

Town of Scarborough Sustainability Committee

April 23, 2025 | 8:00 – 9:30 a.m. | Scarborough Town Hall and via Zoom

Meeting Minutes

Attendance – in person

Committee: Anton Bodor, Lydia Jopp, Deb McDonough, Dan Shapiro

Town Council: Bill Donovan

Staff: Jami Fitch

Attendance – Zoom

Committee: Patrice Kastenholz

Council: Bill Donovan

[View the recording of the Sustainability Committee's meeting.](#)

Call to Order

1. The meeting was called to order at 8:03 am.
2. Patrice motions to approve the minutes, Lydia seconds. Vote is unanimous. Motion passes.

Public Comment

1. None.

Old Business

1. EV Charging Ordinance
 - Jami provides an update on the process to revise the EV charging Ordinance. The Town Council passed the proposed revision at first reading and referred it to the Planning Board. The Planning Board unanimously supported the proposed changes.
 - The Town Council's public hearing and second reading and vote is scheduled on 5/7/25.
2. Website Updates
 - Lydia sent the Committee with a link to a Google Doc for members to add thoughts and ideas for updating the Sustainability Committee's webpage. She reviews the document.
 - The Committee provides feedback on the proposed organization of the page:
 - Move waste disposal information out of the "New to Scarborough" section
 - Add a section for the Committee's accomplishments (e.g., rooftop solar projects, LED streetlight conversion, ordinance updates)
 - Add link to Sustainable Scarborough Day page
 - Link to Conservation Commission's healthy lawn care resources
 - Add links to other agencies and organizations (e.g., ecomaine, DEP, Maine Forest Service, etc.)
 - The Committee thanks Lydia for her work on the webpage.

Engineering & Technical Services

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- **ACTION: LYDIA will update the document and let the Committee members know when updates were made.**

3. Municipal solar array

- Dan provides an overview of his background and experience with solar development.
- Dan also provides an overview of the different types of solar development (residential, commercial, utility). A municipal array would be considered a commercial-scale development. He also provides a summary of project delivery types (rooftop, fixed-tilt, tracking, etc.).
- Scarborough would most likely pursue additional rooftop solar or fix-tilt ground mounted solar. The Town should also consider solar carports (parking areas covered by solar panels).
- Solar covered parking tends to be more expensive than rooftop solar, but there are a lot of added benefits to covered parking.
- Solar arrays constructed in conjunction with a municipal building would be behind the meter (similar to a residential array, the building uses the energy first and any excess is sent to the grid). The Town would receive credits on CMP bills for excess energy sent to the grid. Multiple meters can benefit from the array.
- Deb notes that some of the excess energy could be designated for community solar credits.
- If the Town wants to explore a community solar model, a third party would likely manage the process.
- Dan suggests the Town consider issuing an RFP for solar development on specific town-owned parcels. The bidders would complete the evaluations and due diligence for the parcels to determine which sites are appropriate for solar development. The Town could do some of the initial due diligence for a modest investment of around \$30,000. The bid pricing would be more accurate if the Town chooses to take on the initial due diligence.
- There is a lot of uncertainty related to solar development in the current tariff climate, so now is not the best time to issue an RFP for solar development.
- The Committee is interested in exploring solar-covered parking in municipal parking lots. The best time to plan for solar covered parking is when the lot is due to be repaved because pavement would need to be repaired after installation.
- Deb notes that Wentworth School may have been designed for future installation of rooftop solar.
- Deb shares that she'd like cost of sustainability measures (upgrades for rooftop solar, efficient HVAC systems, etc.) voted/bonded separately when the community votes on a new facility so that efficiency cannot be "value engineered" out of the project.
- Dan believes that the Town could take on the process of soliciting bids for a municipal solar project fairly easily and for little cost. The model that may make the most sense would be to have a third-party construct, own, and operate the array. The Town would enter into a power purchase agreement with the third-party to purchase the generated electricity at a rate lower than what is currently paid. The benefits to the Town include minimal upfront cost and long-term, fixed/predictable electricity costs.
- Bill notes that a solar project on the municipal campus would be ideal because of its visibility in the community.
- Dan shares that the new school (if approved by voters) could incorporate solar using the third-party ownership model if it is planned for early in the process.
- The Committee will visit a town-owned parcel after the meeting to help determine if it is a candidate for a solar array.
- **ACTIONS:**
 - **JAMI will look into "solar readiness" of the Public Safety Building and Wentworth School.**

- **LYDIA and DAN will speak with their advisor contacts about attending a future meeting to discuss the services that could be provided to the Town.**

Updates

1. Town Council
 - The Town Council had a workshop with GPCOG on Vision Zero, which aims to reduce death and injuries on roadways and from Portland Metro about micro transit. A micro transit pilot is proposed in Scarborough.
2. Planning Board
 - Planning Board unanimously supported the changes to the EV charging ordinance.
3. Transportation Committee
 - Transportation Committee has not met this month.
4. Conservation Commission
 - Conservation Commission is working toward achieving Tree City USA certification.
5. Open Space Plan
 - The Open Space Plan was adopted by the Town Council on 4/16/25. An artistic piece to track progress toward 30x30 was also unveiled at the meeting.
6. Vulnerability Assessment
 - The Vulnerability Assessment [StoryMap](#) is now available for the public to review. It currently contains Scarborough's flood risk and vulnerabilities. It will be updated later this summer to include adaptation strategies.
7. Climate Action Plan
 - The Town received the grant it applied for to develop its Climate Action Plan.
8. Sustainable Scarborough Day
 - Patrice shared that the person who was unable to provide the inducting cooking demonstration is available to participate in this year's event.
 - Ace Hardware would like to participate again.
 - Maine Audubon will focus on native plants this year and wants to partner with the Scarborough Garden Club to offer a native plant sale.
 - Sustainable Scarborough Day will be a regular agenda item moving forward.

Meeting adjourned at 9:33 am.

Next Meeting: May 28, 2025 at 8:00 am.

Future Projects List:

- Community solar / municipal solar array
- Revamp [Sustainability Committee webpage](#)
- Recycling information for homeowners when houses change hands
- Composting/food waste
- Residential energy efficiency grants
- Coordination with Scarborough Public Schools
- Municipal building energy audits
- Electric school buses

- Tree preservation ordinance
- Swap shop
- Energy stretch code
- Incremental fees for trash bins
- 10-year cost-benefit analysis for building systems