

MIINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 17, 2025
HYBRID REGULAR MEETING – 7:00 P.M.

Item 1. Call to Order. Council Chair Sither called the regular meeting of the Scarborough Town Council to order at 7:00 p.m.

Item 2. Pledge of Allegiance.

Item 3. Roll Call. Roll was called by Yolande P. Justice, Clerk to the Council. Thomas J. Hall, Town Manager and Liam Gallagher, Assistant Town Manager, were also present. Those Councilors present:

Councilor Scott W. Doherty	Councilor William J. Donovan
Councilor Lawrence W. Cain	Councilor Cory R. Fellows
Councilor Karin B. Shupe - Absent	Councilor Jonathan E. Anderson
Council Chair April V. Sither	

Councilor Chair Sither stated that before we move through our agenda this evening, she would like to ask for a moment of silence in honor of the passing Jake Brown, former Vice Principal at the High School. He was kind and was a tremendous asset to our community. There was a moment of silence. Council Chair Sither thanked everyone who has shown their support and love for the high school and staff.

Item 4. General Public Comments.

- Jim Pritchard of Maple Avenue, voiced his concerns about statements made during a Finance Committee meeting regarding stormwater fees, questioning the accuracy of claims about nonprofit payments and vacuum truck maintenance costs. He shared research on vacuum truck pricing, finding estimates ranging from \$150,000 to \$800,000, and expressed skepticism about the claimed \$100,000 annual maintenance cost.

Item 5. Minutes: September 3, 2025 - Town Council Meeting. Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the meeting minutes of September 3, 2025, as written.

Vote: 6 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:

- **Eastern Trail - Close The Gap**
 - Construction going as planned
 - Potential need to replace a drainage pipe - Meet with Property Owner
- **Scottow Hill Road Closure**
 - Complete failure of culverts
 - Regulatory Agency consultation - work cannot occur until Nov. 2025
 - Repair Options being evaluated -
 - \$825K repair estimate

- \$200K restoration estimate (grant opportunity)
 - Exploring feasibility of the permanent road closure- public outreach planned
 - Applying for NMRPC Grant which would cover the cost of restoration
- **Sawyer Street/Spurwink Marsh Update**
 - Public Meeting scheduled for September 24 @ 6:00 PM
 - Formal Road Discontinuance required
 - October 1- Town Council Discussion on Discontinuance
 - October 15- Public Hearing
- **MDOT Bridge Repair/Replacement Projects**
 - Pleasant Hill Road -Complete road closure from 9/19 to 9/22
 - Spurwink Bridge over Spurwink River- One-way Alternating traffic -Sept-Oct
 - Mitchel Hill Road over Nonesuch River- 45 day road closure underway
- **Spurwink Road Improvements - Phase 2**
 - Additional funding secured in FY26 Budget
 - Solicitation of Bids - October 2025
 - Construction expected in Spring 2026
- **Route One Water Quality Project**
 - Design complete
 - Solicitation of Bids- One bidder, significantly over budget
 - Plan to re-bid in October 2025
- **Community Services 2025 Participation**
 - Before/After Care - 235 participants with 52 on waiting list
 - Youth Soccer - 580 participants (most ever)
- **Animal Control Ordinance Changes**
 - Wait for End of Season Beach Report and Results of Community Survey
- **Recognition of Conserved Lands**
 - Tracking started in April 2025
 - 120 acres acquired (or in process) since
 - 69 acres before PCLB
- **Appointment of Staff**
 - Autumn Speer, Planning Director, has been appointed to a State wide Impact Fee Working Group
 - Nick Cloutier, Town Assessor, has been appoint to State wide working group for Property Tax Relief
- **Federal Reserve Cuts Interest Rate**
 - Rate cut down a quarter percent
 - Helps when contemplating major capital borrowing
 - Financial costs are very likely to be less than we projected

At this time, the Town Manager introduced Matthew Keith, a member of the SBAC2 Communications Committee, to give a brief tutorial on all the different resources on the School Project.

a. New School Website Demonstration.

- Matthew Keith, a member of the SBAC2 Communications Committee, presented the newly updated website for the school building project, which includes information about referendums,

tax impact calculators, and upcoming events. The information that is presented on this page is informative only, the Committee does not support a vote one way or the other. This information is so the voters can be informed.

Item 9. Standing and Special Committee Reports and Liaison Reports.

- Councilor Anderson noted the Finance Committee meeting, included discussions on school impact fees, TIF sheltering benefits, and stormwater management fees. The Committee reviewed a model showing approximately 20.7% of the school debt could be applied to impact fees and noted TIFs would save taxpayers about \$1.5 million in FY26. Regarding stormwater fees, while the committee acknowledged potential benefits like equity among property owners, they concluded the cons outweighed the pros, particularly given Scarborough's current infrastructure needs and the political challenges such a fee would present.
- Councilor Donovan gave an overview on the session at Higgins Beach on the Vulnerability Study. He felt that it was a good session and very informative.
- Councilor Fellows gave an overview on the session at Pine Point on the Vulnerability Study; the Ordinance Committee; ongoing work on short-term rental ordinances with input from the fire department recommending initial inspections. The Rules and Policies Committee had discussion and made progress on school facility naming policies. The Long Range Planning Committee conducted an interactive planning exercise to consider different uses and scales across town, and a survey draft is nearly complete with final layout specifications being finalized.
- Councilor Cain gave an overview on the Communications Committee and the Community Survey that would be going out to 4,000 households by the end of the month, with 600 responses needed for statistically valid results. He mentioned two Public Forums that would be held about the School Referendum Question that are on the ballot, the first scheduled for October 7th and the second one for October 21st.
- Councilor Doherty shared his concerns about interactions with the Harbormaster regarding boat mooring fees and restrictions, which led him to flipped out on the Harbormaster and telling him leave his property. He went on to state that he felt it was political.
- The Town Manager stated that if Councilor Doherty had issues with anyone on staff, he would certainly expect that it be brought up with him directly. This was not the time nor place for it and would be reaching out to schedule a meeting.
- Council Chair Sither thanked all Councilors for their work on the various committees and for Councilor Cain for being able to jump right in. The Council is planning the first of the two growth workshops and to engage with the community on this topic of growth. The workshop is scheduled for our second meeting in October. Further information would be forth coming.

Order No. 25-081, 7:00 p.m. Public hearing and second reading to repeal Chapter 401 Town of Scarborough Ordinance Adopting the 2003 International Building Code; repeal Chapter 401-A Town of Scarborough International Residential Code; repeal Chapter 401-B Town of Scarborough International Mechanical Code; and adopt a new Chapter 401-C Building Code Ordinance and amend Chapter 405 Zoning Ordinance and, Section IV.G Certificate of Occupancy and Section VII.B to amend administration titles and include reference to MUBEC. [Planning Director] Autumn Speer, Planning Director, gave a brief overview on this Order. Council Chair Sither opened the public hearing. As there were no comments either for or against, the hearing was closed at 8:00 p.m.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the second reading to repeal Chapter 401 Town of Scarborough Ordinance Adopting the 2003 International Building Code; repeal Chapter 401-A Town of Scarborough International Residential Code; repeal Chapter 401-B Town of Scarborough International Mechanical Code; and adopt a new Chapter 401-C Building Code

Ordinance and amend Chapter 405 Zoning Ordinance and, Section IV.G Certificate of Occupancy and Section VII.B to amend administration titles and include reference to MUBEC, as follows:

**AMENDMENTS TO THE TOWN OF SCARBOROUGH ORDINANCES
APPLYING THE MAINE UNIFORM BUILDING & ENERGY CODE**

Be it hereby ordained by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the Town of Scarborough Ordinances are amended as follows:

- I. **Chapter 401, TOWN OF SCARBOROUGH ORDINANCE ADOPTING THE 2003 INTERNATIONAL BUILDING CODE is repealed.**
- II. **Chapter 401-A, TOWN OF SCARBOROUGH INTERNATIONAL RESIDENTIAL CODE is repealed.**
- III. **Chapter 401-B, TOWN OF SCARBOROUGH INTERNATIONAL MECHANICAL CODE is repealed**
- IV. **The following ordinance is adopted as shown below in underline:**

Chapter 401-C, BUILDING CODE ORDINANCE

Section 1. Maine Uniform Building and Energy Code.

- A. The Town of Scarborough adopts and enforces the provisions of the Maine Uniform Building and Energy Code (“MUBEC”), as required by 10 M.R.S. § 9724 and permitted by 30-A M.R.S. § 3003.
 - B. The Code Enforcement Officer shall serve as the building official as defined in 25 M.R.S. § 2371 and shall be responsible for issuing building permits and certificates of occupancy. The Code Enforcement Officer shall be responsible for inspecting all permitted construction for compliance with all components of MUBEC, as such components may be revised from time to time. The procedures for administration and enforcement of MUBEC, including permits, fees, violations, penalties, and appeals from decisions of the Code Enforcement Officer, shall be in accordance with the Schedule of License, Permit and Application Fees (Chapter 311) and the Zoning Ordinance (Chapter 405).
- V. **Chapter 405, ZONING ORDINANCE, is amended by adding the underscored language and deleting the language in strikeover type to Section IV.G(1)(a), as shown below:**

G. CERTIFICATE OF OCCUPANCY.

1. (a) It shall be unlawful to use or occupy or permit the use or occupancy of any land, building, structure or part thereof which is created, erected, changed, converted, altered or enlarged, or to change, alter or enlarge the use of any land, building, or structure until a certificate of occupancy is issued therefore by the Code Enforcement Officer ~~Building Inspector~~ and endorsed to the effect that the proposed use of the land, building or structure conforms with the requirements of this Ordinance and with the Maine Uniform Building and Energy Code (MUBEC).

VI. Chapter 405, ZONING ORDINANCE, is amended by adding the underscored language and deleting the language in strikeover type to Section IV.G(2), as shown below:

2. An applicant for a building permit shall also make application for a certificate of occupancy, which application must be received before a building permit may be issued. Upon completion of the work permitted by the building permit, the ~~Building Inspector Code Enforcement Officer~~ shall issue the certificate of occupancy upon finding that the building, structure or land and the use or occupancy thereof comply with ~~the provisions of requirements of MUBEC~~ and this Ordinance, with all provisions of any site plans or subdivision plans approved by the Planning Board and with any conditions imposed by the Planning Board or Board of Appeals. The certificate of occupancy shall contain a statement that the building or structure, if constructed in a designated Flood Hazard Area, complies with the requirements of Section IV, F of this Ordinance.

VII. Chapter 405, ZONING ORDINANCE, is amended by adding the underscored language and deleting the language in strikeover type to Section VII.B(4) as shown below:

4. Separation between principal buildings located on the same lot shall be a minimum of 30 feet. This minimum separation requirement may be reduced by the Planning Board, but lesser separation must be in accordance ~~with the provisions of Chapters 6 and 7 of the International Buildings Code 2003~~ MUBEC governing Construction Types and Fire-Resistance-Rated Construction. Any separation of less than 30 feet between buildings needs to be accompanied by a note on the approved plan indicating the need for building construction and materials in accordance with the Fire Resistance Rating Requirements of the ~~MUBEC International Building Code 2003~~ cited above.

Vote: 6 Yeas. Motion Passes

Order No. 25-083, 7:00 p.m. Public hearing and action on the renewal requests for Junkyard Permits, pursuant to Title 30-A – M.R.S.A. Chapter 183: Speedway Auto, located at 343 Payne Road, SVR New England, LP d/b/a Scarborough Recycling, located at 40 Holmes Road and Goldstein Steel, located at 36 Running Hill Road. [Town Clerk's Office] A brief overview was given on this Order. Council Chair Sither opened the public hearing. As there were no comments either for or against the hearing was closed at 8:02 p.m.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval on the renewal requests for Junkyard Permits, pursuant to Title 30-A – M.R.S.A. Chapter 183: Speedway Auto, located at 343 Payne Road, SVR New England, LP d/b/a Scarborough Recycling, located at 40 Holmes Road and Goldstein Steel, located at 36 Running Hill Road.

Vote: 6 Yeas. Motion Passes.

Order No. 25-084, 7:00 p.m. Public hearing and action on the new request for an Innkeepers License from HomeAwhile, located at 205 Scarborough Drive. [Town Clerk's Office] A brief overview was given on this Order. Council Chair Sither opened the public hearing. As there were no comments either for or against the hearing was closed at 8:02 p.m.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval on the new request for an Innkeepers License from HomeAwhile, located at 205 Scarborough Drive.

Vote: 6 Yeas.

OLD BUSINESS:

Order No. 25-082. Second reading, to approve the expenditure, in an amount not to exceed, \$470,000 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 60 acres located at 244 Beech Ridge Road, identified by the Scarborough Tax Assessors Map R012/Lot 004, 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] Jessica Sargent, Chair of the Parks and Conservation Board gave a brief overview was given on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the second reading, to approve the expenditure, in an amount not to exceed, \$470,000 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 60 acres located at 244 Beech Ridge Road, identified by the Scarborough Tax Assessors Map R012/Lot 004, 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.

Vote: 6 Yeas. Motion Passes.

NEW BUSINESS:

Order No. 25-085. First reading and refer to the Planning Board, the proposed amendments to Chapter 405 Zoning Ordinance Section IX Performance Standards and Section XXI.B Light Industrial District (LI) to establish and apply performance standards for landscape contractor uses in the Light Industrial district. (Planning Director) Autumn Speer, Planning Director, gave a brief overview on this Order. The following individuals spoke on this Order:

- Denise Hamilton of Two Rod Road, appreciated the quickness in this being brought forward and that in the future that the Light Industrial District does not get overlooked. She thanked the Council for this being brought forward.
- In response to a question from Nina McKee of Black Point Road, Council Chair Sither noted that this ordinance has to do with operating a landscaping business in the LI District and has nothing to do with trees.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading and refer to the Planning Board, the proposed amendments to Chapter 405 Zoning Ordinance Section IX Performance Standards and Section XXI.B Light Industrial District (LI) to establish and apply performance standards for landscape contractor uses in the Light Industrial district. The Public hearing will be scheduled upon Planning Board Review, as follows:

CHAPTER 405 – ZONING ORDINANCE

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendments to Chapter 405- the Town of Scarborough Zoning Ordinance, be and hereby is amended, as follows

(additions are underlined; deletions are struck through):

First Reading Version 9.17.25

1. CHAPTER 405 SECTION IX PERFORMANCE STANDARDS

DD. PERFORMANCE STANDARDS – LANDSCAPE CONTRACTOR LIGHT INDUSTRIAL DISTRICT

1. The number of motor vehicles and trailers for equipment and supplies operated in connection with the landscape contractor business or parked on-site must be approved by the Planning Board to avoid an adverse impact on abutting uses.
2. Adequate parking must be provided on-site for the total number of vehicles and trailers permitted.
3. Sale of plant materials, garden supplies, or equipment is prohibited.
4. The Planning Board may regulate hours of operation and other on-site operations to avoid adverse impact on abutting uses.
5. No open storage of materials shall be permitted.
6. All burning of landscape related materials shall be prohibited.

2. CHAPTER 405 SECTION XXI.B. LIGHT INDUSTRIAL DISTRICT (LI)

C. PERMITTED USES

NOTE: The requirements of subsection G.1. of this district relating to sewage disposal may limit the type or scale of the uses that can occur in this district.

The following uses are permitted on any lot in the district subject to the requirements of Section G:

1. Personal service establishments.
2. Instructional and educational services.
3. Business and professional offices.
4. Business services.
5. Contractor's offices, shops and storage yards.
6. Landscape Contractor [Adopted 08/20/2025] subject to the performance standards of Section IX.(DD) [Adopted xx/xx/xxxx]

Vote: 6 Yeas. Motion Passes.

Order No. 25-086. First reading and refer to the Planning Board, the proposed amendments to Chapter 405 Zoning Ordinance Section XII. Sign Regulations, Section J. Temporary Signs, to add roadway sections to the list of ecologically sensitive areas and scenic views protected and to add intersections to the prohibited intersection list for temporary signs. [Planning Director] Autumn Speer, Planning Director, gave a brief overview on this Order. The following individuals spoke on this Order:

- Jim Pritchard of Maple Avenue, voiced his concerns with the proposed changes catering to a developer. He would also like to see any supporting documents presented by staff on this amendment. We should have a formal process before we make any decisions and ask that this Order be tabled
- Denise Hamilton of Two Rod Road, agreed with the previous comments. Is there data that show that this area is a problem or we catering to the developer.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading and refer to the Planning Board, the proposed amendments to Chapter 405 Zoning Ordinance Section XII. Sign Regulations, Section J. Temporary Signs, to add roadway sections to the list of ecologically sensitive areas and scenic views protected and to add intersections to the prohibited intersection list for temporary signs. [Planning Director] The public hearing will be scheduled upon receipt of Planning Board review, as follows:

Motion by Councilor Doherty, to table this Order. There being no second the motion fails.

Vote on motion:

CHAPTER 405 – ZONING ORDINANCE

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendments to Chapter 405- the Town of Scarborough Zoning Ordinance, be and hereby is amended, as follows (additions are underlined; deletions are struck through):

First Reading Version 9.17.25

SECTION XII. SIGN REGULATIONS. [Amended 10/20/2004; Amended 08/20/08; Amended 08/19/09][Amended 07/17/2013][Amended 09/06/2017][Amended 11/28/18][Amended 11/15/23][Amended 9/4/24]

J. TEMPORARY SIGNS

The following temporary signs are permitted and shall conform to standards within municipal, state or federal ordinances, statutes or regulations.

Temporary signs specified in this section shall not be attached to fences, trees, utility poles, light poles, traffic control devices or the like. [09/06/17]

To protect ecologically sensitive areas and scenic views no temporary signs shall be placed in the right-of-way along:[09/06/17]

- Route One between Dolloff Way and Southgate Road
- Black Point Road between Old County Road and Tide Mill Lane
- Black Point Road between Seal Rock Drive and Sanctuary Lane
- Pine Point Road between 67 Pine Point Road and the Eastern Trail
- Pine Point Road between Holly Street and Snow Canning Road
- Pleasant Hill Road from Minuteman Drive to Hackmatack Drive (Pleasant Hill Preserve Area)
- Bayview Avenue between Houghton Street and Morning Street
- Scarborough Downs Road from Route One and Hackamore Avenue
- Scarborough Downs Road from Payne Road and Innovation Drive

Vote: 5 Yeas. 1 Nay [Councilor Doherty]. Motion Passes.

Order No. 25-087. First reading and schedule a public hearing and second reading on the proposed amendments to Chapter 313-A the Town of Scarborough Property Tax Assistance Ordinance. [Councilor Cain] Councilor Cain gave a brief overview on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading on the proposed amendments to Chapter 313-A the Town of Scarborough Property Tax Assistance Ordinance and schedule the public hearing and second reading for Wednesday, October 1, 2025, as follows:

CHAPTER 313-A – TOWN OF SCARBOROUGH PROPERTY

TAX ASSISTANCE 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 313-A, the Town of Scarborough Property Tax Assistance Ordinance, be and hereby is amended, as follows (additions are underlined; deletions are struck through):

Section 5. Determination of eligibility and amount of eligibility [Amended 11/07/17 - 06/07/17 – 04/18/18]

1. Eligibility for Homeowners

If the Tax Assessor determines that the applicant is eligible to participate in the Program, he/she shall determine the amount of the benefit paid. The amount shall be the least of the following:

- a. The amount, if any, by which (i) the taxes assessed for fiscal year of the Town beginning on July 1 of the preceding calendar year exceeds (ii) 5% of the federal adjusted gross income of the applicant (plus that of any other adult members of the applicant’s household); or
- b. A pro-rata share of the available monies in the Program Fund, including any amount in the Property Tax Assistance Reserve Account, allocated based on the amount of the refunds determined under sub-section a for all eligible applicants; or
- c. ~~\$1,200~~ **\$1,000**. [Amended 06/07/17; 06/24/2020; 03/21/2024]

In the case of applicants who did not file federal income tax returns, the Tax Assessor, upon presentation of adequate information returns and other information, shall calculate the federal adjusted gross income.

2. Eligibility for Renters

In the case of renters, the tax assessed for purposes of Section 5.1.a(i) shall be deemed to include 18% of the rent payable from own funds by applicant (and other adult members of applicant’s household) in the preceding calendar year. The Tax Assessor, upon presentation of adequate documents and other information, shall determine the amount of rent. [Amended 04/18/18]

Vote: 6 Yeas. Motion Passes.

Order No. 25-088. First reading and schedule a public hearing and second reading on the proposed changes to Chapter 1301 – Town of Scarborough General Assistance Ordinance. [Social Service Coordinator - General Assistance] Thomas J. Hall, Town Manager, gave a brief overview on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading on the proposed changes to Chapter 1301 – Town of Scarborough General Assistance Ordinance and schedule the public hearing and second reading for Wednesday, October 1, 2025, as follows:

Appendix A
Effective: 10/01/25-09/30/26

2025-2026 GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	1,137	1,225	1,566	2,008	2,401

Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	1,137	1,463	1,920	2,410	2,934
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	988	1,093	1,395	1,829	2,030
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	923	968	1,271	1,601	1,895
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,517	1,721	2,212	2,798	3,429
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	1,141	1,285	1,579	2,212	2,651
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	1,278	1,443	1,778	2,347	2,586
York/Kittery/S.Berwick HMFA:	1,487	1,681	2,168	2,807	3,641

Berwick, Eliot, Kittery, South Berwick, York					
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***Note: Add \$75 for each additional person.**

Non-Metropolitan Areas

Persons in Household					
COUNTY	1	2	3	4	5*
Aroostook County	803	871	1,085	1,486	1,569
Franklin County	842	936	1,228	1,621	1,816
Hancock County	1,139	1,140	1,349	1,787	1,791
Kennebec County	985	991	1,276	1,599	1,913
Knox County	972	987	1,200	1,597	1,780
Lincoln County	1,190	1,213	1,375	1,807	2,217
Oxford County	973	942	1,223	1,623	2,024
Piscataquis County	848	943	1,236	1,489	1,738
Somerset County	932	1,002	1,177	1,532	1,661
Waldo County	1,117	1,123	1,347	1,734	2,284
Washington County	871	875	1,136	1,582	1,695

*** Please Note: Add \$75 for each additional person.**

Appendix B

Effective: 10/01/25-09/30/26

2025-2026 FOOD MAXIMUMS

Please Note: The maximum amounts allowed for food are established in accordance with the [U.S.D.A. Thrifty Food Plan](#). As of October 1, 2025, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	69.30	298.00
2	126.98	546.00
3	182.56	785.00
4	231.16	994.00
5	275.12	1,183.00
6	330.47	1,421.00
7	365.35	1,571.00
8	416.05	1,789.00

Note: For each additional person add \$218 per month.

2025-2026 GA HOUSING MAXIMUMS (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (See Instruction Memo for further guidance.)**

Non-Metropolitan FMR Areas

<u>Aroostook County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	149	640	181	779
1	155	667	196	844
2	192	826	245	1,054
3	273	1,174	338	1,451
4	278	1,196	356	1,529
<u>Franklin County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	158	679	190	818
1	170	732	211	909
2	225	969	278	1,197
3	304	1,309	369	1,586
4	336	1,443	413	1,776
<u>Hancock County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	231	995	260	1,118
1	231	995	260	1,118
2	260	1,118	307	1,322
3	351	1,509	408	1,756
4	351	1,509	408	1,756
<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	196	841	224	964
1	196	841	225	968
2	243	1,045	291	1,249
3	307	1,321	365	1,568
4	367	1,578	437	1,877

Non-Metropolitan FMR Areas

<u>Knox County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	828	221	951
1	192	828	224	964
2	225	969	273	1,173
3	307	1,319	364	1,566
4	336	1,445	406	1,744
<u>Lincoln County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	243	1,046	272	1,169
1	243	1,046	277	1,190
2	266	1,144	314	1,348
3	356	1,529	413	1,776
4	438	1,882	507	2,181
<u>Oxford County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	184	793	213	916
1	184	793	214	919
2	231	992	278	1,196
3	313	1,345	370	1,592
4	393	1,689	462	1,988
<u>Piscataquis County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	159	685	192	824
1	172	739	213	916
2	227	977	280	1,205
3	274	1,177	338	1,454
4	317	1,365	395	1,698
<u>Somerset County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	183	788	212	911
1	191	820	228	979
2	220	946	267	1,150
3	292	1,254	349	1,501
4	308	1,326	378	1,698

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	226	973	255	1,058
1	226	973	256	1,066
2	260	1,116	307	1,282

3	339	1,456	396	1,593
4	453	1,949	509	2,187
<u>Washington County</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	169	727	198	850
1	169	727	198	852
2	210	905	258	1,109
3	303	1,305	361	1,551
4	316	1,360	386	1,659

Metropolitan FMR Areas

<u>Bangor HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly⁹⁸	Weekly	Monthly
0	231	993	260	1,116
1	243	1,043	280	1,202
2	310	1,335	358	1,536
3	402	1,730	460	1,977
4	481	2,066	550	2,365
<u>Cumberland Cty. HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	273	1,173	301	1,296
1	298	1,281	335	1,440
2	393	1,689	440	1,893
3	496	2,132	553	2,379
4	604	2,599	674	2,898
<u>Lewiston/Auburn MSA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	196	844	225	967
1	212	911	249	1,070
2	271	1,164	318	1,368
3	361	1,551	418	1,798
4	394	1,695	464	1,994

<u>Penobscot Cty. HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	181	779	210	902
1	183	786	220	645
2	242	1,040	289	1,244
3	308	1,323	365	1,570
4	363	1,560	432	1,859
<u>Portland HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	319	1,373	348	1,496

1	358	1,539	395	1,698
2	461	1,981	508	2,185
3	586	2,520	644	2,767
4	720	3,094	789	3,393
<u>Sagadahoc Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	232	997	261	1,120
1	256	1,103	293	1,262
2	313	1,348	361	1,552
3	450	1,934	507	2,181
4	539	2,316	608	2,615
<u>York Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	264	1,134	292	1,257
1	293	1,261	330	1,420
2	360	1,547	407	1,751
3	481	2,069	539	2,316
4	524	2,251	593	2,550
<u>York/Kittery/ S. Berwick HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	312	1,343	341	1,466
1	349	1,499	386	1,658
2	450	1,937	498	2,141
3	588	2,529	646	2,776
4	769	3,306	838	3,605

2025-2026 GA Housing Maximums Recovery Residences

The following Recovery Residence maximums are in effect from 10/01/2025-09/30/2026

Non-Metropolitan Areas	25 Beds or Less		26+ Beds	
Area	Weekly	Monthly	Weekly	Monthly
Aroostook County	\$147.00	\$633.00	\$102.90	\$443.10
Franklin County	\$158.25	\$681.75	\$110.78	\$477.23
Hancock County	\$195.00	\$838.50	\$136.50	\$586.95
Kennebec County	\$168.75	\$726.00	\$118.13	\$508.20
Knox County	\$168.00	\$723.00	\$117.60	\$506.10
Lincoln County	\$207.75	\$892.50	\$145.43	\$624.75
Oxford County	\$160.50	\$689.25	\$112.35	\$482.48
Piscataquis County	\$159.75	\$687.00	\$111.83	\$480.90
Somerset County	\$171.00	\$734.25	\$119.70	\$513.98
Waldo County	\$192.00	\$825.00	\$134.40	\$577.50
Washington County	\$148.50	\$639.00	\$103.95	\$447.30

Metropolitan FMR Areas	25 Beds or Less		26+ Beds	
Area	Weekly	Monthly	Weekly	Monthly
Bangor HMFA	\$210.00	\$901.50	\$147.00	\$631.05
Cumberland County HMFA	\$251.25	\$1,080.00	\$175.88	\$756.00
Lewiston/Auburn MSA	\$186.75	\$802.50	\$130.73	\$561.75
Penobscot County HMFA	\$165.00	\$708.75	\$115.50	\$496.13
Portland HMFA	\$296.25	\$1,273.50	\$207.38	\$891.45
Sagadahoc County HMFA	\$219.75	\$946.50	\$153.83	\$662.55
York County HMFA	\$247.50	\$1,065.00	\$173.25	\$745.50
York/Kittery/S. Berwick HMFA	\$289.50	\$1,243.50	\$202.65	\$870.45

A. Recovery Residence are 75% of 1 BR heated rate.

B. Recovery Residence with 26 or mor BVR are 70% of the <26 RR rate(A).

Appendix D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is ***not automatically*** entitled to the “maximums” established-applicants must demonstrate need.

1) Electricity Maximums for Households Without Electric Hot Water: The maximum amounts allowed for utilities, for lights, cooking and other electric uses ***excluding*** electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.95	\$85.50
2	\$22.52	\$96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

NOTE: For each additional person add \$10.50 per month.

2) Electricity Maximums for Households With Electrically Heated Hot Water: The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses ***excluding*** heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

NOTE: For each additional person add \$14.50 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

Appendix E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

Appendix F -PERSONAL CARE & HOUSEHOLD SUPPLIES MAXIMUMS

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

2025-2026 Mileage Rate

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Comptroller. The current rate for approved employment and necessary medical travel, etc. is 54 cents (54¢) per mile.

Please refer to the Office of the State Controller for changes to this rate at 626-8402 or visit <http://www.state.me.us/osc/>

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,620**. The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$1,125**.

The municipality's obligation to provide funds for cremation purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable cremation expenses are limited to:

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees
- a secured death certificate or obituary
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

Appendix I

Effective: 10/01/25-09/30/26

26 MRS § 1043 (23)

23. Misconduct. "Misconduct" means a culpable breach of the employee's duties or obligations to the employer or a pattern of irresponsible behavior, which in either case manifests a disregard for a material interest of the employer. This definition relates only to an employee's entitlement to benefits and does not preclude an employer from discharging an employee for actions that are not included in this definition of misconduct. A finding that an employee has not engaged in misconduct for purposes of this chapter may not be used as evidence that the employer lacked justification for discharge.

A. The following acts or omissions are presumed to manifest a disregard for a material interest of the employer. If a culpable breach or a pattern of irresponsible behavior is shown, these actions or omissions constitute "misconduct" as defined in this subsection. This does not preclude other acts or omissions from being considered to manifest a disregard for a material interest of the employer. The acts or omissions included in the presumption are the following:

- (1) Refusal, knowing failure or recurring neglect to perform reasonable and proper duties assigned by the employer;
- (2) Unreasonable violation of rules that are reasonably imposed and communicated and equitably enforced;
- (3) Unreasonable violation of rules that should be inferred to exist from common knowledge or from the nature of the employment;
- (4) Failure to exercise due care for punctuality or attendance after warnings;
- (5) Providing false information on material issues relating to the employee's eligibility to do the work or false information or dishonesty that may substantially jeopardize a material interest of the employer;
- (6) Intoxication while on duty or when reporting to work, or unauthorized use of alcohol or marijuana while on duty except for the use of marijuana permitted under Title 22, chapter 558-C;
- (7) Using illegal drugs or being under the influence of such drugs while on duty or when reporting to work;
- (8) Unauthorized sleeping while on duty;
- (9) Insubordination or refusal without good cause to follow reasonable and proper instructions from the employer;
- (10) Abusive or assaultive behavior while on duty, except as necessary for self-defense;
- (11) Destruction or theft of things valuable to the employer or another employee;
- (12) Substantially endangering the safety of the employee, coworkers, customers or members of the public while on duty;
- (13) Conviction of a crime in connection with the employment or a crime that reflects adversely on the employee's qualifications to perform the work; or
- (14) Absence for more than 2 work days due to incarceration for conviction of a crime.

[PL2019, c. 125, §1 (AMD).]

B. "Misconduct" may not be found solely on:

- (1) An isolated error in judgment or a failure to perform satisfactorily when the employee has made a good faith effort to perform the duties assigned;
 - (2) Absenteeism caused by illness of the employee or an immediate family member if the employee made reasonable efforts to give notice of the absence and to comply with the employer's notification rules and policies; or
 - (3) Actions taken by the employee that were necessary to protect the employee or an immediate family member from domestic violence if the employee made all reasonable efforts to preserve the employment.
- [PL 2019, c. 125, §1 (AMD).]

Vote: 6 Yeas. Motion Passes.

Item 10. Non-Action Item. None at this time.

Item 11. Council Member Comments.

- Councilor Anderson commented on Councilor Doherty statements that he had made earlier in the meeting regarding his encounter with the Harbormaster. Noting that we all took an oath that we would uphold our laws. He hoped that Councilor Doherty would treat staff with the dignity and respect they deserve for all their hard work. If there is something that you feel needs to change, please bring it forward for consideration. Berating staff in public is not okay.
- Councilor Doherty stated that he felt that it was not about a law or an ordinance, but being harassed and bringing it up in public is the most punishment and this is how I will do it every time.
- Council Chair Sither apologized for being off tonight. She hoped that the Community really continues to seek information about the School Building project. The school department has many things on their schedule, but that certainly does not mean that I am not open to using the Council platform to engage our residents on this topic, as we get closer to the election. Please take the opportunity research the information presented earlier and to well-informed voters.

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

Vote: 6 Yeas. Motion Passes

Meeting adjourned at 8:38 p.m.

Respectfully submitted,

Yolande P. Justice
Clerk to the Council