

**AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.**

NO NEW BUSINESS SHALL BE TAKEN UP AFTER 10:00 P.M.

- Item 1.** Call to Order.
- Item 2.** Pledge of Allegiance.
- Item 3.** Roll Call.
- Item 4.** General Public Comments.*
- Item 5.** Minutes: September 6, 2017 – Regular Meeting.
- Item 6.** Adjustment to the Agenda.
- Item 7.** Items to be signed: a. Treasurer's Warrants.

***Procedure for Addressing Council** [Posted in Chambers.]

Order No. 17-075, 7:00 p.m. Public hearing on the proposed Amendment to the second Contract Zoning Agreement between the Town of Scarborough and Robert Tgettis and Lucinda P. Malbon. *[Planning Department]*

Order No. 17-085, 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]*

Order No. 17-086, 7:00 p.m. Public hearing on the proposed amendments to Chapter 405, the Zoning Ordinance, Section VI. Definitions and Section XVIII.B. Haigis Parkway District. *[SEDCO]*

Order No. 17-087, 7:00 p.m. Public hearing on the proposed amendment to the Town of Scarborough Official Zoning Map to rezone the parcel located in the Enterprise Business Park identified as Map U39 Lot 4701 as shown on the Town Assessor's Map from the General Business District (B3) to the Haigis Parkway District (HP). *[SEDCO]*

Order No. 17-088, 7:00 p.m. Public hearing and second reading to repeal Chapter 308 – Town of Scarborough Ordinance Regulating Political Signs in the Public Right-of-Way. *[Ordinance Committee]*

Order No. 17-093, 7:00 p.m. Public hearing and action on the request for a Food Handlers from Suzie Snowflake's Edibles, d/b/a Beals Famous Ice Cream, located at 29 Gorham Road; Van Reeo d/b/a Pizza Time/Dimitris, located at 185 U.S. Route One and Kerri Munson, d/b/a Pleasant Hill Café, located at 132 Pleasant Hill Road. *[Town Clerk]*

Order No. 17-094, 7:00 p.m. Public hearing and action on the renewal requests for Junkyard Permits, pursuant to Title 30-A – M.R.S.A. Chapter 183: Goldstein Steel Company Inc., located at 36 Running Hill Road; A. Gagnon or E. Perry Iron & Metal, located at Rigby Road; Scarborough Auto Parts, located at 40 Holmes Road and Speedway Auto, located at 343 Payne Road. *[Town Clerk]*

OLD BUSINESS:

Order No. 17-015. Second reading on the six month moratorium on Retail Marijuana Establishments and Retail Marijuana Social Clubs. *[Ordinance Committee]*

Order No. 17-080. Act to create an Ad-hoc Budget Advisory Committee. Table from the August 16, 2017, Town Council Meeting. *[Councilor Foley]*

NEW BUSINESS:

Order No. 17-095. First reading and schedule a public hearing on the proposed amendments to Chapter 901 – the Town of Scarborough Garbage and Recycling Collection and Disposal Ordinance, Article I Sections 1.09 and 1.10. *[Ordinance Committee]*

Order No. 17-096. Act on the request for an order directing the Town Manager to process payments for the tax abatements for the 2012-2015 Consolidated Tax Appeals in accordance with the Board of Assessment Review's decision of May 10, 2017, and further authorizing the use of funds from the Undesignated Fund Balance to satisfy these obligations. *[Town Manager]*

Order No. 17-097. Act to adopt the FY2018 School Budget Resolutions, as required by State Statute. *[School Department]*

Order No. 17-098. Act on the request pursuant to Order No. 16-024, for the Town Council to review and approve the design and siting of outdoor recreation amenities within Memorial Park. *[Town Manager]*

Order No. 17-099. Act on the request to set the date, time, and location of the Municipal Elections for Tuesday, November 7, 2017; appoint the warden, set the hours for voter registration, and act on appointments of election/ballot clerks, pursuant to Chapter 200 – Article VIII. Nomination and Elections and authorize the Town Clerk to make any additional appointments as necessary. *[Town Clerk]*

Item 8. Non Action Items

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

Item 10. Town Manager Report.

Item 11. Council Member Comments.

Item 12. Adjournment.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-075. The second reading on the proposed Amendment to the second Contract Zoning Agreement between the Town of Scarborough and Robert Tgettis and Lucinda P. Malbon will be held on Wednesday, October 4, 2017. *[Planning Department]*

Planning Department

Sponsor

08/16/17 7 Yeas.

09/20/17 Public Hearing

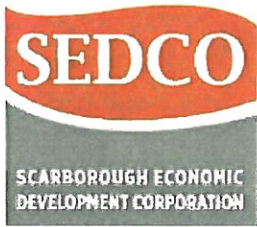
First Reading/Vote/Public Hearing

Ought to Pass

Recommendation

10/04/17

Second Reading/Final Approval/Vote



TO: Scarborough Town Council Finance Committee
FROM: Karen Martin, SEDCO Executive Director
DATE: Aug 8, 2017
SUBJECT: **Second Amendment to Exhibit 2 of Contract Zone for Robert Tgettis and Lucinda Malbon**

Robert Tgettis and Lucinda Malbon, owners of the Scarborough Day Spa, entered into a Contract Zone with the Town of Scarborough in 1997, which allowed them to operate a "skin and nail care business" at 311 Beech Ridge Road in the Rural Residence and Farming District. The owners would like to add hair care to the services offered at the Spa.

Because the language of the original contract zone contained language specific to skin and nail care, the contract must be amended to allow hair care as a service.

The owners are not changing any other aspect of the 9.6 acre site. No request for a building expansion or an increase in employees is being requested. The only change requested is the addition of hair care at the salon.

All changes to the contract zone in this amendment pertain to the addition of hair care to the approved list of services.

SECOND AMENDMENT TO EXHIBIT 2
CONTRACT ZONING AGREEMENT
BETWEEN THE TOWN OF SCARBOROUGH AND
ROBERT TGETTIS AND LUCINDA P. MALBON

This Second Amendment to Contract Zoning Agreement (hereinafter, this "Amendment") is made as of the XXXX, 20017, by and between the Town of Scarborough, a body corporate and politic, located in the County of Cumberland and State of Maine (hereinafter "the Town"), and Robert Tgettis and Lucinda P. Malbon of Scarborough, Maine, ("Tgettis and Malbon) pursuant to the Contract Zoning provisions of Section II, Subsection I of the Zoning Ordinance of the Town of Scarborough (hereinafter, the "Zoning Ordinance").

WHEREAS, Tgettis and Malbon entered into a Contract Zoning Agreement with the Town dates as of the 6th day of January 1997, subsequently amended by an amendment dated September 19, 2007, (hereinafter, this "Agreement") creating Contact Zoning District Number II (hereinafter, the "District") as described in Section XXIII of the Zoning Ordinance, said Agreement having been recorded in the Cumberland County Registry of Deeds in Book 12903, Page 122; and,

WHEREAS, Tgettis and Malbon wish to expand their existing skin and nail care business on the Property to include hair care; and,

WHEREAS, Tgettis and Malbon have requested that the Town approve this Amendment to the Agreement; to allow hair care as an approved service.

NOW THEREFORE, in consideration of the mutual promises made by each party to the other, the parties covenant and agree as follows:

1. Section 2 is amended to insert hair care as an allowable use, to read as follows: "Tgettis and Malbon are authorized to operate a skin, hair and nail care business at the Property..."
2. Section 2(b) is amended to read as follows: "The uses allowed on the Property shall be skin, hair and nail care, and those uses otherwise allowable in the Rural Residence and Farming District"
3. Section 2(h)(i) is amended to read as follows: "Any increase in the square footage of the area utilized for the skin, hair and nail care business, and"
4. Section 2(h)(i) is amended to read as follows: "As used in this Contract Zoning Amendment, the term skin, hair and nail care includes:"
5. Section 2(h)(i)(i) is amended to insert "hair care" as an allowable use, and will read as follows: "(i) manicure and pedicure treatments, meaning applying the hands or mechanical or electrical apparatus with or without cosmetic preparations, locations, creams or antiseptics to cut, trim, shape polish, color, or trim or apply artificial nails to the nails of any person or to massage, cleanse or beautify the hands or feet of any person, including application of nail art; (ii) skin treatments, meaning beautifying, massaging, cleansing, stimulating, toning, or manipulating or exercising the skin of the human body by the use of cosmetic preparations, tonics, lotions, creams, antiseptics, or clays or any device electrical or otherwise, for the care of the skin, including facial treatments; (iii) coloring treatments, including applying makeup or eyelashes, to the eyelashes or eyebrows; (iv) hair removal, by wax treatments, electrolysis or other means; (v) massage therapy as defined in state statute, 32 M.R.S.A. § 14302(4), administered by a massage

therapist certified under the state statute and licensed under the Town of Scarborough Massage Establishment Ordinance; and, (vi) hair care (vii) any other procedures, techniques or advancements for accomplishing the treatments above which may in the future become generally accepted and recognized in the fields of skin, hair and nail care.”

6. Section 2(h)(i)(i) is further amended to delete the following sentence: “The term “skin and nail care” does not include arranging, dressing, curling, waving, cleansing, cutting, trimming, singeing, bleaching or similarly treating human hair wigs, wiglets or hairpieces.”
7. The sole intent of this amendment is to allow hair care as an acceptable use. Except as specifically amended herein, all terms and conditions of the original Contract Zoning Agreement, as amended, shall remain in full force and effect.
8. Tgettis and Malbon shall record this Amendment in the Cumberland County Registry of Deeds within thirty (30) days after its approval by the Scarborough Town Council.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date first set forth above.

WITNESS:

TOWN OF SCARBOROUGH:

/s/ Thomas Hall, its Town Manage

STATE OF MAINE

COUNTY OF CUMBERLAND, ss.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-085. 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).
[General Assistance]

General Assistance

Sponsor

09/06/17 7 Yeas.

09/20/17 Public Hearing

First Reading/Vote/Public Hearing

Ought to Pass

Recommendation

09/20/17

Second Reading/Final Approval/Vote

GENERAL ASSISTANCE ORDINANCE

The Municipality of _____ enacts the following General Assistance Ordinance. This Ordinance is filed with the Department of Health & Human Services (DHHS) in compliance with Title 22 M.R.S.A. §4305(4).

Signed the _____ day of _____, _____, by the municipal officers:
(day) (month) (year)

_____	_____
(Print Name)	(Signature)

_____	_____
(Print Name)	(Signature)

_____	_____
(Print Name)	(Signature)

_____	_____
(Print Name)	(Signature)

_____	_____
(Print Name)	(Signature)

2017-2018 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	714	788	994	1,242	1,506
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	605	682	847	1,095	1,269
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	641	726	915	1,169	1,397
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	1,002	1,131	1,431	1,931	2,097
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	982	1,025	1,333	1,714	2,173
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	761	807	1,072	1,561	1,780

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	781	863	999	1,318	1,600
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	745	872	1,079	1,457	1,477

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

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	618	642	760	965	1,049
Franklin County	646	671	793	985	1,400
Hancock County	693	787	992	1,249	1,367
Kennebec County	722	746	928	1,216	1,297
Knox County	754	755	928	1,186	1,315
Lincoln County	783	834	987	1,234	1,470
Oxford County	630	646	771	1,110	1,343
Piscataquis County	595	672	828	1,090	1,125
Somerset County	675	704	835	1,133	1,146
Waldo County	680	751	887	1,206	1,281
Washington County	630	645	763	985	1,173

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

Appendix B

Effective: 10/01/17 to 09/30/18

2017-2018 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:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	81.86	352
3	117.21	504
4	148.84	640
5	176.74	760
6	212.33	913
7	234.65	1,009
8	268.14	1,153

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

Appendix C

Effective: 10/01/17 to 09/30/18

2017-2018 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	111	476	130	559
1	111	476	134	578
2	130	558	159	684
3	167	718	204	878
4	177	762	221	949
<u>Franklin County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	137	587
1	117	503	141	607
2	137	591	167	717
3	173	743	209	898
4	258	1,108	302	1,300
<u>Hancock County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	124	535	147	633
1	139	599	167	720
2	183	788	213	915
3	227	976	270	1,159
4	242	1,041	294	1,264
<u>Kennebec County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	131	564	154	662
1	131	564	158	679
2	168	724	198	851
3	219	943	262	1,126
4	226	971	278	1,194

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	198	851
3	212	913	255	1,096
4	230	989	282	1,212
<u>Lincoln County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	625	168	723
1	150	646	178	767
2	182	783	212	910
3	223	961	266	1,144
4	266	1,144	318	1,367
<u>Oxford County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	110	472	133	570
1	110	472	135	579
2	132	567	161	694
3	195	837	237	1,020
4	237	1,017	288	1,240
<u>Piscataquis County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	106	457	126	540
1	118	508	143	613
2	147	630	177	759
3	198	853	235	1,011
4	198	853	240	1,034
<u>Somerset County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	120	517	143	615
1	121	519	148	637
2	147	631	176	758
3	202	869	243	1,043
4	202	869	243	1,043

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	121	522	144	620
1	131	563	159	684
2	159	683	188	810
3	217	933	260	1,116
4	222	955	274	1,178
<u>Washington County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	110	472	133	570
1	110	472	134	578
2	130	559	160	686
3	166	712	208	895
4	208	847	249	1,070

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	129	556	152	654
1	140	600	168	721
2	184	790	213	917
3	225	969	268	1,152
4	275	1,180	326	1,403
<u>Penobscot Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	104	447	127	545
1	115	494	143	615
2	149	643	179	770
3	191	822	234	1,005
4	219	943	271	1,166
<u>Lewiston/Auburn MSA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	112	483	135	581
1	125	538	153	659
2	165	711	195	838
3	208	896	251	1,079
4	249	1,071	301	1,294

Metropolitan FMR Areas

<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	196	844	219	942
1	219	943	247	1,064
2	285	1,227	315	1,354
3	386	1,658	428	1,841
4	412	1,771	464	1,994
<u>York/Kittery/S. Berwick HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	214	922
1	195	837	223	958
2	263	1,129	292	1,256
3	335	1,441	378	1,624
4	430	1,847	481	2,070
<u>Cumberland Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	603	163	701
1	144	619	172	740
2	202	868	231	995
3	299	1,288	342	1,471
4	338	1,454	390	1,677
<u>Sagadahoc Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	157	675	185	796
2	185	795	214	922
3	243	1,045	286	1,228
4	296	1,274	348	1,497
<u>York Cty. HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	136	587	159	685
1	159	684	187	805
2	203	875	233	1,002
3	275	1,184	318	1,367
4	269	1,156	320	1,374

Appendix D

Effective: 10/01/17 to 09/30/18

2017-2018- 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.

- 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>	Monthly
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.

- 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:

Number in Household	Weekly	Monthly
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: 10/01/17 to 09/30/18

2017-2018 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: 10/01/17 to 09/30/18

**2017-2018 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

Mileage Rate

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Controller. The current rate for approved employment and necessary medical travel etc. is 44 cents (44¢) per mile.

Please refer to the Office of State Controller for changes to this rate: Telephone: 626-8420 or visit: <http://www.state.me.us/osc/>

Appendix H

Effective: 10/01/17 to 09/30/18

Funeral Maximums

Burial Maximums

The maximum amount of general assistance granted for the purpose of burial is **\$1,125**. 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.

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.

Cremation Maximums

The maximum amount of assistance granted for a cremation shall be **\$785**. 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 \$50
- 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

26 MRSA §1043 (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. [1999, c. 464, §2 (rpr).]

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 while on duty;
- (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.

Appendix I

[1999, c. 464, §2 (new).]

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.

[1999, c. 464, §2 (new).]

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-086. The second reading on the proposed amendments to Chapter 405, the Zoning Ordinance, Section VI. Definitions and Section XVIII.B. Haigis Parkway District will be held on Wednesday, October 4, 2017. *[SEDCO]*

SEDCO

Ought to Pass

Sponsor

Recommendation

09/06/17 6 Yeas. 1 Nay *[Councilor Rowan]*
09/20/17 *Public Hearing*

10/04/17

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote



TO: Scarborough Town Council
FROM: Karen Martin, SEDCO Executive Director
DATE: August 30, 2017
SUBJECT: Consideration of Zone Changes for Enterprise Business Park

Commercial Place LLC, owner of Enterprise Business Park, is requesting assistance in bringing a company, Bluebird Storage, to the business park. Bluebird Storage is a modern interpretation of a storage facility that serves both consumers and businesses. The owners of Bluebird Self Storage are interested in building a 75,000 to 100,000 square foot structure on a 3.79-acre lot located at 100 Enterprise Dr (Map/Lot U39 4701) in the B3 Zone.

Since new storage facilities are currently **only** allowed in the Industrial zone, Commercial Place LLC has requested that the Town make appropriate changes to the Zoning ordinance to allow Bluebird Storage in the business park. Should the Council wish to consider this concept, staff has outlined a multi-step process.

This process includes the following steps:

- 1) Add a new definition for a high-end storage facility
- 2) Add the new definition as an allowable use in the Haigis Parkway District (HPZ), subject to performance standards
- 3) Change the above referenced lot from B3 to HP

Background

There are three separate, but related, issues being addressed by the proposed changes to the zoning ordinance.

First, the Council is being asked to consider an updated definition of a subset of storage facilities which have different characteristics than the mini warehouse/self-storage facilities defined by the ordinance in 1997.

Second, the Council is being asked whether or not this new use definition is appropriate for the Haigis Parkway Zone.

Third, the Council is being asked to move the corner lot (Route One and Enterprise Drive) of Enterprise Business Park from B3 to HP. The balance of Enterprise Business Park is already in the HP zone. This is the only lot in the park, not zoned HP.

Step one: Definition of Storage

Currently, the Scarborough Zoning Ordinance allows new “Mini-Warehouse/Storage Facilities” only in the Industrial Zone. The definition, developed in 1997, envisioned the traditional mini warehouse compound with several buildings and direct external access to all units, via overhead garage doors. Traditional designs of these buildings were often utilitarian in building design and aesthetics. The visual impact of the facilities was consistent with Scarborough’s Industrial zone, rather than office parks.

Bluebird Self Storage challenged this image of self-storage. Working with the company and with research from industry groups, a new picture of modern self-storage emerged.

The industry has evolved into a new generation of facilities with the goal of fostering a stable, secure, upscale image for consumers. The new style of facilities is characterized by the following:

- Climate and humidity controlled to protect high value contents
- Limited hours of access, as opposed to 24-hour access
- Onsite management and staffing
- Internal access through corridors, rather than each unit having external access
- Higher end construction materials and design, yielding higher property values
- Landscaping as a prime consideration
- Compatible with planned office developments and business parks.

With these characteristics in mind, a new definition is proposed:

Climate Controlled/Internal Access Storage Facility

A storage facility built to a standard compatible with office and mixed use developments and which provides consumers and businesses with climate and humidity controlled individually accessed storage units. Access to the individual units should be internal. Access to the exterior is limited to a few key access points. Hours of operation are limited and must be staffed by on-site management.

The Climate Controlled/Internal Access Storage Facility will be subject to all performance standards of the existing definition of Mini-Warehouse/Storage Facilities with the exception of Standards 1 and 3, which will be amended as follows:

1. Mini-Warehouse/Storage Facilities shall be located only in the Industrial District. *Climate Controlled/Internal Access Storage Facilities may be located in the Industrial District and the Haigis Parkway District.*

3. Impervious surfaces (any material that prevents absorption of storm water into the ground) shall not cover more than fifty percent of the lot on which the Mini-Warehouse/Storage Facility is located. *For Climate Controlled/Internal Access Storage Facilities, impervious surface Coverage will follow the underlying zone.*

The existing definition of the Mini-warehouse/Storage facility will remain in place and will be limited to the Industrial zone. Only those facilities which meet the additional definition of “Climate Controlled/Internal Access Storage Facility” would be allowed in the Haigis Parkway District.

Step Two: Amend Haigis Parkway Zone

The new definition of Climate Controlled/Internal Access Storage Facility is proposed for the Industrial District and the Haigis Parkway District.

Staff evaluated the possibility of allowing the new definition in B3, but felt the scale described by Bluebird Self-Storage and consistent with industry research, would be better suited to the Haigis Parkway District.

The Haigis Parkway District is recommended as an appropriate zone for the following reasons:

- Haigis is suited to larger scale developments (Bluebird storage is looking to build 75,000 to 100,000 square feet.)
- Haigis provides excellent logistics with respect to transportation and a central location.
- Haigis provides for a mixed-use environment.
- Haigis Parkway includes sufficient design standards to ensure a high-end building, compatible with existing and future development.

Step Three: Amend Zoning of Lot in Enterprise Business Park

The last step in this process is to consider rezoning a lot in the Enterprise Business Park from B3 to HP.

Steps one and two were about modernizing the zoning ordinance to accommodate an evolving industry. We’ve done these types of zone changes before, for example, on food processing.

Step three is about a specific proposal – Bluebird Self- Storage.

Bluebird Self-Storage is proposing to build a 75,000 to 100,000 square foot structure on a 3.79-acre lot located at 100 Enterprise Dr. (Map/Lot U39 4701) in the B3 Zone. This lot happens to be the only lot in the Enterprise Business Park which is NOT included in the Haigis Parkway Zone. The lot fronts onto the internal access road of the Enterprise Business Park, but is bordered on one side by Route One.

Since this lot is the only lot in the Enterprise Business Park that is NOT zoned as Haigis Parkway and the lot orientation and frontage is along Enterprise Drive, not Route One, a rezoning of the lot to HP would be reasonable.

LRPC Discussion

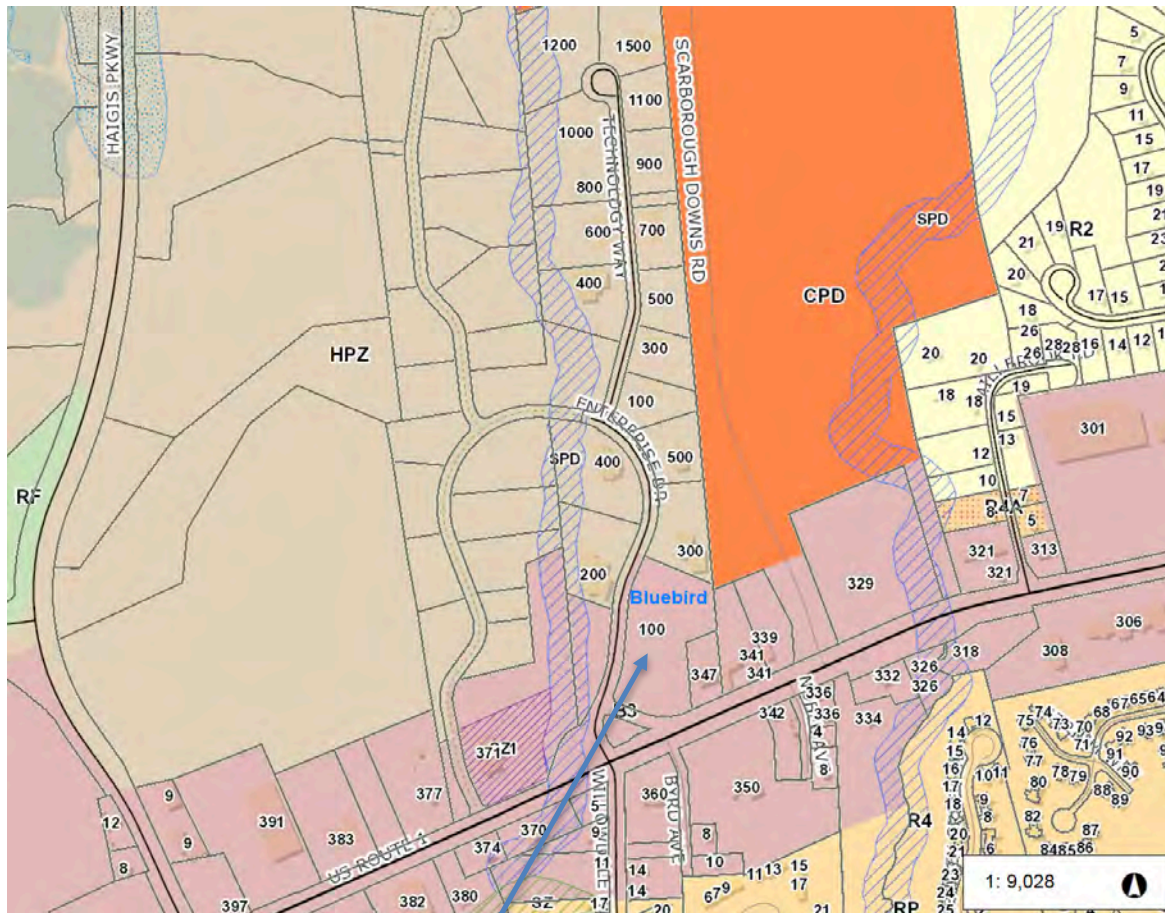
The Long Range Planning Committee (LRPC) discussed the merits of this property’s zone change, as well as the additional proposed changes to the ordinance at their July 28th meeting.

They found the addition of a new definition of a high-end storage facility and the inclusion of the use in the HP to be reasonable. Further they looked at the lot proposed for rezoning and concluded that moving the lot from B3 to HP was also reasonable and consistent with the remainder of the Enterprise Business Park zoning. They also evaluated the concept of addressing the needs of the land owner through a contract zone, but felt that updating the current zoning would be in the interest of the town. This situation did not call for a contract zone.

While committee members were supportive of the change, they wanted to ensure that lots on both sides of the entrance to Enterprise Business Park were considered for rezoning. The lot on the south side of Enterprise Drive is owned and controlled by the Land Rover Dealership and is partially subject to a Contract Zone. Given the contract zone, a re-zoning did not seem appropriate.

Attachments:

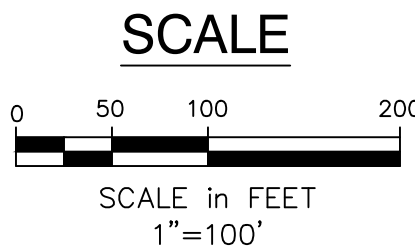
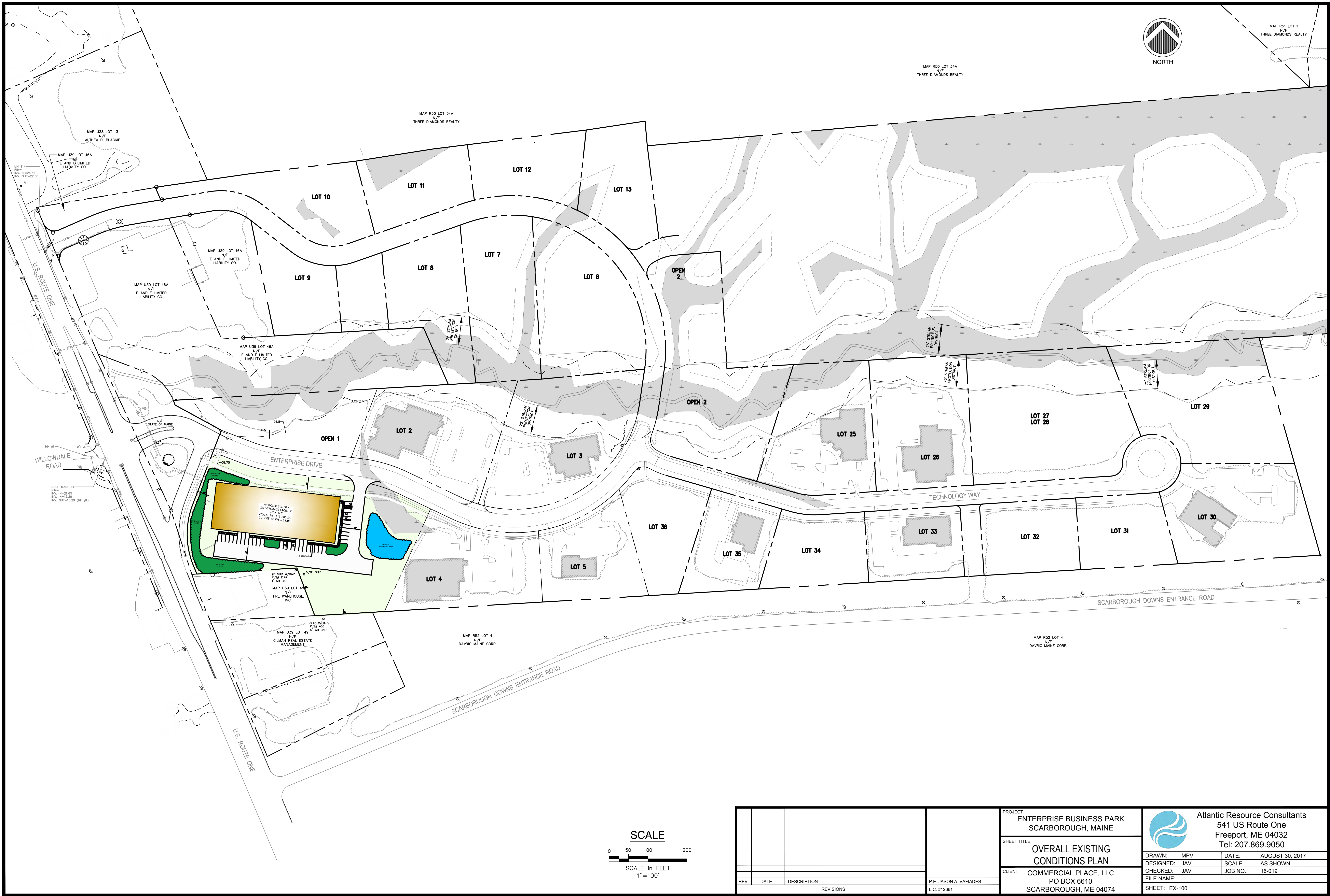
The following map shows the lot and its location within the Enterprise Business Park.



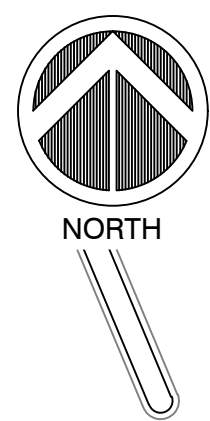
Bluebird Storage proposed location, currently zoned B3/proposed for HP

Examples of Bluebird Storage Facade





			PROJECT ENTERPRISE BUSINESS PARK SCARBOROUGH, MAINE		 Atlantic Resource Consultants 541 US Route One Freeport, ME 04032 Tel: 207.869.9050
			SHEET TITLE OVERALL EXISTING CONDITIONS PLAN		
			CLIENT COMMERCIAL PLACE, LLC PO BOX 6610 SCARBOROUGH, ME 04074		DRAWN: MPV DATE: AUGUST 30, 2017
					DESIGNED: JAV SCALE: AS SHOWN
					CHECKED: JAV JOB NO. 16-019
					FILE NAME:
					SHEET: EX-100
REV	DATE	DESCRIPTION	P.E. JASON A. VAFIADES		
REVISIONS			LIC. #12661		



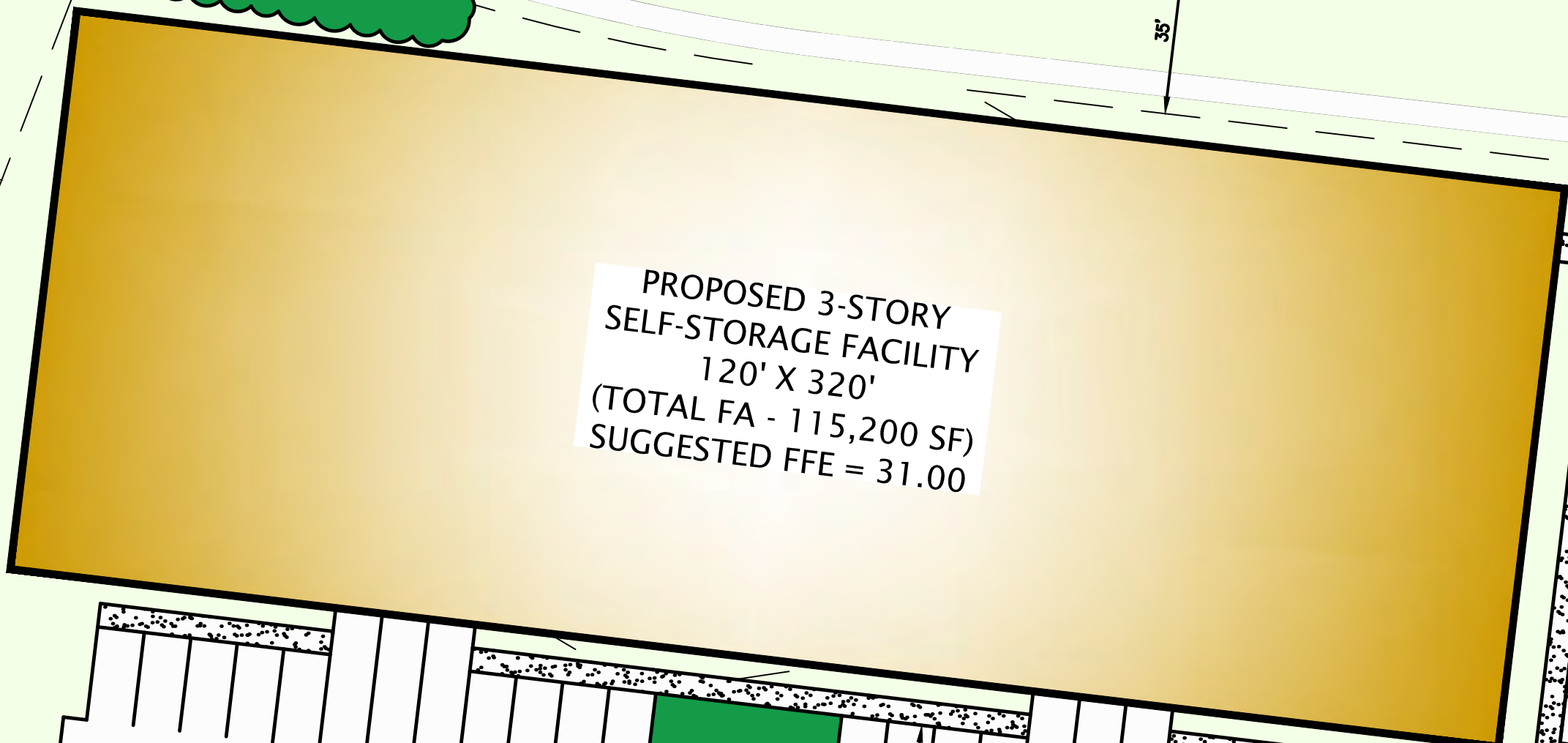
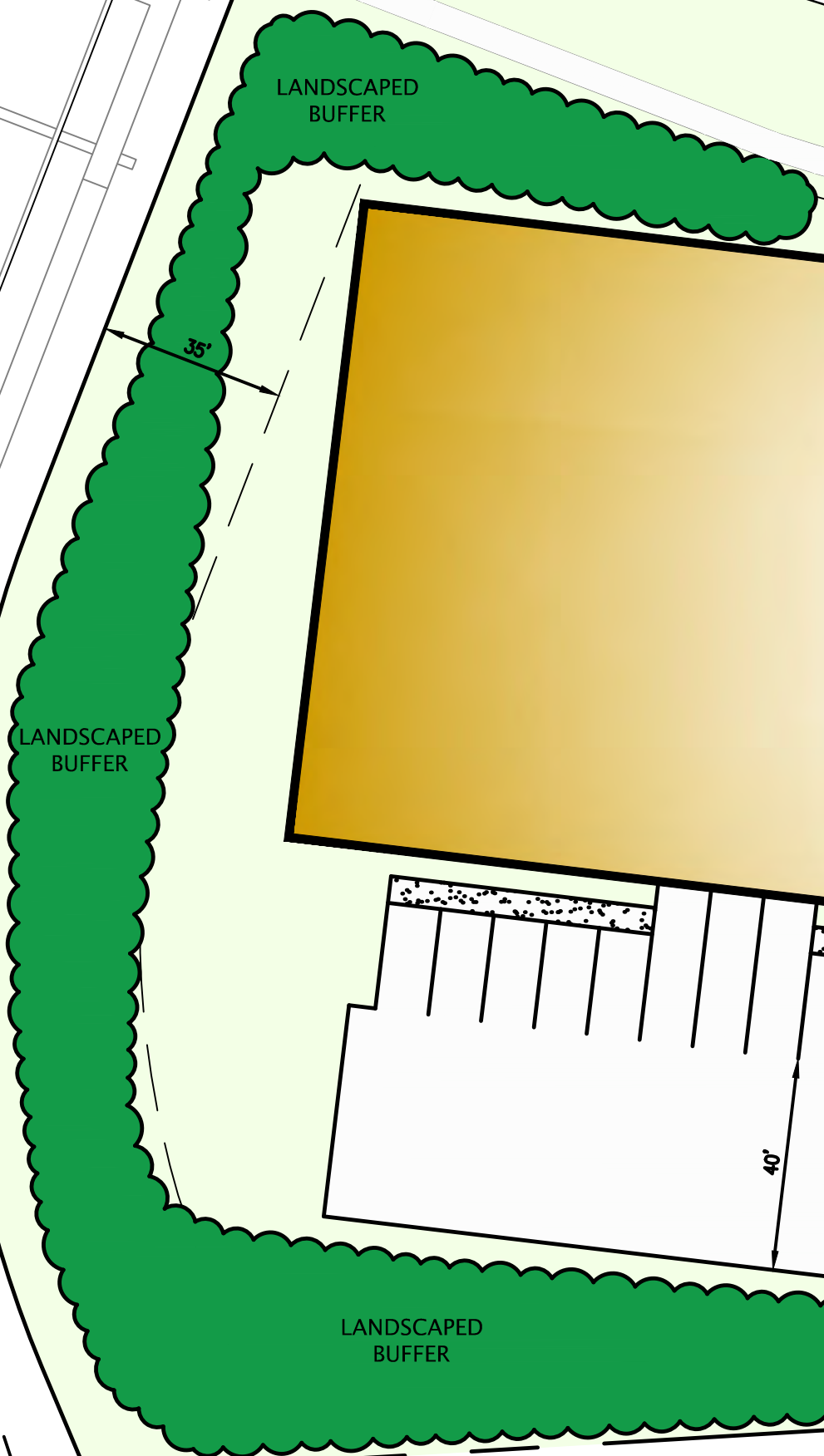
N/F
STATE OF MAINE

OPEN 1

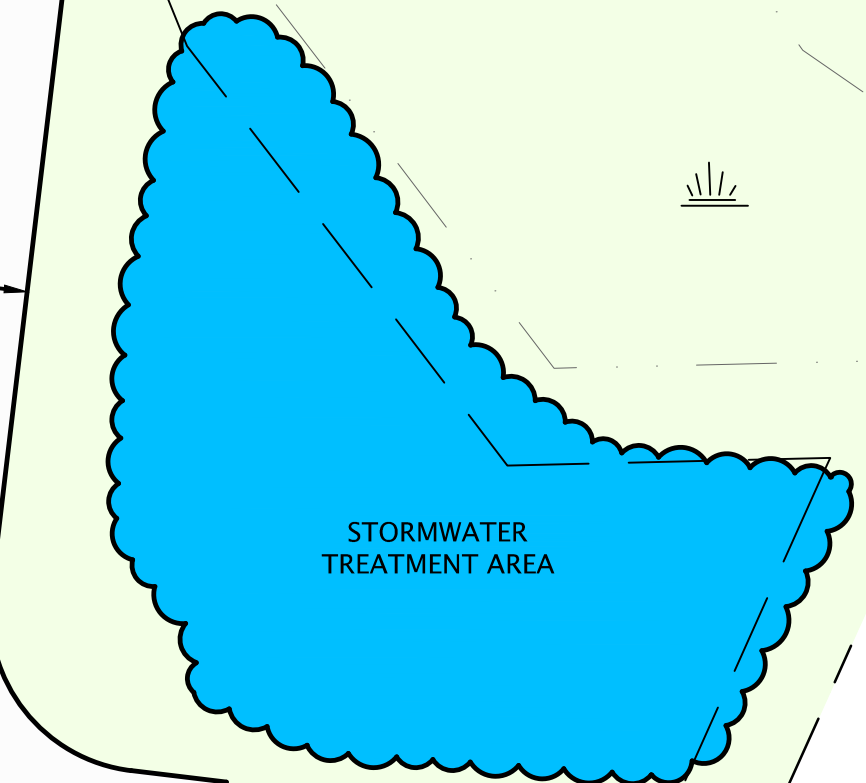
LOT 2

ENTERPRISE DRIVE

U.S. ROUTE ONE



PROPOSED 3-STORY
SELF-STORAGE FACILITY
120' X 320'
(TOTAL FA - 115,200 SF)
SUGGESTED FFE = 31.00



STORMWATER
TREATMENT AREA

LOT 4

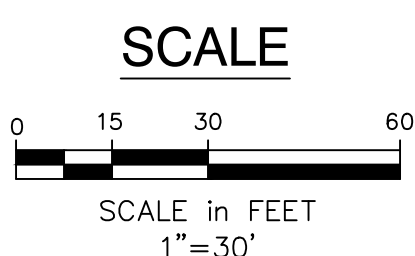
LOT 1
165,259 sq.ft.
3.79 acres

MAP U39 LOT 48
N/F
TIRE WAREHOUSE,
INC.

MAP U39 LOT 49
N/F
GILMAN REAL ESTATE
MANAGEMENT

MAP R52 LOT 4
N/F
DAVRIC MAINE CORP.

FOR ZONING REVIEW
NOT FOR CONSTRUCTION



			ENTERPRISE DRIVE SCARBOROUGH, MAINE		 Atlantic Resource Consultants 541 US Route One Freeport, ME 04032 Tel: 207.869.9050
			CONCEPTUAL SITE PLAN		
			BLUEBIRD STROAGE		
			COMMERCIAL PLACE LLC P.O. BOX 6610 SCARBOROUGH, MAINE 04074		
REV	DATE	DESCRIPTION	DRAWN: MPV DATE: AUGUST 30, 2017		
REVISIONS			DESIGNED: JAV SCALE: 1" = 30'		
			CHECKED: JAV JOB NO. 16-019A		
			FILE NAME:		
			SHEET: CPT-1		

Proposed Amendments to Chapter 405, Town of Scarborough Zoning Ordinance: Request to Update Definitions, Performance Standards and Haigis Parkway District Uses Regarding Storage Facilities

SECTION VI – DEFINITIONS

Definitions: The Following definition will be added to the Zoning Ordinance:

Climate Controlled/Internal Access Storage Facility

A storage facility built to a standard compatible with office and/or mixed use developments and which provides consumers and businesses with climate and humidity controlled individually accessed storage units. Access to the individual units should be internal. Access to the exterior is limited to a few key access points. Hours of operation are limited and must be staffed by on-site management.

SECTION IX (H). PERFORMANCE STANDARDS - MINI-WAREHOUSE/STORAGE FACILITIES AND CLIMATE CONTROLLED/INTERNAL ACCESS STORAGE FACILITIES [12/03/97]

The following standards shall apply to all Mini-Warehouse/Storage Facilities:

1. Mini-Warehouse/Storage Facilities shall be located only in the Industrial District.
2. Climate Controlled/Internal Access Storage Facilities may be located in the Industrial District and/or the Haigis Parkway District.
- ~~3.2. Mini-Warehouse/Storage Facilities shall be located on lots of no less than one acre and no greater than five acres total lot area.~~
4. Impervious surfaces (any material that prevents absorption of storm water into the ground) shall not cover more than fifty percent of the lot on which the Mini-Warehouse/Storage Facility is located.
5. Climate controlled/Internal Access Storage Facilities will follow the impervious surface requirements of the district where the facility is located.
6. Vehicle circulation within the facility shall allow for safe access to the individual storage units and shall include fire lanes acceptable to the Town of Scarborough Fire Chief.
7. Off-street parking shall be provided in accordance with Section XI of this Ordinance for any office space and for any dwelling unit located on the property pursuant to paragraph 6 below. Parking spaces shall not be provided for each unit, but the site shall be designed so that vehicles of customers picking up or depositing stored materials may stand temporarily in the aisles and adjacent to the storage units.
8. Notwithstanding anything to the contrary in this Ordinance, the lot on which a ~~Mini-Warehouse/~~ any Storage Facility ~~is~~ is located may contain one dwelling unit as an accessory structure and accessory

use to the ~~mini-warehouse~~/storage facility, provided the dwelling is occupied only by a resident facility manager or by on-duty employees of the facility.

9. Notwithstanding anything to the contrary in this Ordinance, a ~~Mini-Warehouse~~/Storage Facility may incorporate more than one storage building and may include an accessory dwelling unit without separately meeting the space and bulk requirements for each building.
10. No storage unit in a ~~Mini-Warehouse~~/Storage Facility may exceed five hundred square feet of floor area.
11. The owner of the ~~Mini-Warehouse~~/Storage Facility shall designate a facility manager who can be contacted at a specified address and telephone number, and shall at all times provide the Scarborough Code Enforcement Officer, the Scarborough Fire Department and the Scarborough Police Department with the current address and phone number of the facility manager. The function of the facility manager includes, but is not limited to: providing proper policing of the area for trash, debris and vandalism; reporting to the police department any evidence of storage of contraband property or materials unlawfully possessed by customers of the facility; reporting to the fire department and the code enforcement officer any evidence of storage of dangerous or hazardous materials.
12. The storage of hazardous, explosive or radioactive materials and of flammable liquid or gaseous materials is prohibited in a ~~Mini-Warehouse~~/Storage Facility. The facility manager shall provide written notice of this prohibition to each customer at the time of rental of a unit.
13. No activities other than rental of the storage units and pick up and deposit of the stored personal property shall be allowed on the ~~Mini-Warehouse~~/Storage Facilities property. Examples of prohibited activities include, but are not limited to: wholesale or retail sales, auctions, garage sales; the service, repair or fabrication of motor vehicles, boats, trailers, lawn mowers, appliances, or other equipment; and the operation of power tools, spray painting equipment, table saws, lathes, compressors, welding equipment or other similar tools. The facility manager shall provide written notice of this prohibition to each customer at the time of rental of a unit.
14. No outside storage of customers' goods or materials is allowed on the property of the ~~Mini-Warehouse/Storage Facility~~. This provision does not prevent storage of household articles customarily stored outdoors by the manager of the facility if the manager resides on the property.
15. The use of a ~~Mini-Warehouse~~/Storage Facility or any portion thereof may not be changed to any other use, even though such use is otherwise permitted under this Ordinance, until the proposed new use is first reviewed and approved by the Planning Board under the provisions of the Site Plan Review Ordinance.
16. Each customer, at the time of rental of a unit, shall be required to sign a lease or rental agreement which reserves to the owner and the owner's representatives, agents and employees the right to enter into and inspect the unit and its contents at any time without prior notice and which authorizes the owner and the owner's representatives, agents and employees to allow the Town of Scarborough Code Enforcement Officer, Fire Chief, Police Chief and their designated representatives to enter into and inspect the unit and its contents at any time without prior notice to the customer.

Notwithstanding anything to the contrary in this Ordinance or in 1 M.R.S.A. § 302, the standards of paragraph ~~1~~ 2 through ~~16~~ 14 above shall apply to any application for a ~~Mini-Warehouse~~/Storage

Facility which has not received site plan approval from the Scarborough Planning Board prior to October 27, 1997 and to any application to expand, extend, enlarge, reconstruct, rebuild or replace a Mini-Warehouse/Storage Facility existing on October 27, 1997. (12/03/97)

SECTION: XVIII.B HAIGIS PARKWAY DISTRICT

Add the Following use to SECTION B. PERMITTED USES, CONVENTIONAL AND PLANNED DEVELOPMENTS
NON RESIDENTIAL USES

27. Climate Controlled/Internal Access Storage Facility, subject to Section IX (H) performance standards, and only within an approved subdivision.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-087. The second reading on the proposed amendment to the Town of Scarborough Official Zoning Map to rezone the parcel located in the Enterprise Business Park identified as Map U39 Lot 4701 as shown on the Town Assessor's Map from the General Business District (B3) to the Haigis Parkway District (HP) will be held on Wednesday, October 4, 2017. [*SEDCO*]

SEDCO

Ought to Pass

Sponsor

Recommendation

09/06/17 6 Yeas. 1 Nay [*Councilor Rowan*]
09/20/17 *Public Hearing*

10/04/17

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

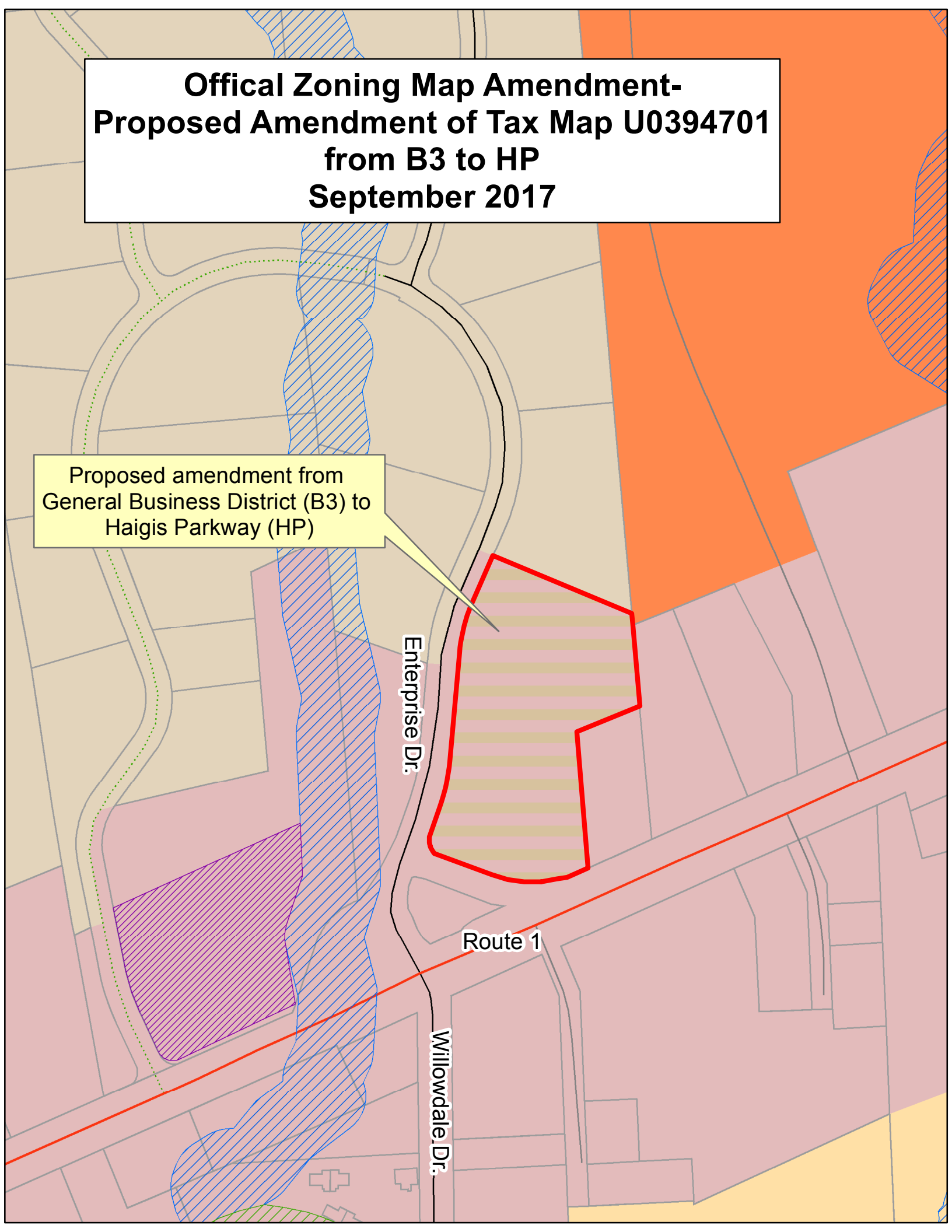
**Official Zoning Map Amendment-
Proposed Amendment of Tax Map U0394701
from B3 to HP
September 2017**

Proposed amendment from
General Business District (B3) to
Haigis Parkway (HP)

Enterprise Dr.

Route 1

Willowdale Dr.



AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-088. Move approval of the second reading to repeal Chapter 308 – Town of Scarborough Ordinance Regulating Political Signs in the Public Right-of-Way. [*Ordinance Committee*]

Ordinance Committee

Sponsor

09/06/17 7 Yeas.

09/20/17 Public Hearing

First Reading/Vote/Public Hearing

Ought to Pass

Recommendation

09/20/17

Second Reading/Final Approval/Vote

CHAPTER 308
TOWN OF SCARBOROUGH
POLITICAL SIGN ORDINANCE
ADOPTED OCTOBER 5, 1994
AMENDED SEPTEMBER 6, 1995
REPEAL ORDER

Be it hereby ordained by the Town Council of the Town of Scarborough, Maine, in Town Council Assembled, as follows:

The Ordinance entitled “Political Sign Ordinance,” as the same, has been enacted by the Town Council of the Town of Scarborough, is hereby repealed.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-093. Move approval on the request for a Food Handlers from Suzie Snowflake's Edibles, d/b/a Beals Famous Ice Cream, located at 29 Gorham Road; Van Reeo d/b/a Pizza Time/Dimitris, located at 185 U.S. Route One and Kerri Munson, d/b/a Pleasant Hill Café, located at 132 Pleasant Hill Road. *[Town Clerk]*

Town Clerk

Ought to Pass

Sponsor

Recommendation

09/20/17 *Public Hearing & Action*

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

Town of Scarborough, Maine
Town Clerk's Office
259 US ROUTE ONE
PO BOX 360
SCARBOROUGH, MAINE • 04070-0360

TO: Town Council Members

FROM: Yolande P. Justice, Town Clerk

DATE: September 15, 2017

RE: Requests for a Food Handlers License

The following applicants are seeking approval on a Food Handlers License:

- Suzie Snowflake's Edibles, d/b/a Beals Famous Ice Cream, located at 29 Gorham Road; and,
- Van Reeo d/b/a Pizza Time/Dimitris, located at 185 U.S. Route One; and,
- Kerri Munson, d/b/a Pleasant Hill Café, located at 132 Pleasant Hill Road.

The first two applicants are before you as they did not meet the renewal deadline and any renewal applications not received on or before its deadline shall be processed in the same manner as a new application, which requires a public hearing and approval by the Town Council.

The third applicant is a new owner taking over an existing business.

The completed applications are on file with Clerk's Office and there are no outstanding issues. It is recommended that the licenses be approved.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-094. Move approval on the renewal requests for Junkyard Permits, pursuant to Title 30-A – M.R.S.A. Chapter 183: Goldstein Steel Company Inc., located at 36 Running Hill Road; A. Gagnon or E. Perry Iron & Metal, located at Rigby Road; Scarborough Auto Parts, located at 40 Holmes Road and Speedway Auto, located at 343 Payne Road. [*Town Clerk*]

Town Clerk

Ought to Pass

Sponsor

Recommendation

09/20/17 *Public Hearing & Action*

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

Town of Scarborough, Maine

U S R O U T E O N E , P O B O X 3 6 0
S C A R B O R O U G H , M A I N E • 0 4 0 7 0 - 0 3 6 0

TO: Members of the Town Council

FROM: Yolande P. Justice, Town Clerk

DATE: September 15, 2017

**RE: Renewal Requests for Automobile Graveyard and/or
Junkyard Permit**

The following applicants are up for renewal for an Automobile Graveyard and/or Junkyard Permit:

Business

Address

A. Gagnon or E. Perry Iron & Metal
Goldstein Steel Company Inc.
Scarborough Auto Parts
Speedway Auto

Rigby Road
36 Running Hill Road
40 Holmes Road
343 Payne Road

Applications are filed in the Town Clerk's Office and it is recommended that these applications be renewed upon final inspection by the Codes Office.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-015. Move approval of the second reading on the six month moratorium on Retail Marijuana Establishments and Retail Marijuana Social Clubs. *[Ordinance Committee]*

Ordinance

Sponsor

02/15/17 5 Yeas. [Absent - St. Clair and Foley]
09/06/17 Public Hearing

First Reading/Vote/Public Hearing

Ought to Pass

Recommendation

09/20/17

Second Reading/Final Approval/Vote

TOWN OF SCARBOROUGH
ORDINANCE ESTABLISHING A MORATORIUM ON RETAIL MARIJUANA
ESTABLISHMENTS AND RETAIL MARIJUANA SOCIAL CLUBS

WHEREAS, a referendum on legislation titled the Marijuana Legalization Act, codified at 7 M.R.S.A. Chapter 417, was approved, subject to recount, by the voters of the State of Maine on November 8, 2016; and,

WHEREAS, as enacted by the voters, the Marijuana Legalization Act will authorize the licensure and operation of retail marijuana establishments and retail marijuana social clubs as a regulated program of the State of Maine; and

WHEREAS, the Maine Department of Agriculture, Conservation and Forestry is required to adopt rules for the proper regulation and control of the cultivation, manufacture, distribution, sale and testing of retail marijuana and retail marijuana products and for the enforcement of the Act no later than February 2018; and,

WHEREAS, 7 M.R.S.A. Section 2449, Local Licensing, allows municipalities to regulate the location, operation and licensing of retail marijuana establishments and retail marijuana social clubs and to adopt and enforce regulations for such uses; and,

WHEREAS, operations related to retail marijuana establishments and retail marijuana social clubs raise a number of concerns related to public safety and welfare, including, but not limited to, potential adverse effects on neighborhoods, security of the facilities, and odors that may create a public nuisance or hazard; and,

WHEREAS, there has been an increasing number of requests regarding the establishment of facilities for the cultivation and/or retail sales of marijuana; and,

WHEREAS, the Town's existing ordinances do not provide an adequate mechanism to regulate and control the location and operation of retail marijuana establishments and retail marijuana social clubs and are inadequate to prevent the potential for serious public harm from the future establishment of retail marijuana establishments and retail marijuana social clubs; and,

WHEREAS, the Town needs a reasonable amount of time to study the land use implications of retail marijuana establishments and retail marijuana social clubs, to review the rules and regulations to be developed by the Maine Department of Agriculture, Conservation and Forestry and to develop reasonable regulations governing their location and operation; and,

WHEREAS, during the period of this Moratorium, the Town will work on developing appropriate land use regulations concerning retail marijuana establishments and retail marijuana social clubs; and,

NOW THEREFORE, pursuant to the authority granted to it by 30-A M.R.S. § 4356, be it hereby ordained by the Scarborough Town Council, assembled as the legislative body of the Town, as follows:

1. DEFINITIONS. As used in this Ordinance, the following terms have the following meanings as defined in the Marijuana Legalization Act:

“Marijuana”: means cannabis.

“Retail Marijuana Establishments”: a retail marijuana store, a retail marijuana cultivation facility, a retail marijuana products manufacturing facility or a retail marijuana testing facility.

“Retail Marijuana Cultivation Facility”: an entity licensed to cultivate, prepare and package retail marijuana and sell retail marijuana to retail marijuana establishments and retail marijuana social clubs.

“Retail Marijuana Products Manufacturing Facility”: an entity licensed to purchase retail marijuana; manufacture, prepare and package retail marijuana products; and sell retail marijuana and retail marijuana products only to other retail marijuana products manufacturing facilities, retail marijuana stores and retail marijuana social clubs.

“Retail Marijuana Social Club”: An entity licensed to sell retail marijuana and retail marijuana products to consumers for consumption on the licensed premises.

“Retail Marijuana Store”: an entity licensed to purchase retail marijuana from a retail marijuana cultivation facility and to purchase retail marijuana products from a retail marijuana products manufacturing facility and to sell retail marijuana and retail marijuana products to consumers.

“Retail Marijuana Testing Facility”: an entity licensed and certified to analyze and certify the safety and potency of retail marijuana and retail marijuana products.

2. APPLICABILITY AND PURPOSE.

This moratorium shall apply to retail marijuana establishments and retail marijuana social clubs, as defined above, that are proposed to be located within the Town of Scarborough on or after the effective date of this Ordinance. Notwithstanding anything to the contrary in 1 M.R.S.A. § 302 or any other law, this Ordinance applies to any application relating to the establishment or operation of a proposed retail marijuana establishment and retail marijuana social club, whether or not such application had become a “pending proceeding” as defined in 1 M.R.S.A. § 302 prior to the enactment of this Ordinance.

3. PROHIBITION.

During the time this Ordinance is in effect, no official, officer, board, body, agency, agent or employee of the Town of Scarborough shall accept, process or act upon any application for any approval, including but not limited to a building permit, certificate of occupancy, site plan review, conditional use, or any other approval, received after the effective date of this Ordinance relating to the establishment or operation of a business or operation of a retail marijuana establishment and/or retail marijuana social club. No person shall establish or operate a business or operation of a retail marijuana establishment and/or retail marijuana social club within the Town of Scarborough that was proposed on or after the effective date of this Ordinance.

4. ENFORCEMENT, VIOLATION AND PENALTIES.

This Ordinance shall be enforced by the Scarborough Code Enforcement Officer. Any person who violates Section 3 of this ordinance shall be subject to civil penalties and other remedies as provided in 30-A M.R.S.A. § 4452.

5. EFFECTIVE DATE.

This Ordinance takes effect immediately upon adoption and shall expire on the 180th day thereafter, unless earlier extended by the Scarborough Town Council.

6. SEVERABILITY.

Should any section or provision of this Ordinance be declared by any court to be invalid, such a decision shall not invalidate any other section or provision.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-080. Move approval on the request to create an Ad-hoc Budget Advisory Committee. Table from the August 16, 2017, Town Council Meeting. *[Councilor Foley]*

Councilor Foley

Sponsor

08/16/17 Tabled to 09/20/17

First Reading/Vote/Public Hearing

Recommendation

N/A

Second Reading/Final Approval/Vote

Ad-Hoc Budget Advisory Committee

BE IT RESOLVED, by the Council of the Town of Scarborough, Maine, in Town Council assembled, that,

WHEREAS, the Town and School budgets affect every person in the Town of Scarborough; and,

WHEREAS, the School Budget Validation vote has failed with the voters of Scarborough repeatedly in recent years; and,

WHEREAS, residents have been clear in their interest to better understand the process used to generate Town and School budgets and in their desire to have clearer channels to communicate with the Town Council regarding budgets; and,

WHEREAS, the Town Council form of government is a representational form of government that allows for citizen advisory groups to inform its decision making; and,

WHEREAS, in an effort to identify strategies for improving communications and outreach regarding the budget process and to create an opportunity for a diverse citizen group to report to the Council on a balanced approach to meet the above mentioned challenges,

NOW, THEREFORE, BE IT RESOLVED, by the Scarborough Town Council in Town Council assembled, that there is hereby an Ad Hoc Budget Advisory Committee created, and the membership, terms, offices and duties shall be as follows:

1. **Purpose.** The purpose of the Budget Advisory Committee is to advise the Town Manager and Town Council on strategies to promote better community understanding of budget processes and support greater acceptance of results of the annual budget process shown by a positive School Budget Validation vote. The Committee will propose improvements to the budget process and will identify additional communication and outreach opportunities. The following is a general overview of the discussion points, expectations and deliverables the Committee should consider in arriving at its recommendations:
 - Establish a baseline of facts regarding the costs associated with delivery of current and historical service levels by benchmarking Scarborough's costs to those in other communities through available datasets.
 - Identify common goals among all Scarborough stakeholders
 - Consider ways to improve the current budget process
 - Develop suggested outreach and communication strategies
 - Provide ongoing feedback and support to Joint Fin. Committee throughout the budget process

The Committee's powers and duties shall not exceed those prescribed, herein or otherwise restricted by Town Council Rules, Policies and Charter.

2. **Membership.** The membership intends to provide fair representation of key stakeholders across age, income, and duration of residency demographics. Members should be sought out who have unique experience in budgeting, accounting, public policy, and or community engagement. The Committee shall be limited to Scarborough residents and comprised of nine (9) members as follows:

- 2 Town Councilors (representing the Finance and Communications Comm.)
- 1 School Board Member (preferably from the School Finance Comm.)
- 1 member of the Save our Schools group
- 1 member of the SMART Taxes group
- 4 Additional members to be selected through an open application process

Although official membership is limited to members, the Committee is encouraged to draw upon other resources and invite other key stakeholders to participate in their proceeding as they feel appropriate.

3. **Timeframe.** The Committee shall recommend and report their identified goals and agreed upon deliverables to the Town Council by the first Town Council meeting held in December. Upon acceptance and approval by the Council the committee will shift its focus to meeting the goals and deliverables by continuing to meet, support, and implement the identified activities, events, and outreach throughout the budget season culminating with the June referendum.
4. **Vacancies and Removal.** Any vacancies shall be filled by the Town Council. The Town Council may remove any member of the Committee by vote of a majority of its members for misconduct or non-performance of duty.
5. **Officers.** The Committee shall elect a Chair and Recording Secretary from among its members. The Chair shall be counted to determine a quorum and shall have the same rights as other members of the Committee, including the right to vote.
6. **Quorum and Voting.** A quorum shall consist of five (5) members. The concurrence of a majority of the members present and voting shall be necessary to decide any question before the Committee.
7. **Meeting and Records.** The Committee shall meet often enough, at least monthly, to complete its responsibilities within the deadline set and shall strive to meet bi-monthly on a date and time specified by a vote of the majority of the Committee at its first organization meeting. Other meetings may be called by the Chair, provided that the Chair shall call a meeting of the Committee upon the request of at least three (3) members. The Committee shall keep minutes of its meetings and submit them to the Town Clerk's Office.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-095. Move approval of the first reading on the proposed amendments to Chapter 901 – the Town of Scarborough Garbage and Recycling Collection and Disposal Ordinance, Article I Sections 1.09 and 1.10. and schedule a public hearing for Wednesday, October 4, 2017. [*Ordinance Committee*]

Ordinance Committee

Ought to Pass

Sponsor

Recommendation

09/06/17

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

AMENDMENT TO CHAPTER 901
THE SCARBOROUGH GARBAGE AND RECYCLING ORDINANCE

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that Chapter 901, the Garbage and Recycling Collection Ordinance of the Town of Scarborough is amended, as follows:

Section 1.098 TOWN TO PROVIDE CARTS

A. All garbage and recycling carts required by this Article shall be designated, provided and owned by the Town of Scarborough; all residences receiving ~~municipal-Town~~ solid waste collection services are required to use only the Town-provided carts for weekly garbage collection. The standard carts hold a capacity of up to 65 gallons and shall not be filled to a gross weight of more than 150 pounds each. Each residential unit will be allowed one Town-designated cart per pickup. Decisions to permit a second cart will be made on a case-by-case basis for exceptionally large households, and in those cases, only after a solid waste inspection by a Scarborough Public Works staff member to determine that the need remains when maximum recycling is being done. Residents may choose to mark their cart with the street address that the cart was assigned to for identification purposes. Under no other circumstance should the carts be defaced by the use of markers, stickers or paint. A cart that has been defaced will be replaced at cost to the resident to whom the cart was assigned and may be subject to further penalties under Article VI.

B. All residential buildings of 6 or more units, nonresidential or commercial users shall provide adequate carts for the weekly garbage generated by the business conducted on the premise. At a minimum, the owner shall provide a secured container or containers with closable covers to minimize the stacking and spreading of the garbage generated by the subject business. The cost of collecting commercial waste is the Property Owner's responsibility.

Section 1.1009 CARTS REQUIRED; HOURS FOR PLACEMENT AND REMOVAL; REPLACEMENT OR ADDITIONAL CARTS; OVERFLOW WASTE

A. It shall be the responsibility of the Town to provide and make available suitable and sufficient carts as described by § ~~1.08.09~~ to receive the accumulation of weekly household waste. Each cart shall be placed as instructed by the Town or its designated garbage collector along the street, sidewalk or roadside for automated collection. Town-designated garbage carts may be set out for collection the evening or day before, but must be set out by 7:00A.M. the morning of collection, and should be removed from the Town's right of way the day of collection.

B. Should a Town-owned cart be damaged, defaced, or lost by a household, the Town will make another such cart available for replacement at a fee.

C. Residents who have "overflow waste," defined as garbage set out for collection that exceeds the amount contained in the Town-provided collection cart, may take it to the Department of Public Works for disposal.

C. Residents who have “overflow waste,” defined as garbage set out for collection that exceeds the amount contained in the Town-provided collection cart, may take it to the Department of Public Works for disposal.

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-096. Move approval on the request for an order directing the Town Manager to process payments for the tax abatements for the 2012-2015 Consolidated Tax Appeals in accordance with the Board of Assessment Review's decision of May 10, 2017, and further authorizing the use of funds from the Undesignated Fund Balance to satisfy these obligations. *[Town Manager]*

Town Manager

Ought to Pass

Sponsor

Recommendation

09/20/17

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-097. Move approval on the request to adopt the FY2018 School Budget Resolutions, as required by State Statute. *[School Department]*

School Department

Ought to Pass

Sponsor

Recommendation

09/20/17

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

**Scarborough School Department
2017-2018 Budget Resolutions**

ARTICLE I. To see what sum the municipality will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act.

Recommend \$ 32,985,818

and to see what sum the municipality will raise as the municipality's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

Recommend \$ 30,128,429

Explanation: The school administrative unit's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

ARTICLE II. To see what sum the municipality will raise and appropriate for the annual payments on debt service previously approved by the municipality for non-state-funded school construction projects, or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the school administrative unit's contribution to the total cost of funding public education from kindergarten to grade 12.

Recommend \$5,603,571

Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the municipality/district long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters.

ARTICLE III. To see what sum the municipality will raise and to appropriate that sum in additional local funds for school purposes under Maine Revised Statutes, Title 20-A, 15690.

Recommend \$6,472,017

Explanation: The additional local funds are those locally raised funds over and above the school administrative unit's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the municipality budget for educational programs.

ARTICLE IV. To see what sum the municipality will authorize the School Board to expend for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the school administrative unit's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

Recommend \$47,125,168

Pursuant to Maine Revised Statutes, Title 20-A, section 1485, voters and the Town Council authorize the School Board to expend the above funds in the following State-mandated categories:

ARTICLE IV-A. To see what sum the school administrative unit will be authorized to expend for Regular Instruction.

Recommend \$19,675,688

ARTICLE IV-B. To see what sum the school administrative unit will be authorized to expend for Special Education.

Recommend \$7,558,169

ARTICLE IV-C. To see what sum the school administrative unit will be authorized to expend for Career and Technical Education.

Recommend \$293,318

ARTICLE IV-D. To see what sum the school administrative unit will be authorized to expend for Other Instruction.

Recommend \$1,115,212

ARTICLE IV-E. To see what sum the school administrative unit will be authorized to expend for Student and Staff Support.

Recommend \$4,659,167

ARTICLE IV-F. To see what sum the school administrative unit will be authorized to expend for System Administration.

Recommend \$1,069,128

ARTICLE IV-G. To see what sum the school administrative unit will be authorized to expend for School Administration.

Recommend \$1,837,854

ARTICLE IV-H. To see what sum the school administrative unit will be authorized to expend for Transportation and Buses.

Recommend \$1,494,471

ARTICLE IV-I. To see what sum the school administrative unit will be authorized to expend for Facilities Maintenance.

Recommend \$3,818,590

ARTICLE IV-J. To see what sum the school administrative unit will be authorized to expend for Debt Service and Other Commitments.

Recommend \$5,603,571

ARTICLE IV-K. To see what sum the school administrative unit will be authorized to expend for All Other Expenditures.

Recommend \$0

ARTICLE V. To see if the municipality will appropriate **\$182,701** for Adult Education and raise **\$99,552** as the local share; with authorization to expend any additional, incidental or miscellaneous receipts in the interest and for the well-being of the Adult Education program.

Recommend \$98,237 (Local)

AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-098. Move approval on the request pursuant to Order No. 16-024, for the Town Council to review and approve the design and siting of outdoor recreation amenities within Memorial Park. *[Town Manager]*

Town Manager

Ought to Pass

Sponsor

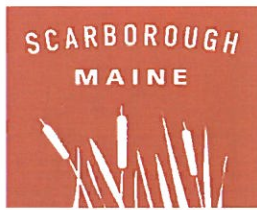
Recommendation

09/20/17

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote



TOWN OF SCARBOROUGH

Department of Community Services
www.scarboroughmaine.org

TO: Tom Hall, Town Manager
FROM: Todd Souza, Director
RE: Community Gaming Area Update at Memorial Park
DATE: September 15, 2017

Just wanted to give you a status update on the community gaming area within Memorial Park. After discussions with the Senior Advisory Committee and after reviewing the input from our gaming area survey, we have decided to create an area close to our restroom/concession facility that allows for easy access and a flexible footprint. The initial design for this area was to offer a compact footprint that would house numerous games. With this change in design we will be able to complete this project in phases, stay within budget and allow for public input along the way.

We have worked closely with the Planning and Public Works departments to help reduce project costs. Project engineering and design, excavation, drainage and pad site work will all have been completed with municipal resources. We will be able to complete this project with the funds presently provided, with the exception of a pavilion. A pavilion wasn't considered within the prior scope of this project, but has been identified as a strong priority to this area. Once we complete phase one, we can work to address this request within a second phase. I have listed an estimated timeline for this project below.

September – Project design approval
September/October – Excavation, drainage and pad site work
October – Fine grade and paving of the courts/sidewalk
October – Landscape and area rehab
October-May – Install bag toss, chess tables and bocce
April/May – Install netting and paint/line courts
May – Finish landscape and install amenities
May – Open Courts

Memorial Park—Community Gaming Area



Pavilion (20'x40')

**Pickleball
(C20'x44' /
A34'x64')**

HorseShoes (40')

Bocce (12'x91')

**Croquet Area
(50'x100')**

Chess Tables

**Corn Hole Boards
(27')**

ADA Sidewalk

T.B.D.



WALL EXTENSION
TW - 52.0



AGENDA
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – SEPTEMBER 20, 2017
REGULAR MEETING – 7:00 P.M.

Order No. 17-099. Move approval on the request to set the date, time, and location of the Municipal Elections for Tuesday, November 7, 2017; appoint the warden, set the hours for voter registration, and act on appointments of election/ballot clerks, pursuant to Chapter 200 – Article VIII. Nomination and Elections and authorize the Town Clerk to make any additional appointments as necessary. *[Town Clerk]*

Town Clerk

Ought to Pass

Sponsor

Recommendation

09/20/17

N/A

First Reading/Vote/Public Hearing

Second Reading/Final Approval/Vote

WARRANT FOR
Regular Municipal Election
TOWN OF SCARBOROUGH, MAINE

TUESDAY, NOVEMBER 7, 2017
DAY AND DATE OF ELECTION

County of Cumberland, ss State of Maine

To: Robert A. Moulton, 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 Regular Municipal & Referendum 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 Regular Municipal Election will be held on Tuesday, November 7, 2017, at the Scarborough High School Alumni Gymnasium:

FOR COUNCIL MEMBER	FOR BOARD OF EDUCATION MEMBER	FOR TRUSTEE OF SCARBOROUGH SANITARY DISTRICT
Vote for THREE	Vote for TWO	Vote for THREE
BABINE, Shawn A.	DOUGLAS, Rebel L.	ANDRESON, Charles J.
CATERINA, Jean-Marie	DURGIN, Hillory H.M.	CAVALERO, Judith M.
DOWNS, Timothy A.	KAZILIONIS, Leanne Lewis	GREENLEAF, Jason A.
HAYES, Peter F.	McNALLY, Christie L.	McSORLEY, Robert A.
HOWARD, Benjamin T.		
ST. CLAIR, Katherine A.		

Referendum Question No. 1:

Shall the Order entitled “**ORDER AUTHORIZING ISSUANCE OF UP TO \$19,500,000 IN GENERAL OBLIGATION BONDS OF THE TOWN OF SCARBOROUGH TO FUND COSTS FOR A NEW PUBLIC SAFETY BUILDING**” be approved?

EXPLANATION AND RECOMMENDATION: Approval of this Order would authorize the issuance of up to \$19,500,000 in general obligation bonds of the Town to provide funds to construct and equip a New Public Safety Building.

Total estimated cost	\$21,548,095
Less reserve funds dedicated for this purpose	\$ (625,000)
Less anticipated revenue from sale of existing Public safety facility	<u>\$(1,423,095)</u>
Bond amount not to exceed	\$19,500,000

The Town Council recommends approval of this question.

FINANCIAL STATEMENT

1. Total Indebtedness:

A. Bonds outstanding and unpaid:

\$84,460,000

B. Bonds authorized and unissued:

\$ 3,119,870

C. Bonds to be issued if this Article is approved:

\$19,500,000
2. Costs:

At an estimated maximum interest of 3.50% for a maximum thirty (30) year maturity, the estimated costs of this bond issue will be:

Principal:

\$19,500,000

Interest:

\$ 9,934,750

Total Debt Service

\$29,434,750

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.

Town Treasurer

=====

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

Absentee Ballots shall be processed on Monday, November 6, 2017, from 9:00 a.m. to 4:00 p.m. and on Election Day, Tuesday, November 7, 2017, starting at 8:00 a.m. – 10:00 a.m. – 1:00 p.m. – 4:00 p.m. and 7:30 p.m. until done.

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 in the Town of Scarborough may not vote in any Scarborough election.

Approved on Wednesday, September 20, 2017, by the Scarborough Town Council.

_____	_____
_____	_____
_____	_____

Attest to a True Copy:

Yolande P. Justice, Town Clerk

ELECTION WORKERS

Last Name First Name

Alden	Joyce	Ward Clerk
Archibald	Annie	
Beckerley	Sue	
Bernard	Rhonda	
Blaisdell	Ann	
Blaisdell	Bruce	
Campbell	Edward	
Carlson	Constance	
Clough	Harold	
Collins	Julie	
Cooledge	Melissa	
Corribeau	Tristan	
Curlew	Jackie	
Dahms	Beverly	
Davio	Dolores	
Davio	Joe	
DeSanctis	Marjorie	
Downs	Marie	
Duca	Mary	
Elder	Sandra	
Estes	Emilie	
Fagnant	Barbara	
Fenlason	Charlene	
Flaherty	Connie	
Gillchest	Charlene	
Gillis	June	
Giroux	Jean	
Giroux	Wilfred	
Grant	Elizabeth (Betty Ann)	
Greenleaf	Libby	
Hanson	Georgia	
Happel	Ken	
Helms	Sue	

Last Name First Name

Hendrix	Catherine	
Hendrix	Timothy	
Holton	Geraldine	
Jackman	Donna	
Jackson	Mark	
Jackson	Shirley	
Jania	Janusz	
Jensen	Joyce	
Johnson	Sheila	
Jolly-Schc	Deborah	
Killelea	Elaine	
Kueck	Cindy	
LaChapell	Lorraine	
Lebauer	Andrew	
LeDoux	Alfred	
Libby	Susan	
Love	Janet	
Nielsen	Marion	
O'Roak	Marion	Ward Clerk
Paul	Allen	Deputy Warden
Paul	Janice	
Penley	William	Warden
Plowman	Cheryl	
Reid	Richard	
Rideout	Deborah	
Smith	Doris	
Smick	Martha	
Sullivan	Sandy	
Vickerson	Linda	
Ward	Emily	
Weeks	Maureen	
Wiley	Mary Lou	
Wink	Eska	
Wygant	Michael	