



TOWN OF
SCARBOROUGH, MAINE

MINUTES
Communications Committee
Hybrid Meeting
Thursday September 18, 2025—4:00pm

Item 1. Call to Order. Chair Larry Cain called meeting to order at 4:00pm.

Item 2. Roll Call. In attendance was Chair Larry Cain, Jon Anderson and Allison Carrier (Director of Communications) and Liam Gallagher (Assistant Town Manager) absent was Scott Doherty.

Item 3. Public Comment. None.

Item 4. Approval of Minutes: July 17, 2025. Motion by Councilor Jonathan Anderson, seconded by Chair Larry Cain, to move approval of the July 17, 2025 meeting minutes as written.

Vote: 2 Yeas. Motion Passes.

Item 5. Staff Updates: Discussion & Consideration. A. Carrier provided the town insert for the upcoming Scarborough Living Magazine coming out in early October. Conversation ensued.

Item 6. School Communications Update / Direct Mail / Council Workshop. The Council based workshop did not work out. Two other workshops are scheduled in October. Larry spoke on the draft of the school mailer going out soon to households.

Item 7. Survey Review & Next Step - How to Communicate Results. Surveys will be in mailboxes early October and results will be announced at the council meeting in November.

Item 8. Council Corner Live in Neighborhoods. J. Anderson suggested going to neighborhoods without an agenda and having a discussion with the residents on their ideas, concerns and questions. Possibly providing food/snacks.

Item 9. Election Day Booth. Talked about having councilors take turns throughout Election Day. Provide survey QR code. Larry will reach out to councilors about volunteering. Allison will talk to Jami about council volunteering at her booth for Sustainable Day.

Item 10. Growth Workshop. There are two dates scheduled for Growth workshops. The first one will be held on Oct 15th which will be held to communicate information to residents and the second one will be held on Nov 19th which will provide the residents an opportunity to discuss what their options are. Discussion ensued.

Item 11. New Business. No new business.

Item 12. Adjourn. Motion by Jon Anderson, seconded by Chair Larry Cain, to move approval to adjourn the regular meeting of the Scarborough Communications Committee. Meeting adjourned at 5:01pm.

Vote: 2 Yeas. Motion Passes.

Respectfully submitted,

Katie Duross [transcribed via video]

Deputy Town Clerk