

# Town of Scarborough Sustainability Committee

October 23, 2024 | 8:00 – 9:30 a.m. | Scarborough Town Hall and via Zoom

## *Meeting Minutes*

Attendance – in person

Committee: Ron Allen, Lydia Jopp, Patrice Kastenzholz, David Kirstein, Deb McDonough, Rick Meinking

Town Council: April Sither

Staff: Jami Fitch, Autumn Speer

Public: Paul Lyon, resident

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

<https://www.youtube.com/watch?v=jOHWRJad-GA&t=1s>

### **Call to Order**

1. The meeting was called to order at 8:01 am.
2. Patrice motions to approve the minutes, David seconds. 4 in favor, 1 abstain, motion passed

### **Public Comment**

1. None.

### **Old Business**

1. EV Charging Ordinance
  - The Committee reviews options for definitions of EV-ready:
    - o EVCS-ready means parking spaces with necessary conduit installed and the main electrical switchgear be installed with sufficient space to accommodate future capacity to install required EVCS.
    - o EVCS-ready means parking spaces with necessary conduit installed and the electrical panels and equipment where EV charger circuits are to originate be installed with sufficient space to accommodate future capacity to install required EVCS.
    - o EVCS-ready means the parking spaces where the EV charger circuits will originate. They will have the necessary conduit installed along with electric panels and necessary equipment to accommodate future electric vehicle charging systems.
  - Autumn suggests separate EV-ready definitions – one for residential requirements and one for public charging requirements.
    - o Residential definition should speak to amperage coming into the home.
    - o Public charging definition: EVCS-ready means parking spaces with necessary conduit installed and electrical panels where EV charger circuits are to originate have sufficient space to accommodate future capacity to install required EVCS.
  - Autumn also suggests updating the Zoning Ordinance to include Level 3 chargers as a use in certain areas.

## **Engineering & Technical Services**

- Guest, Paul Lyon, has experience working with EV charging companies. He suggests the developers be required to designate an area for future Level 3 charger installation. In his experience, the charging companies will do their own design, order their own electrical service, provide their own equipment, etc.
  - The Committee is open to removing Level 3 charging requirements from the ordinance. Deb suggests reaching out to EV charging vendors to learn more about their installation needs. There may be things developers can do during the site layout and design process that will help streamline future installation of Level 3 chargers. Rick also notes he'd like to know what charging vendors look for when they select sites for charging facilities.
  - Lydia has a friend who works for a charging company. She will connect Jami with the person so he can be invited to attend a future meeting.
  - Autumn suggests updating the ordinance to streamline the approval process to install Level 3 chargers in existing parking areas.
  - The Committee discussed dedicated EV charging parking lots. Autumn notes that Scarborough's ordinance doesn't currently allow parking lots as a stand-alone use. The Committee would like the ordinance be updated to include a use for an EV charging lot. Incentives (e.g., possibly waiving site plan fees) may be able to be incorporated into the language.
  - Autumn also suggests reaching out to Karen Martin at SEDCO to see if there is any economic development outreach that can be done to attract charging companies to Scarborough.
  - Jami shares that representatives from The Downs were asked to provide staff with ordinance language that reflects the modifications they are requesting. The language has not been provided yet.
  - Autumn also shares that the CPD District (the zone in which The Downs is located) may be updated to have different EV charging requirements than other zones in town.
  - **ACTIONS:**
    - o **Update EVCS Ready definitions; include separate definitions for residential and public charging**
    - o **Remove Level 3 requirements from the ordinance**
    - o **Propose language to allow EV charging lots as a stand-alone use**
    - o **Reach out to charging companies to learn more about what they look for when selecting charging locations**
2. Sustainable Scarborough Day
- Jami thanks the Committee members who were able to attend the event this year.
  - Attendance was on par with last year's event. It may have seemed lighter at some points in the day, but the EV area drew a lot more interest this year because it was closer to the main event.
  - A couple vendors dropped out at the last minute, but there were still more vendors at this year's event.
  - Music and food trucks both got rave reviews.
  - Workshops were not well attended, and Jami suggests the event not include workshops in the future.
  - The Scarborough Garden Club's multiple raffles throughout the day worked very well to get people at their booth throughout the day.
  - Rick shares that he recently met with a vendor who participated in the event, and the vendor reported that Sustainable Scarborough Day generated six new appointments for his company. It was the best show he's done.
  - April suggests asking vendors for feedback about their experience. Jami notes that a vendor survey went out a couple days following the event and notes that the survey could be sent a little later after the event so vendors have a more time to see residual benefits.

- Rick suggests the event encourage rolling demonstrations instead of workshops.
- It would be great to better connect Sustainable Scarborough Day with the Farmers' Market.
- Deb would like to find ways to engage the school system. She suggests working with environmental science teachers or developing a scavenger hunt for students. Jami encourages the Committee to take on tasks to better incorporate schools.
- The Committee would like to see a swap table at the event. Lydia and Patrice will work on that for the next event.
- The Committee would like to have a swap shop in Scarborough. They'd also like to see a town-wide bulky waste event similar to those done in Cumberland and Falmouth.

## **New Business**

### **1. Climate Action Plan**

- The Committee was asked to begin thinking about Scarborough's upcoming climate action planning process and to look at other communities' plans for ideas.
- Jami is working on proposal for a Community Action Grant to fund the plan. The proposal is due in December.
- Scarborough's plan will incorporate a greenhouse gas inventory and set goals for reduction.
- Rick notes that the Committee should consider recommending Scarborough adopt the energy stretch code. Maine municipalities will be required to adopt the updated Unified Building and Energy Code in 2025.
- Jami notes that the Council will need to see the cost comparison between the standard code and the stretch code, because affordable housing is a priority and few are in favor of adding requirements that increase construction costs.
- Lydia shares highlighting Scarborough's changing demographics will be important to include in the plan. A discussion of increased in flooding will also be important to include in the plan.
- Autumn asks about the timing of the plan. Jami shares that the grant is due in December. If awarded, the funds will be available in the spring, and the Town will put out an RFP to hire a consultant to assist with the plan.
- Deb suggests including case studies of retrofits and other actions that residents and businesses can take to reduce emissions. Rick knows someone who recently converted to solar and heat pumps who may be willing to share their story.
- The Committee would like to review the proposal at their next meeting. Jami will provide a draft scope of work.

## **Updates**

### **1. Town Council**

- Early voting is underway at the Public Safety Building during the week: Monday – Thursday, 7:00 am – 5:00 pm until 10/31 and on Saturday, 10/26, from 8:00 am – noon. Polls will be open at Scarborough High School on 11/5 from 7:00 am – 8:00 pm. Absentee ballots can also be requested until 10/31.
- Three new councilors will join the Town Council.
- A Councilor Corner Live on "Prioritizing the Priorities" is scheduled for Wednesday, 10/30, at 6:00 pm.
- April suggests the Committee think about a goal the Town Council may be able to incorporate into their 2025 goal setting process.

### **2. Planning Board**

- Planning Board agendas continue to be light.

- The FedEx project continues to generate a lot of public comment. Abutters are concerned about traffic, noise, lighting, and impact on private wells.
  - The Downs is requesting an amendment to their master plan to accommodate the development of the down town district.
3. Conservation Commission
- Conservation Commission continues to work on a scaled back version of their proposed environmental standards. The revised version focuses on protections around wetlands to minimize impacts during construction and provide some water quality protection.
  - The proposed protections include a 25-foot setback from all wetlands, with the first 15-feet being maintained as a vegetative buffer. This compromise came out of a roundtable meeting with Commissioners, engineers, and staff.
  - The wetlands protections were reviewed by the Ordinance Committee at their September meeting, and there strong opposition to the ordinance from the development community.
  - First reading before the Town Council is scheduled on 11/6.
  - The Committee would like to provide a memo in support of the proposed ordinance. Lydia suggests submitting the letter in support of the ordinance to *The Leader*.
  - **ACTION: JAMI will provide the ordinance language to the Committee and provide a draft memo for the Committee to review at their next meeting.**
  - Conservation Commission will work on developing a tree protection ordinance next.
4. Transportation Committee
- Transportation Committee is wrapping up the Townwide Transportation Assessment. The document is tentatively scheduled to be presented to the Town Council at a workshop in December.
  - The Committee is recommending improving sidewalk connectivity as a 2025 Town Council goal.
5. Open Space Plan
- The draft plan is scheduled to be available in December. The public will have an opportunity review the plan and provide feedback.
  - The project will wrap up in early 2025.
6. Vulnerability Assessment
- The Town's consultants are completing fieldwork with the Scarborough Sanitary District looking at pump stations. Pump stations tend to be some of the most vulnerable pieces of infrastructure because they're in low-lying areas.
  - The working group will work with the consultant over the next several months to select 3-5 pilot projects to receive additional engineering designs.
  - The draft assessment should be available in the late spring 2025, and the project will wrap up in summer 2025.
  - Deb shares that she recently read about a "re-marshing" project in England.  
*Post-meeting note: [This article](#) is about "Stage 0" river restoration, which including filling a man-made river channel and reestablishing the wetland that was once part of the system.*

Meeting adjourned at 9:40 am.

Next Meeting: December 4, 2024 at 8:00 am.

**Future Projects List:**

- Coordination with Scarborough Public Schools

- Community solar / municipal solar array
- Municipal building energy audits
- Residential energy efficiency grants
- Electric school buses
- Recycling information for homeowners when houses change hands
- Composting
- Tree preservation ordinance
- Swap shop
- Energy stretch code