

MINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – NOVEMBER 7, 2018
REGULAR MEETING – 6:00 P.M.

Item 1. Call to Order. Chairman Donovan 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, Town Clerk. Thomas J. Hall, Town Manager was also present.

Councilor Shawn A. Babine	Councilor Jean-Marie Caterina
Councilor Robert W. Rowan [Arrived Late]	Councilor Peter F. Hayes [Arrived Late]
Councilor Kathleen M. Foley	Councilor Christopher J. Caiazzo – Vice Chair
Chairman William J. Donovan	

Chairman Donovan welcomed Councilors Elect Paul Johnson and Donald Hamill who were also present at the table this evening.

Item 4. General Public Comments. None at this time

Item 5. Minutes: October 17, 2018 - Regular Town Council Meeting. Motion by Councilor Babine, seconded by Councilor Caterina, to move approval of the minutes of the October 17, 2018, regular Town Council meeting.

Vote: 5 Yeas.

Item 6. Adjustment to the Agenda. None at this time.

Item 7. Items to be signed: a. Treasurer's Warrants. The Treasurer's Warrants were signed during the meeting.

Order No. 18-074, 6:00 p.m. Public Hearing on the proposal to establish a Downtown Tax Increment Financing District, including the authorization of a Credit Enhancement Agreement for The Downs, Crossroads Holdings, LLC and the adoption of Downtown Redevelopment Plan. [Town Manager] Mr. Thomas J. Hall, Town Manager, gave a brief overview on the history of this item. The public hearing this evening is a requirement of the process. The notice had been placed ten days in advance and information had been available to the public for review and is included in this evening packet.

Mr. Hall stated that there were 3 parts to this proposal: 1– the Scarborough Downtown Omnibus Municipal Development and Tax Increment Finance District; 2– the Downtown Redevelopment Plan and 3–the Credit Enhancement Agreement. He then reviewed a slide presentation that covered the proposed Downtown TIF District map and boundaries; the proposed Downtown Development Plan; the Credit Enhancement Agreement development scenario comparison, Goals, agreement details and agreement reimbursements as well as the Agreement Performance Standards, Reimbursement Caps and Reimbursements.

The following individuals spoke on this Order:

- Andrea Killiard, Chair of the Scarborough Economic Board of Directors and Kevin Freeman, Past Chair of Sedco were both present this evening to comment on this Order. Ms. Killiard stated that the Town Council received a letter from the Sedco Board and went on to review portions of the letter. Board letter is as follows:

“To Scarborough Town Council

Overview

The Board of Directors of the Scarborough Economic Development Corporation's mission is to support economic and business development to improve the quality of life in Scarborough.

In light of our mission, we have reviewed the current project proposed for the Scarborough Downs' property and find compelling reasons to support the project as proposed, to support the formation of the Downtown Tax Increment Financing District, and to support the proposed Credit Enhancement Agreement with Crossroads LLC.

This memo summarizes our key findings. As a reminder, our board includes expertise in the fields of marketing, real estate analysis, construction, engineering, real estate law, small business, retail, lending and senior care.

While we are focused on the economic benefits, the Board absolutely recognizes that the Town Council must look at this project through a number of lenses, not just economic development, to come to a decision. That said, from the SEDCO Board's perspective, The Downs project has the potential to be one of the most significant projects in the town's history and positions Scarborough for success in a highly competitive regional and national market place for jobs.

Key Findings: Downtown TIF

Two fundamental questions are before the Council. First, should the Town designate an area that includes Oak Hill and the Scarborough Down's Property as a Tax Increment Financing District (TIF). Second, should the Town enter into an agreement with Crossroads LLC., to reimburse a portion of the developer's future property taxes.

The concept of designating the area of Oak Hill and the Downs as a TIF District acknowledges the potential role of both the Oak Hill area and the Downs property to serve as a town center for Scarborough. The TIF District is an economic development tool that provides the town with additional options for financing services and facilities which serve community and economic development goals. A TIF district is also required if a community chooses to enter into a Credit Enhancement Agreement {CEA} with a developer.

In this case, the town is seeking to designate the area under the special provisions of a "Downtown" TIF, which is the only type of TIF that would allow the Town to enter into a partnership with a private developer to lease space for a Community center. The Downtown TIF designation has additional features which make it ideal for Scarborough's needs- such as a downtown TIF is not limited in acreage

The concepts for the Downtown are profiled in the strategy, "A Downtown for Scarborough". This document is required for the designation of a downtown TIF and was compiled based on the Downs proposal, the Comprehensive Plans and existing studies.

Given that the Downtown TIF provides options for the Town to both plan for and finance improvements for economic development activities for both the Oak Hill area and the Downs, the Board supports the strategy and the creation of the Downtown TIF.

Key Findings - Credit Enhancement Agreement for Crossroads, LLC.

Within a designated TIF district, towns have the option of entering into an agreement with developers to offset certain costs by returning a percentage of new property taxes for a period of time. This type of an agreement is known as a Credit Enhancement Agreement (CEA).

The agreement is based on the property tax created by new development within the designated TIF district. Reimbursement of existing property taxes is not allowed. All parties to such an agreement must pay their full share of property taxes due on the new development. Once the taxes are paid, the Town may reimburse a portion of those taxes back to the developer for a period of time as specified in a credit enhancement agreement.

The reimbursement is a function of the new value created, which means should new taxable value not be created, and no new property taxes are collected, then no reimbursement takes place.

In the case of Scarborough Downs, Crossroads LLC, the developer of the property is requesting assistance from the town to offset a portion of the cost of providing key infrastructure throughout the property. This investment allows the developer to provide a better mix of development sooner, bringing along non-residential development with the residential development. The non-residential development helps offset the costs associated with residential development.

The SEDCO Board of Directors supports the Credit Enhancement Agreement as proposed for the following reasons:

- 1) Under this agreement, the developer assumes the risk of paying for the infrastructure required to support the proposed project. Unlike Haigis Parkway, where the Town bonded and constructed the infrastructure, the developer assumes the upfront risk of paying for the needed infrastructure.*
- 2) With assistance in the form of this agreement, the developer proposes to build just under 1.9 million square feet of non-residential development resulting in a potential of 2,400 jobs in the Community. This level of development will have indirect impacts as well, with additional jobs and spending throughout the community.*
- 3) This level of development moves us closer to the Town's goal of creating a diversified tax base with 25% of that base from non-residential development.*
- 4) The development includes just under 2,000 housing units with approximately 30% of those as single family and another 27% as age restricted units. The mix of structures increases the diversity of the Town's housing stock, providing opportunities for workers to live in proximity to employment centers. This level of development could result in an additional 3,600 residents, providing customers to existing Scarborough businesses.*
- 5) The project is unique in its scale and adherence to the articulated policies of the 2006 Comprehensive Plan and the draft 2018 Comprehensive Plan Update.*
- 6) The mix of uses within the 500 acres creates a modern approach to nonresidential development, providing Scarborough with office and production space in proximity to services, restaurants and retail.*

- 7) The project will have a spillover effect for Haigis Parkway. The proposed activity at Scarborough Downs is already stirring interest along Haigis.
- 8) The project offers the opportunity to create a diverse and attractive center of town that will support Oak Hill and The Downs. This vision of the future will attract future employers as well as create a center of activity for our residents.
- 9) The project contains manufacturing and production space, which is in critically short supply in Scarborough and the region. The CEA helps to offset the cost of bringing the services to the section of the development where these uses are permitted. By bringing the services in first few years, the developer is able to capture this market now.
- 10) Crossroads LLC., is the only developer within a long list of potential buyers of the Scarborough Downs property over the last five or so years that had the knowledge and faith in the community to follow through with the purchase. Partners that comprise Crossroads LLC are local and well known.
- 11) The negotiation process with the developers took into consideration the cost to serve for line item departments. Estimates and projections of both service costs and revenues were used to guide the negotiation process. While other towns may offer higher reimbursement agreements as incentives for economic development, the Town wanted to insulate current tax payers by reserving adequate funds for providing services.
- 12) The revenues do not include capital costs. We understand that the developer will be paying impact fees in the neighborhood of \$29 Million combined for schools, roads and sewer. In addition, the developer is responsible for certain roadway impacts that are determined in site plan process.
- 13) The revenues do not include any projection for equipment taxes for businesses located on the property, nor does is forecast potential revenues from fleet vehicles. This provides an additional cushion in the cost to revenue calculation.
- 14) Under the CEA, the developer will be reimbursed up to 40% of their property taxes based on new value creation. If there is no new value created, 40% of zero is zero. If they underperform, their reimbursement is reduced and potentially stopped.
- 15) The reimbursement is capped at \$55 million, with an additional provision that would allow them up to \$2 million per year, once they meet all of their performance standards. Based on their buildout scenario, they may receive up to \$81 Million, again, if they meet their performance standards. \$81 million would represent 16% of total projected new property taxes for the 30- year period.
- 16) The performance standards ensure that the developer creates the non-residential value promised in the development program.
- 17) The project preserves the possibility of including a community center and a main street, items desired by many residents. Further, the CEA lays out a process to let the residents determine the features of a potential community center, the associated costs and an agreed upon way to pay for the center.

For all of the above reasons, the SEDCO strongly endorses this project as presented. Crossroads, LLC has introduced a vision of the Downs property that fits the goals of the

Comprehensive Plan, takes advantage of the transportation logistics and provides significant economic development opportunities for residents and businesses.”

- Kevin Freeman of Sterling Wood Drive and a member of Board for the past 6 years and a 30 year veteran in the construction business. He has run into Tax Increment Finance Districts a lot of times. The one being presented to the town is a reasonable one. It would give the Town an opportunity to balance out. We have seen many developments for Scarborough Downs and all have failed. The time is now and he encouraged the Council to consider this proposal and vote in favor of it.
- Dennis Mean of Jameco Mill Road and a member of the Portland Regional Chamber read a prepared statement from the Chamber:
“To Members of the Scarborough Town Council:

On behalf of the Portland Regional Chamber of commerce, we would like to submit this letter of support for the proposed development of the Scarborough Downs property as well as the Tax Increment Financing Districts and the Credit Enhancement Agreement that have been negotiated between the town and the developers. This proposed development project directly aligns with the mission of our organization which is to support and promote prosperity in our region as well as a healthy and vibrant business community – In an effort to provide economic opportunity for all.

This proposal is one of the larger developments our region has seen and will have an incredible economic impact, both In Scarborough and within the surrounding area. It has all of the elements one would look for in a proposed development project in their community - It creates jobs, increases our housing inventory, provides affordable housing options, establishes new commercial space and adds significant tax revenue to the Town of Scarborough. In our view, it is a critical project that creates smart growth and directly meets the needs of the Greater Portland community.

We feel strongly that this proposal and process have been thoughtful, inclusive of the community and thoroughly vetted. The group behind this effort are long-time Scarborough residents who have lived and worked in this area for decades and have an intimate understanding of the community around them. The level of investment they are providing will have long-lasting benefits far exceeding the boundaries of Scarborough. Furthermore; the vision set out for this property fits squarely within not only the town's comprehensive plan but also the desires of those who live and work in the area - It creates a suburban location with urban amenities. This will undoubtedly play a critical role in supporting the growth and economic development the Greater Portland area is currently experiencing and we hope continues to experience for years to come.

We thank you for the opportunity to submit this letter of support for the Scarborough Downs proposal and hope that the Council will vote in favor to bring this level of investment to the region. Best Regards – Al Swallow, Board Chair and Quincy Hentzel, CEO”

- Art Dillon, Volunteer President of the Scarborough Community Chamber of Commerce, read the following letter in support of the District:
“The Scarborough Community Chamber of Commerce Board of Directors has unanimously voted in favor of the proposed Tax Increment Financing (TIF) districts and the Credit Enhancement Agreement (CEA) with developers of the Scarborough Downs property (Crossroad Holdings).

The proposed plan, with caps and requirements included by the Town, affords a controlled and balanced use of the property. The CEA is performance based; there are no upfront costs to the Town. The numbers may be large but they are fair and reasonable, with both the developer and

the Town winning in the end. This is an once-in-a-lifetime opportunity that will be a huge boon for our town and all of its citizens.

Crossroad Holdings is not only a reputable company with many years of combined experience, it's also comprised of Scarborough residents who have lived and worked in this community for over fifty years. They took the initiative to work with the Town's own comprehensive plan from the beginning, and they have a clear vision for what we believe will be very beneficial to our town.

Development of this area is inevitable. This will happen, and in a relatively short time period, with or without this agreement. The Town, Town Council, Scarborough Economic Development Corporation have done an exceptional job vetting and negotiating this proposal, which would allow the Town to have a voice throughout the process and work closely with the developers over the course of this project.

On behalf of our membership, Board of Directors and the business community at large, we hope you, the Town Council, will consider agreeing to this proposal so that we can seize this extraordinary opportunity.

Sincerely, Scarborough Community Chamber of Commerce”

- John Grew of Federal Way spoke in support of the proposal. He felt that this would be a good investment and felt the town would be in more control. He spoke on the jobs that this proposal would bring as well as affordable housing and to have a real town center would be a plus.
- Dave Merrill of Jameco Mill Road thanked everyone for work on this proposal and encouraged the council to support it. He worked on the Comprehensive Plan and has served on numerous town committees over the past 15 to 17 years. There had been thought that this property would be a mess and mass development that would happen and that is not the case. We have a local developer with a good plan and we should not let this opportunity pass. Both sides are in a win/win position. If this is rejected it will suck the life out of this town.
- Kerem Durdag of Haystack Circle was an excited about this project and went on to explain why. He felt that a son of Scarborough wants to take this on, is amazing and further commented on why. We need to take an advantage of this opportunity. Infrastructure is civilization. The stakes are high, but be bold. He was not in favor of a referendum that is why we have elected officials, to make the tough decisions.
- Wendy Powers of Ramsay Terrace spoke in support of the project and did not agree with this going out to a referendum, that is why we an elected body. This company wants to invest in the Town's future.
- Susan Hamill of Bay Street had many questions and concerns. She referenced a letter that had been submitted to the Town Council asking that it be made part of the record:

*“Public Comments on Proposed
Scarborough Downtown Omnibus Tax Increment Financing District
and Related Credit Enhancement Agreement*

November 7, 2018

To: Members of the Scarborough Town Council

Please accept the following comments with respect to the proposed TIF/CEA which are the subject of the public hearing on November 7, 2018. We do not believe the proposed TIF District and Credit Enhancement Agreement are in the best interests of Scarborough residents and taxpayers for the following reasons:

1. The TIF/CEA provides a tax rebate of more than \$80 million to a private developer. Those are future tax dollars that will not be available to pay for routine municipal and school expenses.
2. The \$80 million tax break does not include the costs of either a community center or a "downtown." Those will be paid for with **future CEAs**. Those costs could easily amount to \$30-\$40 million of additional tax rebates to a private developer.
3. The \$80 million tax break for the developer bears no verifiable relationship to the cost of the infrastructure that will be provided by the developer. If the cost of the infrastructure is really \$50 million, the Town will have unnecessarily wasted \$30 million of taxpayer funds. The Town has made no independent effort to quantify and verify the engineering costs of the proposed infrastructure. This is a major failure of fiduciary duty.
4. From the beginning of the process, the TIF/CEA has been driven by the desires of only two individuals - Council Chair Donovan and Town Manager Hall. They say that the TIF/CEA reflects the vision of the Town, based on the 2006 Comprehensive Plan and additional public feedback. But we believe the TIF/CEA primarily reflects the vision of Scarborough shared by Donovan and Hall, as opposed to a broad cross-section of Scarborough residents.
5. One of the main drivers for the TIF/CEA is that it creates the possibility of a new "downtown" for Scarborough. Yet public opinion on the need for such a downtown is sharply divided, especially if the cost of such a downtown is \$80 million or more. There has been no attempt by Town officials to determine what taxpayers are willing to pay for a "downtown..."
6. **The Town has no TIF/CEA policy.** Despite a disastrous experience with the Haigis TIF and questionable experience with the New England Expedition (i.e., Cabela's) CEA, the Town has still not developed a policy on TIF/CEAs. Clearly TIF/CEAs are among the most important financial transactions the Town will ever enter into, yet there is no policy in place to guide the acceptable parameters and terms for these financial vehicles. This is another breach of fiduciary duty by the Town Council.
7. Messrs. Donovan and Hall maintain that the TIF/CEA will "financially benefit" the Town. What does that mean in terms of projected tax rates, especially after the massive tax break given to the developers? There have been no projections of tax rates associated with the TIF/CEA that we are aware of.
8. The main reason given for the "partnership" between the Town and the private developer is that it allows the Town to have more control over what is ultimately built at Scarborough Downs. But the limits on what can be built at Scarborough Downs are already in place through the Town's thoughtfully developed zoning ordinances. The Planning Board assures compliance with the zoning ordinances, including the Growth Permit ordinance which already restricts residential growth at Scarborough Downs and throughout the Town. (This assumes, however, that the Town will not modify the current Growth Permit ordinance to allow the developer as many growth permits as he needs - as he has already suggested should be the case). It is not at all clear how much more, if any, control the "partnership" provides to the Town.
9. In addition to the Scarborough Downs property, the proposed "Downtown TIF District" includes Oak Hill and a stretch of Route 1 from about Hillcrest Avenue to the current entrance to Scarborough Downs. This is one of the largest such districts in the entire State. Any future development or improvement of commercial property in the non-Scarborough

Downs areas will automatically be eligible for a CEA. Will every developer who builds or upgrades properties in those areas request a CEA? (Why wouldn't they?) How will decisions be made on who receives a CEA and who doesn't? Is there a limit on the amount of tax dollars that will be transferred from taxpayers to developers via CEAs? This underscores the fact that the Town does not have a TIF/CEA policy.

10. The TIF/CEA provides a questionable mechanism for the Town to avoid issuing debt for the Downs infrastructure, a community center and a new "downtown." Taxpayers are obviously still paying for these projects - just indirectly via the CEA. (There are still no free lunches!) By using the TIF/CEA structure, the Town can avoid the referendum approval process required by the Charter for bonding projects costing more than \$400,000. **This removes a key check that taxpayers currently have over Town spending plans.** It also reminds many residents of the approval of the financing of the current Town Hall that happened in the mid-1980s when a similar TIF process was used to override residents' two refusals to approve bond issues for a new Town Hall.

11. While the TIF/CEA structure avoids adding to the Town's huge debt load, its impact is in some ways worse. We are simply replacing annual debt payments with annual tax rebates to the developer for 30 years. While debt can be paid off early, the CEA cannot. And, unlike debt, the remaining liability of CEA payments will not be easily determined in evaluating the Town's financial status.

12. The financial analysis of the CEA relies on projections that go 30 years into the future. Yet some members of the Town Finance Committee have consistently stated that it is impossible to project tax rates for even one year beyond the budget year when we have asked for multi-year financial projections. "Impossible to predict," they have said. And "too many variables." So if we can't project out for two years, how can we possibly make reliable projections out 30 years on the impact of the CEA?

13. In most major decisions, one would expect a list of advantages and disadvantages, to be weighed – in the case of a Town decision - by the people of the Town. But in this case, the TIF/CEA is remarkable - it only has advantages. It appears that Messrs. Donovan and Hall have made all the judgments that need to be made ... and there is no need for the public to understand what judgments were made for them.

14. There is no approved Masterplan for the Scarborough Downs project which will benefit from the CEA. Instead, there is a phased approval process in place, that is, the project is being approved just one phase at a time over a period of months and perhaps years. This rolling approval process makes a mockery of the "Masterplan" process which presumably is designed to assure that the totality of the project complies with Town zoning requirements. How is it possible to approve CEA financing of the Scarborough Downs project without a complete and approved Masterplan.

15. The "independent financial review" the Town arranged for is unconvincing at best. It was prepared by a financial analyst who specializes in "market rationalization, sales potential forecasting, sales optimization, format strategy, go-to-market strategy. While some of these skills may apply to the revenue side of the financial analysis, none of them relate in any manner to the municipal expense portion of the analysis. We were unable to find any evidence that this analyst has any experience with the specialized field of TIF/CEAs. The two financial reviews prepared by the analyst contain numerous caveats, as well as scope exclusions. The reviews were by no means a "clean bill of health" for the Town-prepared financial analyses.

16. *The financial analysis shared with the public so far has not provided any sensitivity analysis beyond the "no CEA" scenario (supplied by the developer). Most financial analyses of major transactions include a range of "what if" scenarios. These are particularly important in assessing the risk of major assumptions being incorrect. For instance, what if the actual number of new students ends up being 500 instead of the projected 350? What is the impact on the tax rate?*

17. *The formal Credit Enhancement Agreement is startlingly vague on a number of significant financial and operational issues which the Town will live with for the next 30 years. In particular, the three sections about potential future projects on the Scarborough Downs property are vague to the point of meaninglessness. The three potential projects are: a community center, a new "downtown," and a new school building. In the sections of the CEA dealing with these projects, there are references to the developer agreeing to "reserve land" for the projects without specifying the amount or location of the land or its price. There is also the statement that "[i]t is the expectation of both parties that the Developer will be a prominent participant in such process," i.e., a public process to set the parameters of the projects. We have no idea what it means to be a "prominent participant" in these processes, and we fear that it will have even less meaning to any successors to the original parties to the agreement.*

18. *The Town Council steadfastly refuses to hold an advisory referendum on the proposed TIF/CEA. Is this because the Council is convinced that a clear majority of residents do not approve of the TIF/CEA tax break as currently structured? It is difficult to come up with another explanation for the Council's refusal to obtain direct citizen input. Town residents should have a direct voice in approving the largest financial transaction in the Town's history.*

19. *The CEA is structured with significant incentives for the developer to complete the project as soon as possible. The sooner the project is completed, the sooner the annual \$2 million per year "bonus" payments to the developer will take place. The faster he builds, the more money he gets. An extremely aggressive buildout of the property will potentially leave the Town scrambling to provide municipal and school services to keep up with the rapid growth. This is a major misalignment of incentives in the CEA.*

20. *The crucial unanswered question about the proposed TIF/CEA is "what is the Town getting in return for paying more than \$80 million of future tax dollars to a private developer?" Until taxpayers get a full and unbiased answer to that question, the currently proposed TIF/CEA should not be approved.*

Thank you for including our comments in the public record of the November 7, 2018, public hearing. Respectfully submitted,

Russell Coon, John Frazier, Carroll Gautreau, Susan Hamill, Steve Hanly, Larry Hartwell, Brian Kanode, Paula O'Brien Scarborough, Maine residents"

- Jeff Leighton of Jameco Mill Road stated that he had attended all three of meetings on this subject and felt that the town had done its homework. Slow is the way to go, 30 years is good. He hoped that the Council would support the program.
- Chris Pallotta of Woodside Drive spoke in favor of the Project and asked how much more data does the Council need? He hoped that the Council had digested all the information that had been presented and asked that it be moved forward. Everything falls in line with the Comprehensive Plan.

Chairman Donovan noted that there have been two independent audits done on this and the reports are out on the web.

- Russell Coon of Eastern Road, a retired CPA, spoke on whether this proposal has had a Risk Assessment done. In his professional life if this proposal had come forward, it would have been thrown out.
- Barry Tibbets of Berry Road stated that he has lived in Scarborough for 45 years and was the former Town Manager of Kennebunk. Kennebunk developed a TIF district and the monies from that helped re-develop the downtown area. In reviewing the Downs proposal he felt that the percentages that the developers gets was very conservative. A TIF is the only economic tool that municipalities can use. As part of the TIF the town could add a clause that would state that any expenses that the Town had incurred, the developer would pay for that; taxpayers are not paying for the service. The Town could also add setting up a revolving loan fund which could be used to help with technology; use for snow plow, GIS, setting up Wi-Fi, marketing of the downtown as well as for events. Mr. Tibbets felt this would be a good investment for the town and Kennebunk also had opposition. This should be kept at the Council level and not go out to a referendum vote.
- Travis Kennedy of Beech Ridge Road spoke in favor of the TIF District and went on to speak about the CEA portion. We need to be willing to take a risk and the proposal was not perfect, but having a steak in the partnership is better than standing on the sidelines. He did not support sending this out to referendum, this is not how government works. There is an established process in place and felt that this was fair deal for the town
- Carroll Gautreau of Jameco Mill Road spoke in favor of an advisory vote. Residents are concerned and want to be heard. He did not suggestion no vote, just suggesting as how we control the mix. Referendum advisory vote and the formula should be looked at. He presented a packet of signed petitions supporting an advisory vote on the Scarborough Downs TIF/CEA.
- Sam Marcisso of Ruby Mae Lane and a business owner, stated that now is the time to develop Scarborough Downs, there is no developer better than this business. He urged the Town Council to take a vote, adding that he did not agree with a referendum vote.
- Cindy Kueck of Moors Point Road agreed with this proposal. She spoke on the coast of having special elections and gave data to show this. People may not have the time to do the research and you [the council] are elected to make these decisions. Please do not cave in and put this to out to a vote.
- Rory Lee of Mitchell Hill Road full supported the TIF and CEA – likes the potential in this development. The affordable housing is a good investment. She had taken the time to read the information and found it very informative.
- Scott Conner of None Such Cove Road supports the proposal and a council vote.
- Al Lappin of River Woods drive has lived here for over 30 years and to say he was impressed with the project was an understatement. This would be a huge win win to the Town. He wan not a fan of putting this out to referendum. This should move forward and asked the council to move forward.
- Patrick O'Reilly of Wildrose Lane and a lifelong resident of Scarborough as well as a business owner and former council member encouraged the Council to vote on this project. It would be a good thing for Scarborough.

- Kenny Mayo, a new resident to Scarborough felt this was a great opportunity. He had moved his family to southern Maine for jobs. He also felt that this should not go out to referendum and asked the Council to its job and move this forward.
- Jim Damicis of Hampton Circle also has been working on this project. They have local developers working on this project. Economic Development on this project had been fully vetted. This development is what this area needs and encouraged the Council to move forward on this project.

There being no further comments either for or against, Chairman Donovan closed the public hearing at 7:25 p.m. and called for a brief recess. The meeting was reconvened at 7:35 p.m.

Order No. 18-063, 7:00 p.m. Public Hearing on the proposed amendments to the Town of Scarborough Zoning Map. [Property Owner] Dan Bacon of Gorrill Palmer representing Crossroads Holdings, LLC, gave a brief overview on this Order. Chairman Donovan opened the public hearing. There being no comments either for or against, the hearing was closed at 7:38 p.m. The second reading on this Order has been scheduled for Wednesday, November 28, 2018.

Order No. 18-067, 7:00 p.m. Public Hearing on the proposed amendments to Chapter 405, Zoning Ordinance, Section XII. Sign Regulations, subsection J. Temporary Signs. [Ordinance Committee] Councilor Caterina gave a brief overview on this Order. Chairman Donovan opened the public hearing. There being no comments either for or against, the hearing was closed at 7:39 p.m. The second reading on this Order has been scheduled for Wednesday, November 28, 2018.

Order No. 18-068, 7:00 p.m. Public Hearing on the proposed amendments to Chapter 1401, Coastal Waters and Harbor Ordinance, Article V- Regulations Concerning Anchoring, Mooring and Security of Vessels, Section 1a. Placement of Private Moorings. [Ordinance Committee] Councilor Caterina gave a brief overview and then asked Councilor Hayes if he had anything further to add. Councilor Hayes noted that the Coastal Waters and Harbor Committee reviewed the changes and then it went back to the Ordinance.

Chairman Donovan noted that Angelo Mazzone, the new Harbor Master and former detective with the Police Department, was present and asked if he would like to make any comments. Mr. Mazzone thanked Chairman Donovan and went on to voice his concerns with a few of the proposal and asked if there was a way to revisit the recommendation.

Councilor Hayes suggested that this should be sent back to the Coastal Waters and Harbor Committee to further review with the Harbor Master.

The following individuals spoke on this Order:

- Mr. Tim Bayley a Scarborough resident and mooring contractor also voiced his concerns about portions of the recommended changes..
- Eric Unterborn, Manager at the Prouts Neck Yacht Club, stated that he looks forward to working with the new Harbor Master and voiced his concerns about the length issue. He noted that there were other issues with the ordinance and would be willing to working on these concerns.

There being no further comments, the hearing was closed at 7:54 p.m. Chairman Donovan noted that this Order would be brought back at one of the meetings in December after further discussions have been held between the Harbor Master and the Coastal Waters and Harbor Committee.

Order No. 18-069, 7:00 p.m. Public Hearing and second reading on the proposed amendments to Chapter 1301, the General assistance Ordinance, pursuant to Title 22, M.R.S.A §4305 (4). [General Assistance] Mr. Thomas J. Hall, Town Manager, gave a brief overview on this Order. Chairman Donovan opened the public hearing. As there were no comments either for or against, the hearing was closed at 7:56 p.m.

Motion by Councilor Babine, seconded by Councilor Rowan, to move approval of the second reading on the proposed amendments to Chapter 1301, the General assistance Ordinance, pursuant to Title 22, M.R.S.A §4305 (4), as follows:

Appendix A
Effective: 10/01/18-09/30/19

2018-2019 GA Overall Maximums

Metropolitan Areas

Persons in Household

COUNTY	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	733	814	1,032	1,294	1,748
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	693	697	908	1,137	1,297
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461
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	1,058	1,159	1,483	1,986	2,303
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	989	1,039	1,382	1,749	2,433

Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	784	831	1,091	1,593	1,820
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COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	786	875	1,017	1,345	1,636
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	766	884	1,098	1,487	1,515

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

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	622	662	773	1,016	1,112
Franklin County	650	680	807	1,005	1,431
Hancock County	698	798	1,009	1,274	1,397
Kennebec County	727	756	944	1,241	1,326
Knox County	759	765	944	1,210	1,344
Lincoln County	788	845	1,004	1,259	1,503
Oxford County	694	699	839	1,221	1,426
<i>Piscataquis County</i>	615	81	843	1,115	1,238
Somerset County	679	714	859	1,156	1,219
Waldo County	696	761	903	1,231	1,389
Washington County	679	683	840	1,062	1,212

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

Appendix B

Effective: 10/01/18 to 09/30/19

2018-2019 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, 2017, those amounts are:

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	44.65	192.00
2	82.09	353.00
3	117.44	505.00
4	149.30	642.00
5	177.21	762.00
6	212.56	914.00
7	235.12	1,011.00
8	268.60	1,155.00

Note: For each additional person add \$144 per month.

Appendix C

Effective: 10/01/18 to 09/30/19

2018-2019 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	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	112	483	131	565
1	115	496	140	600
2	133	572	163	700
3	180	776	217	932
4	192	826	236	1,016
<u>Franklin County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	119	511	138	593
1	120	514	144	618
2	141	606	171	734
3	178	765	214	921
4	266	1,145	310	1,335

<u>Hancock County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	124	535	147	633
1	140	602	169	726
2	183	788	215	924
3	230	988	273	1,175
4	246	1,058	299	1,285
<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	131	564	154	662
1	131	564	159	684
2	168	724	200	859
3	222	955	266	1,142
4	230	987	282	1,214

Non-Metropolitan FMR Areas

<u>Knox County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	139	596	161	694
1	139	596	161	694
2	168	724	200	859
3	215	924	258	1,111
4	234	1,005	287	1,232
<u>Lincoln County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	625	168	723
1	151	649	180	773
2	182	783	214	919
3	226	973	270	1,160
4	271	1,164	323	1,391
<u>Oxford County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	528	146	629
1	123	528	146	629
2	140	600	175	754
3	218	935	261	1,122
4	253	1,087	306	1,314
<u>Piscataquis County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	110	474	130	559
1	119	512	144	619
2	149	640	179	771
3	203	871	240	1,032
4	220	946	266	1,142

<u>Somerset County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	120	517	143	614
1	121	519	149	642
2	147	631	180	774
3	202	870	246	1,057
4	205	880	257	1,107

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	123	530	147	620
1	131	565	160	689
2	159	683	190	818
3	220	945	263	1,132
4	244	1,050	297	1,277
<u>Washington County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	119	513	143	614
1	119	513	143	614
2	140	601	176	755
3	181	776	224	963
4	203	873	256	1,100

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	132	567	155	668
1	144	618	173	742
2	185	793	220	947
3	234	1,008	278	1,195
4	328	1,409	380	1,636
<u>Penobscot Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0	123	527	146	628
1	123	527	146	628
2	156	669	191	823
3	198	851	241	1,038
4	223	958	276	1,185

<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	140	604
1	125	540	154	664
2	165	711	197	847
3	211	907	254	1,094
4	261	1,122	314	1,349

Metropolitan FMR Areas

<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	208	892	231	993
1	224	963	253	1,087
2	289	1,244	325	1,398
3	395	1,700	439	1,887
4	457	1,964	510	2,191

<u>York/Kittery/S. Berwick HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	215	924
1	196	843	225	967
2	266	1,143	302	1,297
3	340	1,463	384	1,650
4	487	2,094	540	2,321

<u>Cumberland Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	144	618	167	719
1	148	635	177	759
2	202	868	234	1,006
3	304	1,307	347	1,494
4	344	1,481	397	1,708

<u>Sagadahoc Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	158	679	187	803
2	185	795	217	932
3	246	1,059	290	1,246
4	302	1,297	354	1,524

<u>York Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	600	163	701
1	160	688	189	812
2	203	875	236	1,013
3	274	1,201	323	1,388
4	274	1,201	326	1,403

Appendix D
Effective: 10/01/18 to 09/30/19

2018-2019 – ELECTRIC UTILITY MAXIMUMS

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.

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	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

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	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 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
Effective: 10/01/18 to 09/30/19

2018-2019 HEATING FUEL MAXIMUMS

<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
Effective: 10/01/18 to 09/30/19

2018-2019 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

Vote: 7 Yeas.

Order No. 18-071, 7:00 p.m. Public Hearing and second reading on the proposed amendments to the Chapter 303 – the Town of Scarborough Personnel Ordinance. [Town Manager] Mr. Thomas J. Hall, Town Manager, gave a brief overview on this Order. Chairman Donovan opened the public hearing. As there were no comments either for or against, the hearing was closed at 7:57 p.m.

Motion by Councilor Babine, seconded by Councilor Hayes, to move approval of the second reading on the proposed amendments to the Chapter 303 – the Town of Scarborough Personnel Ordinance, as follows:

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that Chapter 303 - the Town of Scarborough Personnel Ordinance, is amended (Additions underlined. ~~Deletions strikethrough~~) as follows:

Resources Department will provide the employee with notice of impending FML exhaustion. If an employee fails to return to work at the end of FML, the employee will be considered to have voluntarily resigned from his/her position with the organization.

Section 510. Leave for Victims of Domestic Violence. I

In accordance with Maine Law, the Town will grant employees a reasonable and necessary amount of time off from work without pay if an employee is a victim of domestic violence, domestic assault, sexual assault or stalking, and needs the time to:

- Prepare for or attend court proceedings,
- Receive medical treatment, or
- Obtain necessary services to remedy a crisis caused by domestic violence, sexual assault or stalking.

Employees must request the leave from the Human Resources Director as soon as circumstances make it clear that time off is necessary. Approval of leave will be dependent upon (a) whether the employee's absence will create an undue hardship for the Town, (b) whether the employee requested leave within a reasonable time, and (c) whether the requested leave is impractical, unreasonable or unnecessary given the facts made available to the Human Resources Director at the time of the request.

If an employee's leave is approved, the employee will be required to first use any accrued paid vacation, sick or compensatory time before taking unpaid leave. Employees will not be discriminated against for taking or asking for leave. (amended 09/05/2007)

Section 511. Medical Insurance.

Currently, the Town offers group medical insurance to eligible employees in accordance with plan provisions and federal regulations. Eligible employees, regardless of probationary status, are eligible on the first day of the month following employment date or at open enrollment. The Town reserves the right to change insurance carriers and/or benefit level as deemed necessary. (amended 08/17/2011) (amended 07/17/2013)

Currently, the Town contributes 100% of the health insurance premiums for all eligible employees. As determined by the Town Manager, the Town will contribute a percentage of the premium for covering additional eligible dependents. (amended 07/17/2013)

Effective January 1, 2019, the Employees will be offered the opportunity to enroll in the POS-C or PPO- 500 plans through the Maine Municipal Employees Health Trust. The Town agrees to contribute 92.5% of the single premium, 87.5% of the employee and child premium, and 82.5% of the family premium of the PPO-500 plan. Employees wishing to enroll in the POS-C will pay the difference in premium between the amounts the employer would otherwise pay towards the PPO-500 plan. (proposed 10/17/2018)

Employees who are currently covered or can be covered under other medical coverage can opt to receive an annual buy-out payment of \$1,500 (divided over 52-weeks). Proof of valid medical coverage must be presented in order to be eligible for this option.

If other health and/or dental coverage ends for any of the following reasons, the employee (and his/her eligible dependents) may still enter the Health and/or Dental programs offered through the Health Trust.

Vote: 7 Yeas.

Resolution 18-003. Act on the request to approve Resolution 18-003, recognizing Saturday, November 24, 2018, as *Small Business Saturday*. [Chairman Donovan] Motion by Councilor Caterina, seconded by Councilor Foley, to move approval of Resolution 18-003, recognizing Saturday, November 24, 2018, as *Small Business Saturday*, as follows:

Resolution 18-003
Recognizing November 24, 2018
as Small Business Saturday

WHEREAS, the government of Scarborough, Maine, celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are currently 30.2 million small businesses in the United States, they represent 99.7 percent of all businesses with employees in the United States, are responsible for 65.9 percent of net new jobs created from 2000 to 2017; and,

WHEREAS, small businesses employ 47.5 percent of the employees in the private sector in the United States; and,

WHEREAS, 90% of consumers in the United States say Small Business Saturday has had a positive impact on their community; and,

WHEREAS, 89% of consumers who are aware of Small Business Saturday said the day encourages them to Shop Small all year long; and,

WHEREAS, 73% of consumers who reportedly Shopped Small at independently-owned retailers and restaurants on Small Business Saturday did so with friends or family; and,

WHEREAS, the most reported reason for consumers aware of the day to shop and dine at small, independently-owned businesses was to support their community (64%); and,

WHEREAS, Scarborough, Maine, supports our local businesses that create jobs, boost our local economy and preserve our communities; and,

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, BE IT RESOLVED, that the Scarborough Town Council proclaims Saturday, November 24, 2018, *Small Business Saturday* in Scarborough, Maine and urges the resident of our community and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

Signed and dated this 7th day of November, 2018, on behalf of the Scarborough Town Council and the Town Manager of Scarborough, Maine. Signed by William J. Donovan, Chairman and attested by the Yolande P. Justice, Town Clerk.

Vote: 7 Yeas.

OLD BUSINESS: None at this time.

NEW BUSINESS:

Order No. 18-075. Act on the request to schedule a special meeting for Wednesday, November 14, 2018, for swearing in of newly elected officials and election of officers and to set the date to act on a Downtown Tax Increment Financing District, including the authorization of a Credit Enhancement Agreement for The Downs, Crossroads Holdings, LLC and the adoption of Downtown Redevelopment Plan for Wednesday, November 28, 2018. [Town Manager] Mr. Thomas J. Hall, Town Manager, gave a brief overview on this Order.

The following individuals spoke on this Order:

- Mr. Rocco Risbara of Crossroads Holding, LLC wanted to emphasize the importance of the Council to take a vote and further stated that if there is any information that is needed, to please contact him.
- Ben Howard of Oak Dale Drive, commended the Council for giving residents time to review the information and stated the Council had done its due diligence.

Thomas J. Hall, Town Manager, suggested that there be a workshop at the Special meeting on November 14th to bring the two new Council up to speed and then go into an executive session for discussion on matters relating to the project that are not public. In response to a questions from Councilor-Elect Hamill, Mr. Hall responded that any amendments that were substantial changes could potential require another public hearing.

After a brief discussion it was noted that an executive session would be added to the November 14th agenda and that a workshop would also be held.

Motion by Councilor Babine, seconded by Councilor Foley, to move approval to schedule a special meeting for Wednesday, November 14, 2018, for swearing in of newly elected officials and election of officers and to set the date to act on a Downtown Tax Increment Financing District, including the authorization of a Credit Enhancement Agreement for The Downs, Crossroads Holdings, LLC and the adoption of Downtown Redevelopment Plan for Wednesday, November 28, 2018.

Vote: 7 Yeas.

Order No. 18-076. Act on the request to certify the results of the Municipal Elections held on Tuesday, November 6, 2018. [Town Clerk] The Town Clerk read the results of the Municipal Elections into the record.

Motion by Councilor Babine, seconded by Councilor Rowan, to move approval to certify the results of the Municipal Elections held on Tuesday, November 6, 2018, as follows:

Presented for certification by the Town Council, are the election results for the Municipal Elections that were held on Tuesday, November 6, 2018:

Town Council

John D. Dittmer	3,882
Donald R. Hamill	4,674*
Paul M. Johnson	5,152*
Robert W. Rowan	4,060

Board of Education -1Year - Lyford

Amy J. Glidden	5,757*
Emily Read	4,028

Board of Education

John R. Cloutier	3,075
Leroy P. Crockett	2,179
Nicholas R. Gill	3,875*
Betsy B. Gleysteen	2,430
Lori B. Lavoie	2,801
Sarah K. Leighton	4,085*
Michael W. Marcello	1,130
Annalee Z. Rosenblatt	2,726

<u>Board of Education -1Year - Shea</u>		April V. Sither	4,311*
Alicia J. Giftos	4,529*	Quinn A. Stewart	1,585
Benjamin W. Howard	1,739		
Stacey D. Neumann	3,427		
<u>Trustee for the Sanitary District</u>		<u>Portland Water District</u>	
Nicola F. Rico	7,905*	Seth W. Garrison	8,323*
Benedetto Viola	7,841*		
<u>School Referendum Question 1.</u>			
Yes	4,534		
No	4,751*		

There are approximately 17,018 active voters on our voter registration list for this Election [does not include Election Day registration]. There were 11,841 voters who cast ballots in the November 6th Election. There were 5,597 absentee ballots issued, of which 5,457 were returned. The percentage for voter turnout for this Election was 69%.

Pursuant to Section. 206. Induction of Council into Office. Councilors elect shall be sworn to the faithful discharge of their duties by the Town Clerk or the Town Clerk's designee and shall assume their duties at the commencement of second meeting (2nd), whether regular, special, or emergency, of the Town Council following the regular Town election. (amended November 7, 2000; effective January 1, 2001). Therefore, the newly elected officials will be sworn in on Wednesday, November 14, 2018, and at this meeting a new Council Chair and Vice Chair will be elected.

*The winners are indicated with an asterisk.

Vote: 7 Yeas.

Item 8. Non Action Items. None at this time.

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

- Councilor Rowan gave a brief overview on the Housing Alliance Committee and the Historic Implementation Presentation Committee.
- Councilor Caterina gave a brief overview on the Comp Plan Committee.
- Councilor Caiazzo gave a brief overview on the Long Range Planning Committee and the Transportation Committee.

Item 10. Town Manager Report. Mr. Thomas J. Hall, Town Manager, gave the following updates:

- Ground breaking Ceremony for the new Public Safety would be tomorrow, Thursday, November 15th at 10:00 a.m.
- Congratulations to the new Councilors and stated that he is ready to assistance in any way. We do have an orientation packet that would be available to the new members.
- Thank you to Councilor Rowan for his service on the Council and congratulations to Councilor Babine and Councilor Caiazzo on winning the House and the Senate seats.

Item 11. Council Member Comments.

- Councilor Elect Hamill appreciated all the work that the Clerk's Office did for the elections. He was impressed with how campaigns were run. He thanked Councilor Will for all he had done.

He wished success to Councilor Babine and Councilor Caiazzo for moving forward to Augusta and he thanked Chairman Donovan for reaching out

- Councilor Elect Johnson thanked the Chair for reaching out. He thanked Councilor Rowan for reaching out and really appreciates everyone's assistance. He looked forward to moving forward.
- Councilor Caiazzo noted that on Election Day there had been a group picture taken at 8:20 a.m. in front of the Vote Here Tuesday Sign with all the candidates. He thanked Mr. Higgins for running a good campaign. He suggested that there might be a need for a Cable forum for State Candidates to get the message out. It has been an honor serving the community and the staff is the gears and wheels that keep everything going – a great staff.
- Councilor Hayes thanked Councilor Caiazzo for his service to the community.
- Councilor Caterina thanked Councilor Rowan and Councilor Caiazzo for their service and congratulation to the new Councilors coming on board.
- Councilor Foley thanked Councilor Rowan for his service.
- Councilor Rowan thanked the voters for the opportunity to serving over the last three years. He seconded the sentiment regarding the staff, they are outstanding.
- Councilor Babine sent a thank you Mary Starr and Jackie Perry for serving on the School Board and to the community. He thanked everyone who ran for office and congratulated Mr. Hamill and Mr. Johnson. He thanked the current State delegation for their service in Augusta. He thanked Councilor Rowan for serving and hoped that he stayed involved. To Councilor Caiazzo – looked forward to working with him in Augusta.
- Councilor Rowan thanked all the folks on the committees that he had served on and also thanked former Councilor Kate St. Clair.
- Chairman Donovan spoke on the elections process and how the elections were handled. He thanked Chris and Will for their service to the community. He congratulated Chris and Shawn on their win to serve in Augusta. He then presented plaques to the Will and Chris for their service on the Council.

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

Vote: 7 Yeas.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Yolande P. Justice
Town Clerk