

CS Advisory Board | Minutes

Thursday, November 13th, 2025 - 6:00 PM @ Hub

Zoom Link: [Click here](#)

CS Advisory Board Meeting

Item 1 | Call to Order - 6:10pm

Item 2 | Attendance

Committee Members Present: Trish Brigham, Art Dillon, Roger Chabot, Amanda Doherty, Brittaney Jackson, Emily Loder, Ellen Conquin-Quinn

Committee Members Absent: Darryl Wright, Alex Marshall

Liaisons Present: Nicole Hall, Nick Cliche

Liaisons Absent: Larry Cain

Guests Present:

Item 3 | Approve minutes from 9/11/25 meeting - Art motion, Emily 2nd. 7-0 approved.

Item 4 | Citizen comment (limited to agenda only items) - none present

Item 5 | CSAB Council Liaison Updates - Larry Cain

- The increase to the senior tax rebate program has been passed by the full Council. All aspects of the program stay the same, except the rebate amount has been increased to \$1200 per year. The number of participants dropped slightly for 2025. Town staff is looking into why that might have happened. I am happy to set up events to meet with interested folks to explain the process and review the forms.
- With the passage of the school referendums, there will be lots of early planning decisions that can impact SCS. Please let me know how I can help to be sure SCS has a voice throughout this process.
- The town surveys have been mailed to 4000 random households. We hope to have initial results available in late November or early December.
- I am interested in your efforts to increase participation in volunteer staffing so let me know if you need any help promoting this program once the details are finalized.
- Larry requested that Nicole (SCS) and Nick (SCS) be a part of any school meetings that could include SCS and how they can be involved in the process.

Item 6 | Update on Election Results/Impact on SCS - Nick

- When they elect new counselors, they realign the committees and liaisons so Larry may or may not our liaison going forward
- Vote in December for new board members to join in January

Item 7 | Community Services Director update - Nick

- Staffing updates - now fully staffed
 - Sara Parker - Childcare Program Coordinator
 - Andrew Cashmen - New Parks and Grounds Supervisor
- Capital improvement money going into Christmas decor
- Rec programs - winter program went live Nov. 5th - lots of registrations coming in
- 10 new additional programs in winter
- Seeking additional input for the niche of programs that Scarborough residents want
- Seniors - Sept. - Nov. 14th - 143 participants, 214 meals served (does not include drop in programs)

- 230 enrolled in the before and after school program - fully staffed
- Parks and ground team finalized fields for the winter and winter operations
- Expanding winter recreation opportunities
- Purchased a new snow groomer - used to groom more trails and ready snow in the trails
- New sign at SCS
- Courts and Peterson field improvements are completed
- Special Events
 - Passport Day 11/26 - no appointments
 - Letters to Santa due Dec. 5th
 - Sparkle in the Park - free event - Dec. 6th at memorial park
 - Gingerbread House night - December
 - Boston Celtics trip - December 22nd
 - Family Magic Show - December

Item 8 | Volunteer recruitment - Continued Discussion: Inventory of Needs, Collaborative Opportunities with other groups, etc.

Nick provided a volunteer recruitment program overview

- Establish needs for volunteers that can make the most impact: Community Services and Town Wide - a full inventory is needed. Seek input from SCS staff, and follow up in January meeting with reporting on those needs along with an additional brainstorm in January meeting from CSAB to get the full scope of inventory needs.
- Next meeting - hands on brainstorming session to include the active process and timeline
 - Marketing campaign
 - Incentives
 - Application process/onboarding - what skills people have
 - Evaluations, expectations
 - Partnerships
 - Interested groups
 - Nicole to meet with the board for calendar, ideas of types of volunteer opportunities

Item 9 | Recognition/Appreciation for outgoing members:
Roger Chabot, Art Dillon and Alex Marshall - thank you for your service!

Item 10 | Confirm 2026 meetings/set agenda for next meeting:
January 8th - planned for 6-7:30pm
Other meeting dates for the year to be decided at the January meeting

Item 8 | Adjournment - 7:09pm