the enforcement of this ordinance by the CEO or Police Chief is appealable to the Zoning Board of Appeals.

Section 14. Severability.

The provisions of this Ordinance are severable, and if any provision shall be declared to be invalid or void, the remaining provisions shall not be affected and shall remain in full force and effect.

Section 15. Other Laws.

Except as otherwise specifically provided herein, this Ordinance incorporates the requirements and procedures set forth in the Maine Medical Use of Cannabis Act, 22 M.R.S.A. Chapter 558-C, as may be amended and the Cannabis Legalization Act, 28-B M.R.S.A. Chapter 1, as may be amended. In the event of a conflict between the provisions of this Chapter and the provisions of the above laws or any other applicable State or local law or regulation, the more restrictive provision shall control.

Vote: 7 Nays. Motion Fails.

NEW BUSINESS:

Order No. 24-048. First reading and schedule a second reading, to extend the Town-wide Moratorium on Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities, that the Town Council approved on February 7, 2024. [Assistant Town Manager] Liam Gallagher, Assistant Town Manager provided a brief overview of this order and answered questions from the Council. The following comments were made:

- Chris McNeil owner of Coastal Remedies on Commercial Road spoke in regards to how this moratorium is affecting his business.

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval of the first reading to extend the Town-wide Moratorium on Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities, that the Town Council approved on February 7, 2024 and schedule the second reading for Wednesday, June 26, 2024, as follows:

ON ADULT USE CANNABIS CULTIVATION FACILITIES AND MEDICAL CANNABIS CULTIVATION FACILITIES

WHEREAS, on February 7, 2024, the Town Council adopted a 180-day moratorium on the acceptance, processing, or acting upon any application for any approval, including but not limited to a building permit, certificate of occupancy, site plan review, conditional use, license or any other approval, relating to the establishment, operation, or expansion of a business or operation for a Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities (“the Moratorium”); and

WHEREAS, the Town Council is currently in the process of revising and developing appropriate land use regulations concerning Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities; and

WHEREAS, during the term of the Moratorium, the Town Council has continued to review and develop adequate regulations to prevent serious public harm from the development Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities in the Town;

WHEREAS, the Moratorium will expire on June 30, 2024;

WHEREAS, State law requires a moratorium to be of a definite term of not more than 180 days, which may be extended for additional 180 day periods, upon a finding that:

- A. The problem giving rise to the need for the moratorium still exists; and
- B. Reasonable progress is being made to alleviate the problem giving rise to the need for the moratorium;

WHEREAS, the Town Council finds that the problem giving rise to the need for the Moratorium still exists; and

WHEREAS, during the term of the Moratorium the Town Council has made reasonable progress to alleviate the problem giving rise to the need for the Moratorium, and has held numerous workshops and meetings with stakeholders, but requires an additional amount to develop regulations governing the location and operation of Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities; and

WHEREAS during the period of this extension of the Moratorium, the Town will continue to diligently work to develop and adopt appropriate land use regulations concerning Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities; and

NOW THEREFORE, pursuant to the authority granted to it by 30-A M.R.S. § 4356, be it hereby ordained by the Town Council of the Town of Scarborough, Maine, as follows:

The Moratorium on Adult Use Cannabis Cultivation Facilities and Medical Cannabis Cultivation Facilities adopted by the Town Council on February 7, 2024, is hereby extended for an additional 120 days until October 24, 2024, unless earlier extended, repealed or modified by the Town Council.

Vote: 6 Yeas and 1 Nay (Councilor Cushing). Motion Passes.

Motion by Councilor Sither and seconded by Councilor Anderson to extend the Town Council meeting past 10:00pm.

Vote: 6 Yeas and 1 Nay (Councilor Hamill). Motion Passes.

Order No. 24-049. First reading and schedule a second reading, to approve the expenditure, in an amount not to exceed, \$800,000 from the Land Acquisition Reserve Fund for the purpose of purchasing property located at 65 Hanson Road [Silver Brook Preserve II), identified by the Scarborough Tax Assessors Map R001/Lot 003, 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] Suzanne Foley-Ferguson of the Parks and Conservation Land Board, Jessica Sargent of the Parks and Conservation Land Board, Todd Souza, Community Services Director, and Andrew Mackie of Scarborough Land Trust provided a brief overview of this order and answered Councilor questions.

Motion by Councilor Caterina and seconded by Councilor Sither, to move approval of the first reading to approve the expenditure, in an amount not to exceed, \$800,000 from the Land Acquisition Reserve Fund for the purpose of purchasing property located at 65 Hanson Road [Silver Brook Preserve II), identified by the Scarborough Tax Assessors Map R001/Lot 003, 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 and schedule the second reading for Wednesday, June 26, 2024.

Vote: 6 Yeas and 1 Nay (Councilor Hamill). Motion Passes.

Item 9. Non-Action Item. None at this time.

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

- Councilor Anderson spoke in regards to the topics of the upcoming Finance Committee meeting and the Transportation Committee, and Peter Freilinger as a liaison from the Long Range Planning Committee to the Transportation Committee.
- Councilor Sither spoke in regards to Village Commons opening, the Vulnerability Study, and the Communications Committee.
- Councilor Caterina spoke in regards to the upcoming Ordinance Committee on Cannabis facilities and the importance of voting.
- Councilor Hamill spoke in regards to the next Shellfish Committee and the next Rules and Policy meeting.

Item 11. Council Member Comments. None at this time.

Item 12. Adjournment. Motion by Councilor Caterina, seconded by Councilor Sither, to move approval to adjourn the regular meeting of the Scarborough Town Council.

Vote: 7 Yeas

Meeting adjourned at 9:54p.m.

Respectfully Submitted,

Kristen Barth
Deputy Town Clerk