

Town of Scarborough Sustainability Committee

December 4, 2024 | 8:00 – 9:30 a.m. | Scarborough Town Hall and via Zoom

Meeting Minutes

Attendance – in person

Committee: Anton Bodor, Lydia Jopp, David Kirstein, Deb McDonough, Rick Meinking

Town Council: April Sither

Staff: Jami Fitch, Helen Harman, Autumn Speer

Public: Celina Daniel & Dan Bacon, M&R Holdings; David Kunhardt, resident; Paul Lyons, resident

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

<https://www.youtube.com/watch?v=jE5rV7ja6uQ&t=24s>

Call to Order

1. The meeting was called to order at 8:01 am.
2. Anton motions to approve the minutes, David seconds. Vote is unanimous.

Public Comment

1. David Kunhardt asks for information on the municipal solar farm. He notes that Piper Shores plans to hire a Sustainability Coordinator in 2025. He also would like to see the Town pass a resolution in support of the federal carbon fee and dividend legislation.

Old Business

1. EV Charging Ordinance
 - Autumn walks through changes to the EV charging ordinance.
 - o Tables showing require parking and EV charging have been combined into one. Installation requirements for Level 3 chargers have been removed.
 - o Definitions of EVCS have been updated. The Committee would like separate definitions for residential EVCS-ready and non-residential EVCS-ready.
 - o The Committee recommends reducing the maximum parking lot buildout for the following commercial land uses as follows:
 - Retail sales and service <25,000 sq. ft.: 10% of the parking lot (5% EVS-ready, 5% EVCS-capable).
 - Retail sales and service ≥25,000 sq. ft.: 10% of the parking lot. (1% be EVCS-installed, 4% EVCS-ready, 5% be EVCS-installed).
 - Business services: 15% of the parking lot (5% EVCS-ready, 10% EVCS-capable)
 - Restaurants without drive thru: 15% of parking lot (5% EVCS-ready, 10% EVCS-capable)
 - Restaurant with drive-thru: 10% of parking lot (5% EVCS-ready, 5% EVCS-capable)

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- All other uses: remain as currently written – 25% of parking lot (5% EVCS-ready, 20% EVCS-capable)
 - The number of installed spaces must be rounded up to an even number.
 - Committee supports the proposed shared parking option as long as structures associated and EVCS spaces are within 300 feet of each other.
 - The Committee doesn't support EVCS parking spaces being sized for compact cars.
 - The Committee supports allowing developers the option to substitute four Level 2 chargers with one Level 3 charger.
 - The Committee supports updating the fee in lieu language to allow collected fees to support efficiency projects in addition to EV charging infrastructure.
 - Deb shared that the spirit of the ordinance should be to provide some charging for employees and future expansion for customers to charge, when the market demands it.
 - April notes that the Committee's summary of the spirit of the ordinance will be important for when the revision goes to the Ordinance Committee.
 - **ACTIONS:**
 - **AUTUMN will incorporate the discussed changes and provide the updated draft to the Committee.**
 - **COMMITTEE MEMBERS will review and provide their comments back to Autumn by the date she specifies.**
2. Climate Action Plan
- The Committee was provided with an outline of the scope of work for the climate action plan grant proposal (attached). The Town will apply for a \$75,000 Community Action Grant to support the development of the plan.
 - The planning process is estimated to take 18-24 months.
 - The Committee supports the proposal outline.

New Business

1. Wetland Protections
- The Committee reviews a draft memo in support of the proposed wetland setbacks ordinance (attached).
 - *Deb motions to approve the memo. Rick seconds. Vote is unanimous. Motion passes.*
 - **ACTION: COMMITTEE MEMBERS will email the Council (towncouncil@scarboroughmaine.org) to express their support for the ordinance.**

Updates

1. Town Council
- Town Council committee assignments will be decided at the 12/4 meeting.
2. Planning Board
- A new hotel is proposed on Payne Road, a subdivision is proposed on Scottow Hill, and an Aroma Joes is proposed on Bridges Drive across from Costco.
 - Public hearings for mobile food vendors and the wetlands setbacks are scheduled.
3. Conservation Commission
- Conservation Commission is focused on the wetlands setback ordinance. Their next topic will be proposing a tree protection ordinance.
4. Transportation Committee
- The Town's draft [Transportation Study](#) is available for public comment.
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 Vulnerability Assessment Working Group is in the process of selecting pilot project locations. More in-depth adaptation strategies will be developed for these project locations.
 - An interactive StoryMap showing current and future flood vulnerabilities will be available in early 2025. As the project progresses, the StoryMap will also include general adaptation strategies for areas and infrastructure in Scarborough.

Meeting adjourned at 9:29 am.

Next Meeting: January 22, 2025 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

Scarborough Climate Action Plan (CAP) Scope of Work | *Draft Outline*

Anticipated timeline: May 2025 – December 2026

Task 1: Baseline Assessment, Goal Setting, and Community Engagement Plan

- Baseline Assessment:
 - Complete greenhouse gas (GHG) inventory for all sectors in Scarborough (governmental, commercial, residential, transportation, etc.)
 - Review existing plans, ordinances, policies, and resources that have direct climate or sustainability value and identify gaps (e.g., 2017 Energy and Sustainability Plan, 2021 Comprehensive Plan, 2025 Vulnerability Assessment, 2025 Open Space Plan, 2025 Transportation Plan, etc.)
- Goal Setting: Work with staff and the Sustainability Committee to propose emissions goals. Use 2024 *Maine Won't Wait* CAP as a starting point.
- Community Engagement Plan:
 - Develop an inclusive community engagement plan that seeks to involve all members of the community.
 - Prioritize leveraging existing efforts and organizations.
 - Develop a consistent brand for Scarborough's sustainability programs.

Task 2: Action Identification

- Research best, innovative and emerging practices other communities are taking to address GHGs identified in Scarborough's GHG inventory.
- Analyze GHG emissions reduction potential, adaptation, and other co-benefits of potential climate actions for Scarborough.
- Meet with staff and the Sustainability Committee to discuss the potential list of climate actions and identify additional actions.
- Coordinate and facilitate an interactive community workshop or series of workshops to discuss potential climate mitigation and adaptation actions and identify new actions.
- Develop online engagement tool to ensure stakeholders have a convenient way to engage with the development of the Plan.
- Based on ideas generated and feedback received, refine the list of potential climate mitigation and adaptation strategies. This list will then be used as the foundation for Task 3: Action Prioritization.

Task 3: Action Prioritization

- Identify costs, benefits, barriers, implementation timeline, etc. for list of potential climate actions.

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- Develop and implement a process and framework for evaluating and refining the actions list.
- Meet with the Sustainability Committee to prioritize actions.
- Meet with staff to review the action prioritization process and finalize the list of actions for inclusion in the plan.
- Provide an opportunity for the Scarborough community to provide feedback on the prioritized list of actions.
- Compile all input received and create a master list of all prioritized actions.

Task 4: Implementation Plan Development

- Identify all components of the implementation plan, including steps, costs to implement, responsible parties, key partners, financial resources needed, and equity considerations.
- Identify major co-benefits associated with prioritized actions.
- Create draft implementation plan for all the prioritized actions. Share draft with Sustainability Committee and Town staff for feedback.
- Based on feedback, revise implementation blueprints for all prioritized actions.
- Develop an online tool to monitor and evaluate progress towards goals, while also allowing for ongoing community engagement across sectors.

Task 5: Final Plan Development

- Compile and analyze data from all tasks of the project.
- Draft a plan that is accessible and useful to the public, well-organized, visually appealing, user-friendly, and aligns with other Town plans. The plan will include the following elements:
 - Scarborough’s climate challenges and opportunities.
 - Key data from Scarborough’s GHG inventory.
 - Description of the planning process.
 - Description of Scarborough’s goals and vision for addressing climate change.
 - Vulnerabilities and priorities outlined in the 2025 Vulnerability Assessment.
 - GHG emissions reduction potential.
 - Priority climate solutions, including emissions reductions and vulnerability adaptation strategies.
 - Clear actions with implementation details and metrics to measure progress.
 - Community engagement strategies for plan implementation.
- Share draft plan with staff and the Sustainability Committee for review and comment.
- Provide an opportunity for the public to review the draft plan online and provide comment.

- Finalize the plan based on feedback.
- Present the plan to the Town Council for final review and approval.

MEMO

To: Town Council
From: Sustainability Committee
Date: December 4, 2024
Re: Wetland Protections

Please accept this memo in support of the proposed modifications to the Town's Zoning, Subdivision, and Site Plan Ordinances to require vegetated buffers and setbacks around wetlands.

Wetlands are essential landscape features that provide important wildlife habitat, control flooding, recharge groundwater, and reduce water pollution. They also play a vital role in Earth's carbon cycle by collecting and storing a large amount of carbon. (The image on the following page shows how carbon storage in wetlands compares to other types of ecosystems.) When wetlands are disturbed (drained, filled, etc.), their capacity to store carbon is reduced, and the carbon that is stored within the system is released into the atmosphere.

A [2011 report](#) produced by the Association of Fish and Wildlife Agencies and the Association of State Wetland Managers details the importance of wetlands in reducing carbon dioxide (CO₂) in the atmosphere and recommends measures to protect existing carbon stores and the ability of wetlands to sequester carbon. One recommendation is to adopt policies to protect wetlands and prohibit wetland draining and degradation.

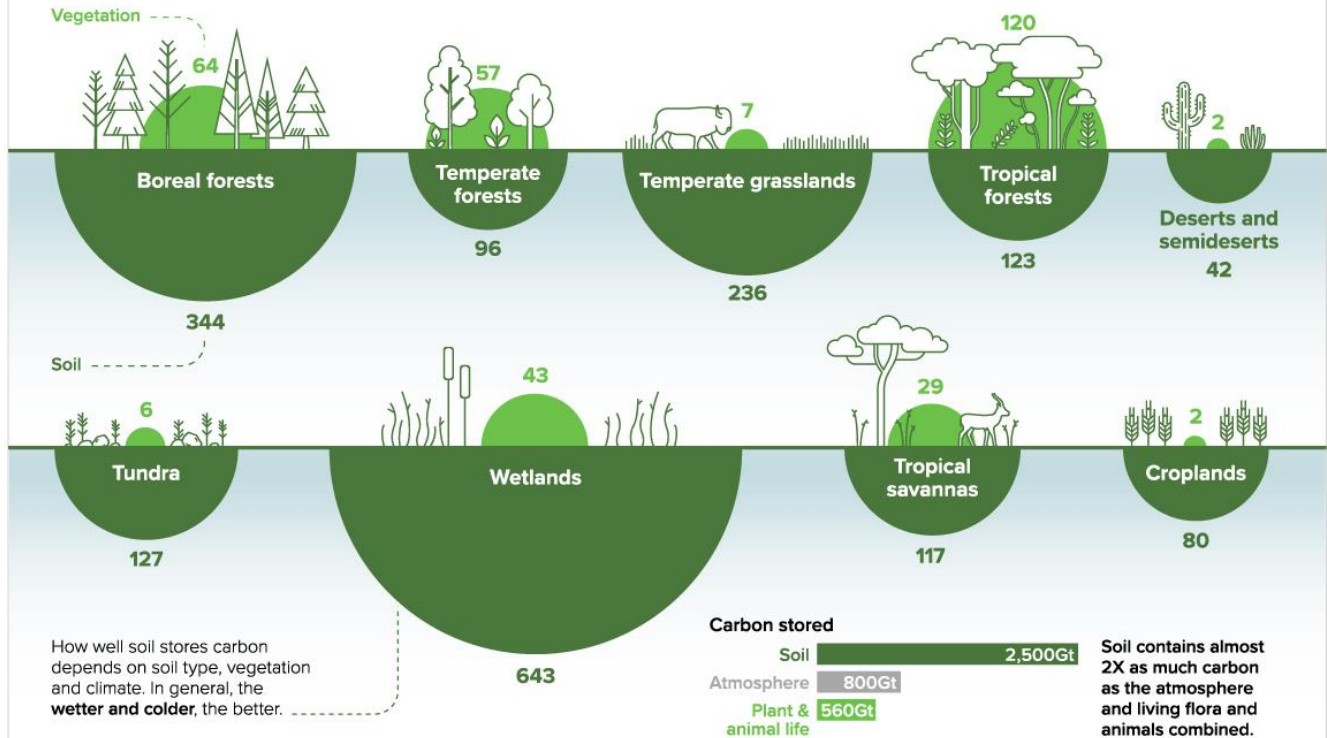
As Scarborough embarks on developing a Climate Action Plan to set greenhouse gas emissions goals and identify measures to meet them, protecting our wetlands will likely be an important strategy detailed in the plan. The nominal wetland protections proposed, a 25-foot setback from all wetlands, including a 15-foot vegetated buffer, are a small but important initial step to protecting Scarborough's wetland resources to ensure they remain a viable carbon sink.

Carbon Storage

Tonnes of Carbon

The world's forests absorb around **15.6 gigatonnes** of CO₂ each year. That's around 3X the annual CO₂ emissions of the United States.

However, around **8.1 gigatonnes** of CO₂ leaks back into the atmosphere due to deforestation, fires and other disturbances.



Average stored carbon in tonnes per hectare at a ground depth of one meter
Sources: IPCC; NASA

Source: [Visual Capitalist](https://www.visualcapitalist.com/carbon-storage/)