

**MINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – OCTOBER 1, 2025
HYBRID REGULAR MEETING – 6:00 P.M.**

Item 1. Call to Order. Council Chair Sither called the regular meeting of the Scarborough Town Council to order at 6:00 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 - Absent
Councilor Karin B. Shupe – Arrived 6:28 p.m.	Councilor Jonathan E. Anderson
Council Chair April V. Sither	

Item 4. General Public Comments.

- Denise Hamilton of Two Rod Road, raised concerns about the closure of Scottow 'Hill Road, highlighting safety issues and the need for road repairs and guardrail replacement. She also commented on the town's term limits policy for committees and boards, urging the Council to allow the policy to function as intended to promote fairness and accessibility.
- Kelley Kusnirak of Pin Oak, raised concerns about traffic and pedestrian safety in her neighborhood, highlighting the need for better illumination at several intersections, including Pin Oak Drive and Maple Avenue, and the intersection of Green Acres, First Street, Sunset Road, and the 295 connector. She also expressed worry about the dangerous corner of Sawyer Road and Route 114 due to overgrown hedges, which have been a long-standing issue.
- Nina McKee of Black Point Road, commended the council for their hard work and suggested that the council might need to be larger to handle their responsibilities.

Item 5. Minutes: September 17, 2025 - Town Council Meeting. Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the minutes of the September 17, 2025, Town Council meeting, as written.

Vote: 5 Yeas. Motion Passed.

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 Town Council meeting.

Item 8. Town Manager Report. Thomas J. Hall, Town Manager, gave the following updates:

- **Street Lights**
 - Street lighting is typically focused on intersections.
 - The town is working with the veterinary clinic to simplify the confusing intersection near that location

- **Hedges along Route 114/Sawyer**
 - The hedge is almost entirely on private property. In the past, the town has been successful doing modest trimming
 - The Town does have permission to trim hedges and this has been scheduled with a contractor
 - Will update the Council as to when the timing is
- **Eastern Trail - Close The Gap**
 - Construction going as planned
 - Potential need to replace a drainage pipe- Meet with Property Owner
- **Scottow Hill Road Closure**
 - Regulatory restrictions - work cannot occur until Nov. 2025
 - Repair Options being evaluated -
 - Conventional repair estimate \$2M +
 - Removal/Restoration Option \$200K (grant opportunity)
 - Exploring feasibility of the permanent road closure- public outreach planned
 - Meeting scheduled with abutting property owner- Flaherty
 - Applying for NMRPC Grant which would cover the cost of restoration
- **Sawyer Street/Spurwink Marsh Update**
 - Public Meeting held on September 24
 - Cape Elizabeth to hold a workshop on October 8 - check-in on next steps
 - Formal Road Discontinuance required- Tentative Schedule:
 - October 15 - Town Council Discussion on Discontinuance
 - November 5 - Public Hearing
 - November 17 - Vote of Discontinuance
- **Dredge Update**
 - USACE Maintenance - Sampling underway
 - Meeting with Saco official for possible collaboration on Camp Ellis Project
- **Sustainable Scarborough Day**
 - October 5 - 10:00 AM to 2:00PM at Wentworth
- **Fire Prevention Open House**
 - October 18 from 10:00 AM to 1:00 PM @ Oak Hill Station
 - Fire, Police and Dispatch demos - Touch a Truck, K-9, Drone demonstration
- **End of Year Beach Report**
 - Park Rangers/Animal Control Officer/Reserve Officers
 - Data Collected from the 2025 Beach Season- 5/1/25 to 9/1/25
- **SEDCO Annual Report**
- **Recognition to Assessing Department**
 - 2025 Public Information Award - International Association of Assessors

- **Fire Department Open House**

- Fire Prevention Open House - Saturday, October 18 - 10:00 am – 1:00 p.m.
- 275 US Route One

- **Assessing National Award Recognition from the International Association of Assessing Officers.** Thomas J. Hall, Town Manager, announced that the Scarborough Assessing Department received the Public Information Program Award from the International Association of Assessing Officers for their successful reevaluation process. He then asked the Town Assessor to come forward.
- Nick Cloutier, Town Assessor, noted that Assessing Office was recognized for their excellent communication and public engagement efforts. The award was presented at the association's annual meeting in Orlando, Florida, where Scarborough was the only winner out of the whole world and the first jurisdiction in Maine to win this prestigious award. He went on to thank the town council, taxpayers, Communications Manager Allison Carrier, and his fellow assessing team members, including Marianne Solucci, Administrative Assistant, Erica Fennell, Administrative Coordinator and Sue Russo, Deputy Assessor, for their contributions to the successful reevaluation process.

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

Councilor Anderson noted the Finance Committee meets next Thursday, October 9th at 5:00 p.m. The Committee will discuss School Impact Fees, Beach Revenue Fees and the Turf Reserve Account. He went on to comment about the Housing Alliance and the conversation around what happened with the Marshview Project. There was discussion what we could potentially do around affordable housing to assist people. He had asked Councilor Fellows to revisit the term limits at the Rules and Policies Committee in October

- Councilor Donovan noted the Appointments Committee meeting is canceled due to no items on the agenda.
- Councilor Cain Councilor Cain noted the Communications Committee has been working on the survey, which will be out in the next couple of weeks. Results could be back sometime in November. He thanked everybody for helping out with Sustainability Day. Communications is working on is an effort to, have counselors push out into the community, into individual neighborhoods, and hopefully late October and into November. He went on to speak on the School Project Communications Committee and their outstanding efforts to get information out regarding the referendum questions on the ballot. There will be an article coming out in the October, Scarborough Living magazine covering the school project. Community Services has had a record turnout for their Soccer program and the basketball courts are finished.
- Councilor Shupe noted the Parks and Conservation Land Board has been busy, as one could tell by the Council Agenda. She noted that the Conservation Commission attended the Sawyer Street Workshop and they obviously support the removal of Sawyer Street, and just for the environmental considerations, and so that was good to have that in place of the meeting there. Ordinance Committee would be meeting Wednesday, October 8th at 5:00 p.m. We have a very busy agenda.
- Council Chair Sither Council Chair Sither reminded the Council of SEDCO's annual meeting is scheduled for Tuesday, October 28th. Please RSVP to attend, it's very typical for the full council to attend. She also had attended the Sawyer Street meeting. From my perspective and takeaway, it was a really good opportunity to, hear again from the public. Overall, she felt like the majority of the public speakers supported the removal and continue to support the efforts that the Council is making towards, advancing this. Cape Elizabeth residents, are also meeting with their council, and giving public comment to their council we are keeping a close eye on what is happening in Cape Elizabeth.

Order No. 25-087, 6:00 p.m. 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. Council Chair Sither opened the public hearing. As there were no comments either for or against, the hearing was closed at 6:39 p.m.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the second reading on the proposed amendments to Chapter 313-A - the Town of Scarborough Property Tax Assistance Ordinance.

Motion by Councilor Cain, seconded by Councilor Anderson, to move approval to amend the main motion to Section 5.(1).(c). to include an effective date the proposed increase in the amount of eligibility takes effect, as follows:

- c. \$1,000 through the end of fiscal year 2026 (June 30, 2026), and \$1,200 beginning in fiscal year 2027 (July 1, 2026). [Amended 06/07/2017; 06/24/2020; 03/21/2024]

Vote on Amendment: 6 Yeas. Motion Passes.

Main motion as amended:

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 11/07/2017; 06/07/2017; 04/18/2018]

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. \$1,000 through the end of fiscal year 2026 (June 30, 2026), and \$1,200 beginning in fiscal year 2027 (July 1, 2026). [Amended 06/07/2017; 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 04/18/2018]

Vote: 6 Yeas. Motion Passes.

Order No. 25-088, 6:00 p.m. Public hearing and second reading on the proposed amendments to Chapter 1301 – Town of Scarborough General Assistance Ordinance. [Social Services Coordinator - General Assistance] Thomas J. Hall, Town Manager 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 6:45 p.m.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the second reading on the proposed amendments to Chapter 1301 – Town of Scarborough General Assistance Ordinance, 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,	923	968	1,271	1,601	1,895

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					
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: Berwick, Eliot, Kittery, South Berwick, York	1,487	1,681	2,168	2,807	3,641

***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.

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

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	Monthly	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

Appendix G

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

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/>

Appendix H

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

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.

OLD BUSINESS: None at this time.

NEW BUSINESS:

Order No. 25-089. First reading and schedule a second reading, to approve the expenditure, in an amount not to exceed, \$192,500 from the Land Acquisition Reserve Fund to assist Maine Farmland

Trust in purchasing 39 acres located at 3 Fenderson Place, identified by the Scarborough Tax Assessors Map R003/Lot 021A [O'Donal Deering Farm], 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] Thomas J. Hall, Town Manager, gave an overview on this Order. The following individual spoke on this Order:

- Nina McKee of Black Point Road Black Point Road, stated if we have the money, we should support the recommendations being presented, because it will leave land open, and we need that, and that is what everybody wants. I hope everyone is in favor of all three recommendations.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading, to approve the expenditure, in an amount not to exceed, \$192,500 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 39 acres located at 3 Fenderson Place, identified by the Scarborough Tax Assessors Map R003/Lot 021A [O'Donal Deering Farm], 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 and schedule a second reading for Wednesday, October 15, 2025.

Vote: 6 Yeas. Motion Passes.

Order No. 25-090. First reading and schedule a second reading, to approve the expenditure, in an amount not to exceed, \$250,000 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 30 acres located at 91 Mussey Road, identified by the Scarborough Tax Assessors Map R055/Lot 014 [Nonesuch River Preserve], 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] 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, to approve the expenditure, in an amount not to exceed, \$250,000 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 30 acres located at 91 Mussey Road, identified by the Scarborough Tax Assessors Map R055/Lot 014 [Nonesuch River Preserve], 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 and schedule a second reading for Wednesday, October 15, 2025.

Vote: 6 Yeas. Motion Passes.

Order No. 25-091. First reading and schedule a second reading, to approve the expenditure, in an amount not to exceed, \$300,000 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 25 acres located at 166 Spurwink Road, identified by the Scarborough Tax Assessors Map R098/Lot 020, 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 Land Board, gave an overview on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading, to approve the expenditure, in an amount not to exceed, \$300,000 from the Land Acquisition Reserve Fund to assist the Scarborough Land Trust in purchasing 25 acres located at 166 Spurwink Road, identified by the Scarborough Tax Assessors Map R098/Lot 020, 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 and to schedule a second reading for Wednesday, October 15, 2025.

Vote: 6 Yeas. Motion Passes.

Order No. 25-092. Act on the request to authorize Community Services to donate a Toro Sand Pro Model Infield Dragger to the Scarborough Little League and to authorize the Town Manager to sign any necessary paperwork. [Community Services Director] Thomas J. Hall, Town Manager, gave an overview on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to authorize Community Services to donate a Toro Sand Pro Model Infield Dragger to the Scarborough Little League and to authorize the Town Manager to sign any necessary paperwork, as presented.

Vote: 6 Yeas. Motion Passes.

Order No. 25-093. Act on the request from the Marine Resource Officer to expend funds from the Working Water Front Reserve Fund to be used for upgrades to the Municipal Pier and town boat ramps. [Marine Resource Officer] Thomas J. Hall, Town Manager and Dayren Granata, Marine Resource Officer, gave an overview on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval on the request from the Marine Resource Officer to expend funds from the Working Water Front Reserve Fund to be used for upgrades to the Municipal Pier and town boat ramps, as presented.

Vote: 6 Yeas. Motion Passes

Order No. 25-094. Act on the request set the date and time for the regular Municipal Elections for Tuesday, November 4, 2025, at the Scarborough High School – Alumni Gym; sign the Warrant; appoint the warden and warden clerk, set the hours for voter registration, and act on appointments of election clerks, pursuant to Chapter 200 – Article VIII. Nomination and Elections, Title 21-A,§503 and authorize the Town Clerk to make any additional appointments as necessary. [Town Clerk’s Office] A brief overview was given on this Order.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval on the request set the date and time for the regular Municipal Elections for Tuesday, November 4, 2025, at the Scarborough High School – Alumni Gym; sign the Warrant; appoint the warden and warden clerk, set the hours for voter registration, and act on appointments of election clerks, pursuant to Chapter 200 – Article VIII. Nomination and Elections, Title 21-A,§503 and authorize the Town Clerk to make any additional appointments as necessary, as presented.

WARRANT
STATE REFERENDUM AND MUNICIPAL ELECTION
(20-A M.R.S.A. § 1486 and 2307)
TOWN OF SCARBOROUGH
TUESDAY, NOVEMBER 4, 2025
DAY AND DATE OF ELECTION

Municipality: Scarborough

Voting District: Town Wide

Voting Place Name: Scarborough High School

Voting Location: 11 Municipal Drive

Polls Open at 7:00 A.M.

Polls Close at 8:00 P.M.

Absentee Ballot Processing (check all that apply):

Processed by: Clerk (Centrally) ☐ X Clerk (At Polls) ☒

Date/Time of Processing:

X **During** Election Day (11/04/2025) Processing Time(s): 01:30 p.m. & 7:30 p.m.
Only after 8:00 p.m. on Election Day (11/04/2025): _____

County of Cumberland, ss State of Maine

To: Mark A. Holmquist, the Police Chief of Scarborough:

You are hereby required in the name of the State of Maine to notify the voters of the Town of Scarborough of the State Referendum and Municipal Election, as described in this warrant.

To the Voters of the Town of Scarborough:

You are hereby notified that an election for the purpose of a State Referendum and Municipal Election will be held on Tuesday, November 4, 2025 at the Scarborough High School Alumni Gymnasium, located at 11 Municipal Drive:

TOWN COUNCIL

THREE (3) Year Term
Vote for TWO (2)

Hayes, Michelle T.
Shupe, Karin B.

**SPECIAL ELECTION FOR
BOARD OF EDUCATION**

to fill a vacancy created by Alissa K.
Peterson with a term to expire 2027

Vote for ONE (1)
Maurer, Crescencia

SANITARY DISTRICT

THREE (3) Year Term
Vote for TWO (2)

D’Amelio, Anthony J.

Referendum Question No. 1:

Shall the Order entitled “**ORDER AUTHORIZING ISSUANCE OF UP TO \$129,850,000 IN GENERAL OBLIGATION BONDS OF THE TOWN OF SCARBOROUGH TO FUND COSTS FOR A NEW 8-CORNERS PRIMARY SCHOOL AND RENOVATE/EXPAND PLEASANT HILL, BLUE POINT, WENTWORTH AND THE MIDDLE SCHOOL TO REMOVE ALL PORTABLE CLASSROOMS**” be approved?

RECOMMENDATION.

The Town Council and the Board of Education recommend approval of this question.

FINANCIAL STATEMENT

1. Total Indebtedness as of July 3, 2025:
- | | |
|-----------------------------------|---------------|
| A. Bonds outstanding and unpaid: | \$ 78,455,000 |
| B. Bonds outstanding and unpaid: | \$ 2,882,225 |
| C. Bonds authorized and unissued: | \$129,850,000 |
2. Costs:
- The estimate cost of this bond issue, based on an estimated interest rate of 3.75% for an estimated thirty (30) year maturity, issued in 3 installments commencing in 2026, is as follows:
- | | |
|------------|---------------|
| Principal: | \$129,850,000 |
|------------|---------------|

Interest:	<u>\$ 75,475,313</u>
Total Debt Service	\$205,325,313

A property currently valued at \$600k will be taxed an estimated \$11,580 over the term of the bonds, averaging \$386 per year.

3. Validity:

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

S/_____
Donna Rosacha
Town Treasurer

Referendum Question No. 2:

Shall the Order entitled "IN THE EVENT THAT REFERENDUM QUESTION NO. 1 RECEIVES A FAVORABLE VOTE, ORDER AUTHORIZING THE ISSUANCE OF UP \$10,000,000 IN GENERAL OBLIGATION BONDS OF THE TOWN OF SCARBOROUGH TO FUND COSTS FOR THE EXPANSION TO THE MIDDLE SCHOOL TO ACCOMMODATE EXPECTED ADDITIONAL ENROLLMENT" be approved?

RECOMMENDATION.

The Town Council and Board of Education recommend approval of this question.

FINANCIAL STATEMENT

1. Total Indebtedness as of July 3, 2025:

A Bonds outstanding and unpaid:	\$78,455,000
B Bonds authorized and unissued:	\$ 2,882,225
C Bonds to be issued if this Article is approved:	\$10,000,000

2. Costs:

The estimate cost of this bond issue, based on an estimated interest rate of 3.75% for an estimated thirty (30) year maturity, issued in 2 installments commencing in 2027, is as follows:

Principal:	\$10,000,000
Interest:	<u>\$ 5,812,500</u>
Total Debt Service	\$15,812,500

A property currently valued at \$600k will be taxed an estimated \$900 over the term of the bonds, averaging \$30 per year.

3. Validity:

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

S/ _____
Donna Rosacha
Town Treasurer

The polls shall be opened at 7:00 A.M. and closed at 8:00 P.M.

Absentee Ballots shall be processed as noted above.

The Registrar of Voters will hold office hours during regular business hours of the Town Hall and at the Polls to correct any error or change a name or address on the voting list, to accept the registration of any person eligible to vote, and to accept new enrollments.

A person who is not registered as a voter may not vote in any Scarborough election.

Given under our hand this 1st day of October, 2025, at Scarborough, Maine. Signed by a majority of the Town Council.

A True Copy Attested:

Date:

ELECTION WORKERS FOR THE NOVEMBER 4, 2025 ELECTION:

Alyson Bristol	Janice Rogan
Ashley Collins	Karen Morrill
Beverly Dahms	Karolyn Lowe
Blue Smith	Linda Cohen
Brittaney Jackson	Lorraine LaChappelle
Cathy Brunt	Margaret Smetana
Cathy Hendrix	Maria Connolly
Charlene Gilchrest	Marie Eschner
Cheryl Plowman	Marjorie DeSantis
Cindy Kueck—Warden	Mary Ellen Brown
Darlene Greenfield	Pat Dunn
Diane Warren	Paul Wolf
Doug Friedman	Susan Griffin
Elizabeth Grant	Vera Dobbs
James Horrigan	

Vote: 6 Yeas. Motion Passes.

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

Item 11. Council Member Comments.

- Councillor Shupe spoke on eliminating term limits for committees. Noting that she has served on the Appointments and Negotiations Committee for the last 3 years. We spent a lot of time over those years coming up with an ordinance. Typically, if an ordinance goes into effect, you want to give it a little bit of a time to see how it is working. I do think we should give the ordinance a little more time to see if it works. Check in with the committees, the chairs and the liaisons to get their perspectives.

- In response to a question from Councilor Cain regarding if somebody terming out, Councilor Shupe noted they would have to wait a year, or if they stay on if there is no replacement.

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 7:15 p.m.

Respectfully submitted,

Yolande P. Justice
Clerk to the Council