

Town of Scarborough
Parks and Conservation Land Board

Meeting Agenda

Thursday December 11th, 2025 – 10:00 to 11:30 AM

The Hub B or Zoom

<https://scarboroughmaine.zoom.us/j/82166499654>

NOTE CHANGE OF LOCATION AT THE HUB

1. Call to order
2. Attendance
3. Public comments
4. Approval of meeting minutes
 - a. See attached draft minutes
5. Town Council goal input discussion
 - a. See attached questions
6. Updating the application process
 - a. Application form
 - i. See attached draft application form
 - b. Acquisition evaluation process document
7. Updates
 - a. Clarification on terms
8. Agenda items for next meeting
9. Public comments
10. Adjourn

Upcoming Meetings – Location TBD

January 8, 2026

Town Board and Committee - Town Council Goals Input - 2026

1. What has been the most notable accomplishment from your board/committee in 2025?
2. In addition to the accomplishment listed above, what other issues/work has the board/committee worked on or completed in 2025?
3. What was the board/committees greatest challenge over the last year?
4. What is still in process and will continue/carry-over into 2026?
5. What would the board/committee like your priorities to be in 2026?
6. What is your board/committee's capacity for new initiatives/projects?
7. Any additional input for the Town Council at this time?

Town of Scarborough
Parks and Conservation Land Board
September 11, 2025 Meeting Minutes

1. Call to Order at 10:05
2. Attendance: Jessica Sargent, Stephen Zamierowski, Maggie Vichneau, Noah Perlut, Doug Williams, Suzanne Foley-Ferguson, Anton Bodor, Dick Harvey. Guests: Glen Deering, Jill Deering, Scott Kunkler, Andrew Mackie, Betts Armstrong, Sean Hagan from the Maine Farmland Trust. Liaison: Nicole Hall, Community Services
3. Public Comments-There were no public comments
4. Updates: Jessica updated on integrating the Open Space Plan with our Acquisition Evaluation Process (AEP), the Land Acquisition Assessment Form (LAAF), and meeting with the subcommittee; Micah updated forms and ran two applications through the “new” updated form.

At the 1st Reading of the Town Council on 9/3, 244 Beech Ridge received unanimous support; recreation land is being mentioned for the Land Acquisition Fund.

5. Nonesuch River Preserve - 91 Mussey Road- The Project was presented by Scott Kunkler from the Scarborough Land Trust. A BioBlitz was held on the property in one period of time (ie. one day), and an inventory of plants and animals were identified. The Project advances three goals for the town: Open Space Plan, Comprehensive Plan and 30 x 30 goals. A Federal North American Wetland Conservation (NAWCA) Grant was awarded for \$250,000, held up by new administration sign-off; Leveraged by the following donations:
 - Maine Outdoor Heritage Fund-\$24,000 Grant
 - Wharton Trust \$15,000
 - NAWCA-was listed as the #2 of 18 countrywide applications so likely to get funded eventually.

This is a project that has already been funded, but the contract is due to expire. The land trust expects that the money will be borrowed until the money until the funding is received. However, we may not ever receive it. The committee went through LAAF. The project scored 474.7pts

Motion: Doug made a motion: Move to approve that we recommend to the Town Council \$250,000 of the land bond funds be used to assist the Scarborough Land Trust for the purchase of 91 Mussey Road- Nonesuch River Preserve. Seconded by Stephen Zamierowski
Vote: Unanimous 7:0

6. O'Donal-Deering Farm- 3 Fenderson Place-This working farm easement project was presented by Sean Hagan from the Maine Farmland Trust (MFT). Soils indicate that this parcel is good pasture, haying growing land. RF zone could support 15-20 houses. Glen Deering would like to purchase it and MFT will “buy” its’ value /development rights by putting a conservation easement on it. It is adjacent to 720 acres plus another 40 acres and in Saco 80 acres. Thus it will be close to 1000 acres of contiguously conserved land. MFT is asking for 1/2 of the easement cost.
Leveraged: private donations already secured including MFT

The Committee scored the property with the LAAF. The project scored 570 points.
Motion: Noah moves to recommend that the Town Council approve \$192,500 to assist the MFT in its’ purchase of an agricultural easement purchase to add to the Deering Farm
Seconded: Maggie Vishneau
Vote: Unanimous 7:0

Next Meeting: October 16th; Adjourned at 12:05PM

Town of Scarborough Parks and
Conservation Land Board

Meeting Minutes

Thursday October 16th, 2025 – 10:00 to 11:30 AM

Town Hall Chamber B or Zoom

1. Call to order 10:02AM
2. Attendance
 - a. Members
Jessica Sargent, Rick Murphy, Doug Williams, Maggie Vishneau, Stephen Zamierowski, Richard Harvey, Sue Foley-Ferguson, Noah Perlut, Anton Bodor
 - b. Liaison
Karen Shupe, Nicole Hall, Nick Cliche
3. Public comments- none
4. Approval of meeting minutes of August 28th, 2025, motion by Steve Z, second by Jessica, approved 6-0, one abstained
5. Updating the application process
 - a. Request from Town Manager
 - 1 Motion by Sue Foley-Ferguson to explore adding wording to the application template that will state the expectation requiring an appraisal and attestation by appraiser. Second by Steve Z, approved unanimously.
 - b. Application form discussion
 - c. Acquisition evaluation process document discussion
6. Updates
 - a. Town council accepted recommendations to use land bond funds for: expanding Pleasant Hill Preserve (Again) 166 Spurwink Road; Nonesuch River Preserve 91 Mussey Road; and O'Donal-Deering Farm 3 Fenderson Place.
7. Items for November meeting
 - a. Integrating the Open Space Plan
 - i. Presentation by Viewshed on the evaluation app
 - b. Schedule the first 2026 meeting
8. Adjourn 11:26AM motion by Jessica, second by Doug, unanimous

2025 Meetings in Chamber B of Town Hall

November 13

December 11 10:00- 11:30AM

Parks and Conservation Land Board Land Acquisition Application Form

PRE-APPLICATION MEETINGS

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2026 SUBMITTAL DEADLINES

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LAND ACQUISITION APPLICATION SUBMITTALS

1. Complete the Land Acquisition Application in full. Please be sure to sign where necessary.
2. Compile required items as outlined in checklist below.
3. Submit the completed application and required materials to . . .

What is the current process for accepting the applications? How do we want to accept them moving forward?

LAND ACQUISITION APPLICATION CHECKLIST

The applicant must complete the following checklist and include it with the application to the Parks and Conservation Land Board. Please check each required box and acknowledge the applicable item has been included with the application.

REQUIRED MATERIALS	x
Site Location Map	
Assessor's Map (with abutting properties	
Photo(s) – <i>limit to how many pages?</i>	
<i>Budget?</i>	



TOWN OF
SCARBOROUGH, MAINE



Land Acquisition Application Form GENERAL INFORMATION

Property Name: _____ Date: _____

Property Address: _____

Scarborough, ME 04074

Mailing Address: _____

Contact Person: _____

Phone: _____ Email: _____

Landowner(s) – Please list full names of all owners (and lien holders, if any)

Deed Type: _____ Book/Page: _____

TO BE COMPLETED UPON PURCHASE:

Important Note: The Town Council of the Town of Scarborough requires that all owners of land being proposed for town purchase are willing sellers and have full knowledge that their property is being presented to them for consideration. When and if the Parks and Conservation Land Board recommend a purchase, the owners of the property will be asked to sign below to indicate their willingness to sell. *A signed letter stating the above is also acceptable.*

Owner #1

Date

Owner #2

Date



Land Acquisition Application Form

LAND/PROJECT DESCRIPTION

LAND DESCRIPTION

Tax Map # _____ Lot # _____ Zoning District _____

Total Acres: _____

Proposed purchase acres: _____ Proposed purchase easement: _____

Where do we include a spot to notate donation?

Are there buildings on the property?

Yes ☐ No ☐

If yes, are they a part of the proposed purchase?

Yes ☐ No ☐

Directions to the property from Town Hall: _____

BRIEF PROJECT DESCRIPTION

Please provide information regarding the suitability for public acquisition, special features, and proximity to existing public lands. Include the value to people of Scarborough and any current or potential uses.

ACQUISITION AVAILABILITY

Do you, the presenter, believe that there will be a willing seller(s) of this site? Yes ☐ No ☐

Please explain: _____



Land Acquisition Application Form

SITE DESCRIPTION

- 1) Has any state, federal or private entity identified any portion of this parcel as potential habitat for any significant species?

Yes ☐ No ☐ Unknown ☐

Species _____

Entity _____

- 2) What species have been observed on the parcel?

Is there photographic evidence of these species being on this parcel?
If yes, please provide in photo attachment.

Yes ☐ No ☐

- 3) Does this parcel abut any public or protected lands?

Yes ☐ No ☐

Describe: _____

- 4) Are there Public or protected lands within a half mile?

Yes ☐ No ☐

Describe: _____

- 5) Will the parcel offer public access for passive recreation?

Yes ☐ No ☐

Passive recreation is non-motorized exploration, examples of which are hiking, picnicking, hunting, fishing, birding, horseback riding. Existing/potential? What happened to active recreation?

Describe: _____

- 6) Does or will the parcel provide access to any of the following?

Check all that apply What about lands that just contain these, not necessarily give access?

- ☐ Ocean or beaches
- ☐ Saltwater marsh or tidal river
- ☐ Upland river, stream, lake, pond or fresh-water marsh
- ☐ Farmland
- ☐ Fields and Forest



Land Acquisition Application Form

SITE DESCRIPTION (cont.)

- 7) Will the parcel provide views of any of the following from a public roadway?
Check all that apply

- ☐ Marsh, beaches, bay, river, pond or other water
☐ Field or farmland
☐ Forestland
☐ Historical sites, cemetery, significant archeological or geographical site

- 8) Does this parcel include growing crops, tree farming or grazing that will continue to be used as such?

Yes ☐ No ☐

Describe: _____

- 9) Has a conservation appraisal been done on the parcel in conjunction with this transaction?

Yes No

Certified conservation appraisers name: _____

Appraised value \$ _____

Is there an existing boundary survey? Yes ☐ No ☐

Is there a potential boundary dispute? Yes ☐ No ☐

If yes, describe _____

Does the parcel contain any known hazardous waste? Yes ☐ No ☐

If yes, describe _____

VALUATION ATTESTATION

Please Note: This is a quick summary of the Detailed Assessment Form that the committee will be using to evaluate your parcel. The detailed form is available upon request and is based on a point system. The full evaluation has subjective components, as well.