TOWN OF SCARBOROUGH, MAINE

MINUTES
Ordinance Committee Meeting
Wednesday, July 9, 2025 – 5:00 P.M.

Item 1. Call to Order. Councilor Shupe, called the meeting to order at 5:00pm

Item 2. Roll Call. Committee members Councilor Karin Shupe (Chair), Councilor William Donovan, and Councilor Cory Fellows were present. Liam Gallagher, Assistant Town Manager and Thomas Hall, Town Manager were also present.

Item 3. Public Comment. Councilor Shupe explained that she is going to take public comment on items that are not on then agenda at this time. No public comments were made.

Item 4. Approval of minutes from June 11, 2025. Motion by Councilor Fellows, seconded by Councilor Donovan, to move approval of the June 11, 2025 meeting minutes as written.

Vote: 3 Yeas. Motion Passes.

Item 5. Act on the request to reconsider "Item 6. Review and consider a recommendation from the Community Services Advisory Board for the proposed amendments to Chapter 604 Animal Control Ordinance" from the June 11, 2025 Ordinance Committee meeting. Councilor Fellows provided an overview on why he requested this item to be reconsidered.

The following public comments were made:

- Amy Chamberlain of Ryefield Drive and Pine Point spoke in regards to the pedestrian path on her property being shut down if this ordinance passes.

Discussion ensued between committee members. Thomas Hall, Town Manager spoke in regards to the next steps. Staff will be bringing a new version in the fall to address school property and possibly beaches around plovers.

Motion by Councilor Fellows, seconded by Councilor Donovan to move to reconsider "Item 6. Review and consider a recommendation from the Community Services Advisory Board for the proposed amendments to Chapter 604 Animal Control Ordinance" from the June 11, 2025 Ordinance Committee meeting.

Vote: 3 Yeas.

Motion by Councilor Donovan, seconded by Councilor Shupe to indefinitely table Item 6. Review and consider a recommendation from the Community Services Advisory Board for the proposed amendments to Chapter 604 Animal Control Ordinance" from the June 11, 2025 Ordinance Committee meeting.

Vote: 3 Yeas.

Item 6. Review and consider the creation of a new ordinance establishing a registration process for short term rentals. Autumn Speer, Town Planner gave an overview of process up to now, changes that have been made since this was last reviewed in May 2025 based on feedback and answered committee questions.

Numerous public comments were provided via email and included in the packet. The following public comments were made:

- Scott Townsend of Acorn Lane and business owner spoke in regards to the ordinance starting as a registration process and now has developed into much more which he does not support.
- Regina Day of Kelly Lane and Ocean Ave gave an overview of herself and family history in Higgins Beach and does not support this ordinance.
- Kate Foley of Acorn Lane and business owner spoke in support of a registration process but not more and the added cost associated with the inspection process.
- Ralda Adams of Virdap Street spoke in regards to this being a duplicate of current ordinances and a burden on residents and Town staff.
- Susan Clough of Pine Point spoke in regards to STR having a strong hold on the business in the communities.
- Danielle Dellaquila of Fogg Road spoke in regards to her personal property having a STR to help pay the expenses and issues that have happened in the past, including a fire, was from them not renters.
- Michael Gentile of Higgins Beach spoke in regards to creating an ordinance when a problem does not exist.
- Kate Boyle of Mast Road spoke in regards to issues in her back yard with a STR and her support of this ordinance.
- Ellen McCarthy of Mast Road spoke in regards to the beach communities not assisting with the process and that they need to look at the whole town who does not have the same structure as the beaches which is why she supports this ordinance.
- Christine Snow of Highland Ave spoke into running a STR for the past 15 years and those only with complaints should be registered.
- Allison Bayley of Pine Point Road and business owner spoke in opposition of this and the actual number of complaints received.

Discussion ensued by committee members, Autumn Speer and Thomas Hall. The committee would like to see a registration process instead of the full ordinance.

Motion by Councilor Shupe, seconded by Councilor Donovan to table this item to September 10, 2025 meeting and the creation of a new ordinance establishing a registration process for short term rentals.

Vote: 3 Yeas.

Item 7. Future Meetings and Agenda Items.

- August meeting is cancelled.
- Short Term Rentals and Signs—September

Item 8. Adjournment. Motion by Councilor Fellows, seconded by Councilor Donovan, to move approval to adjourn the regular meeting of the Scarborough Ordinance Committee.

Vote: 3 Yeas. Motion Passes.

Meeting adjourned at 6:40pm

Respectfully submitted,

Kristen Barth
Town Clerk