

**MINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – DECEMBER 3, 2025
HYBRID REGULAR MEETING – 7:00 P.M.**

Item 1. Call to Order. Chairman Fellows called the regular meeting of the Scarborough Town Council to Order at 7:00 p.m.

Item 2. Pledge of Allegiance.

Item 3. Roll Call. Roll was called by Yolande P. Justice, Clerk to the Council. Thomas J. Hall, Town Manager and Liam Gallagher, Assistant Town Manager, were present. Those Councilors present:

Councilor Scott W. Doherty

Councilor Jonathan E. Anderson

Councilor Lawrence W. Cain - Vice Chair

Councilor William J. Donovan

Councilor Karin B. Shupe

Councilor Michelle T. Hayes

Chairman Cory R. Fellows

Item 4. General Public Comments.

- Michael Doyle, of Portsmouth, NH and owner and Editor of FalmouthToday, shared his experience with town staff regarding freedom of access requests. He expressed his frustration over the lack of transparency in information access and criticized legal representatives for their obstructive practices.
- Nina McKee of Black Point Road, stated that when she has inquiries, Mr. Hall always addresses all my questions, and she appreciated that. She noted the stunning outside lights. Her main concern was about impact fees for 7,800 new development units, advocating for higher fees and closing loopholes for developers. She emphasized the importance of the town joining neighboring areas to defend home rule ordinances, supporting an increase in low-income housing beyond 10% and careful growth monitoring with adjusted impact fees.
- Richard Hayes of Martin Avenue, noted that he has heard a lot of discussion around the implications of LD1829, but support was lacking in the state. He added that the Town Manager had noted that only Mr. Fecteau, the bill's author, supported it, while many, including the mayor of Portland, see it as disastrous for infrastructure. As well as existing local traffic issues, particularly on Route One and Broadturn Road, underscore the urgency for collective action, potentially through legal means, to address these concerns effectively.

Item 5. Minutes: November 19, 2025 - Town Council Meeting. Motion by Councilor Hayes, seconded by Councilor Anderson, to move approval of the minutes from the November 19, 2025, regular Town Council meeting.

Vote: 7 Yeas. Motion Passes.

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

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

Item 8. Town Manager's Report. Thomas J. Hall, Town Manager, gave the following updates:

Prior to the Town Manager's Report, Mr. Hall responded to a comment that had been made from the podium regarding freedom of access to public records. State law is very clear and we are well versed in that law. He referenced a current FOAA request and felt that the town had responded in a timely and through manner. To suggest otherwise is categorically false. He then proceeded with is updates:

- **Scottow Hill Road Closure**
 - Continue to consider options, collect information
 - Met with immediate abutter Flaherty
 - NMRPC Grant - Review Committee recommended award -January 2026
 - Public outreach planned
 - Town Council workshop/decision point by end of January 2026
 - Road likely closed through the winter
- **Peterson Field Lighting Project**
 - Neighborhood Meeting (abutter within 500') - December 11 @ PSB
 - Planning Board Advisory Opinion required
- **Property Tax Relief**
 - State discussion - Real Estate Property Tax Task Force ongoing-Scarb. Rep.
 - GPCOG Property Tax Policy Committee - informing State Task Force
- **Workshop with Senior Staff**
 - Scheduled for December 8 @ 5:30 PM in PSB Classroom
 - Staff Input to be provided
- **Bond Order**
 - Annual Borrowing to fund capital investment (including school)
 - First Reading December 3, Second Reading December 17
 - Finance Committee to discuss on December 8
- **Sparkle In The Park**
 - Saturday, December 6, 5:00-7:00 PM, Memorial Park
 - Meet with Santa and activities, music, fireworks
 - Expanded holiday lights- Municipal complex and Memorial Park
- **Elected Official Dinner**
 - The December 15th dinner has been canceled
 - When new date has been set – will make Council aware
- **Community Survey Results**
 - Results should be in by the end of next week
 - Update on January 7th
- **LD1829**
 - Working with colleagues at GPCOG regarding this LD
 - Possible Proclamation/Resolution with other Communities
 - The time to act is now

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

- Councilor Cain gave an update on the Communications and Cake with Councilors, noting we are halfway through the schedule. Initial turnout was low, peaking at 20 attendees, but smaller gatherings proved effective with meaningful discussions. A valuable session with the Link Business Networking group aligned well with our goals. To improve attendance, regular events and more daytime options are requested. Overall, the events have been successful, and he appreciated everyone's contributions.

- Councilor Hayes also commented on Cake with Councilors and agreed with Councilor Cain's observations. She and Council Anderson facilitated a discussion at the Library a week ago, just before Thanksgiving, with an engaged group of about eight participants. Notably, some had lived in town for over 50 years, while others, like a recent Eastern Village resident who moved to Scarborough in March from the Boston area, contributed to a dynamic and enriching conversation, leading to valuable feedback from all attendees.
- Councilor Anderson noted that the Communications Committee would be meeting on Thursday, December 18th to review insights gathered and consolidate findings from a document started by Councilor Cain. The Committee would decide how to present this information to the council and the public. There will also a discussion about adapting the meeting format for Cake with Councilors and opting for healthier food options beyond cupcakes/
- Councilor Donovan noted the Sustainability Committee met discussed LD1870, the Climate Superfund law, deciding to consult with Chairman Fellows on further actions regarding climate control. Additionally, they addressed the State Transportation Department's initiative to expand bus service in Scarborough and the micro-transit proposal, noting a state-sponsored 5-year subsidy to test various demand-responsive transportation ideas.
- Chairman Fellows noted that none of his committees or boards had met since the last meeting. He had recently participated in a "Cakes with Councilors" event at the Hub, which proved beneficial for community engagement, allowing for more interactive discussions beyond the constraints of public meeting rules. A snowed-out meeting originally scheduled for the previous evening is now rescheduled for next week on Monday, December 15th at State Manufactured Homes. He went on to thank Councilor Cain and other for their efforts in organizing these events.

OLD BUSINESS: None at this time.

NEW BUSINESS:

Order No. 25-115. First reading and schedule a second reading on the 2026 General Obligation Bonds for Municipal and School Capital Improvements. [*Finance Director*] Thomas J. Hall, Town Manager, noted that the town's historical practice of annual long-term borrowing to fund capital investments is highlighted, with consistent borrowing typically ranging from \$4 to \$6 million for the first 15 years of tenure. Recent challenges, including a delayed audit and transition issues, disrupted this cycle. The current year introduces a new borrowing initiative for a school project, accompanied by proposed strategies to be discussed with the Finance Committee next week.

Norman Kildow, Finance Director, gave a brief overview on this Order. He outlined a strategic bond issuance plan, dividing it into Series A for routine CIP borrowing and Series B for initial school project funding. This distinction aims to simplify financial inquiries and clarify capital project integration. The bonds would be sold in January to leverage the "January effect" for lower interest rates. Key projects include a \$1.3 million land bond, a \$1.1 million turf and track project, and a \$4.7 million school funding requirement, with careful scheduling to avoid market overlap between the series, optimizing financial outcomes for the school project.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval of the first reading on the 2026 General Obligation Bonds for Municipal and School Capital Improvements and schedule the second reading for Wednesday, December 17, 2025, as follow:

**2026 BOND ORDER FOR
MUNICIPAL AND SCHOOL CAPITAL IMPROVEMENTS**

BE IT ORDERED, That under and pursuant to the provisions of Title 30-A, Sections 5721-5729 and 5772 of the Maine Revised Statutes, as amended, and the Charter of the Town of Scarborough, Maine, the following Municipal and School Capital Improvement Projects are hereby approved for funding:

2026 Series A

2025-2026 Municipal

Vehicle Extrication E-Tools	\$	51,233
Turnout Gear Replacement Plan		43,805
Major Station Maintenance		102,000
Air Handler Room Project - (#9 Clerk's Area & #10 Town Manager's Area)		88,325
Virtual Servers Replacing Vmware with Nutanix Hardware & Software		100,000
Redundant Public Safety UPS		101,758
Infield Dragging/Grooming Machine		31,425
Ventrac 4520 Pro with Attachments		55,874
Compact Utility Tractor w/Cab & Front Loader (4066)		68,207
Basketball Courts Renovation - Mitchell Sports Complex (P1)		137,000
PDE6 Taser Replacement		48,372
Pickup Truck #4033		65,000

2025-2026 School

Replace 2016 Passenger Van #131998		30,000
School Bus Replacement Schedule (3/Year)		384,608
Furnishings Replace & Renew		140,004
District-wide equipment/infrastructure		423,015
Interior Construction and Renovation		38,983
Energy Improvements		165,147
Grounds and Site Maintenance		173,880
Exterior and Interior Finishes		213,676
HVAC Repair and Replacement		266,711
Security and Access Management		287,278
Roof Restoration and Replacement		409,066

2024-2025 Municipal

49 Grant Road		246,098
---------------	--	---------

2019-2020 Municipal

65 Hanson Road - Silver Brook Preserve II	800,000
80 Beach Ridge Road	260,000
49 Grant Road	13,902

2024-2025 Municipal

Air Handler Project Town Hall	148,374
Chiller Replacement	148,047
27-passenger Bus	126,850
Ballfield Fence and Backstop Replacement	56,219
Pickup Truck #4005 - 3/4 Ton 4x4	60,000
Tractor #4044 with Arm Mower	170,177
DEF Dispenser	47,686
Mid-Level Paving	97,986
Generator - Library	55,000
HVAC - Library	209,013

2024-2025 School

School Bus Replacement Schedule	44,000
Furnishings Replace & Renew	167,733
Facilities Support Equipment	79,517
High School Auditorium Equipment	303,983
Turf and Track	317,309
District-wide technology equipment/infrastructure	695,424
Energy Improvements	142,578
Security and Access Management	421,001
Flooring Repair and Replacement	180,846
Building Envelope Maintenance	232,945
Grounds and Site Maintenance	486,000
HVAC Systems	293,115

2023-2024 Municipal

Plow Truck 4009	149,162
Spurwink Road Traffic and Pedestrian Improvements - Phase II	481,604

2023-2024 School

District-Wide equipment/infrastructure - IT	620,000
Roof Restoration	500,000
DW HVAC Repairs	423,884
Interior Construction and Renovation	81,631

2022-2023 Municipal

PW Mid-Level Paving	189,927
---------------------	---------

2022-2023 School

Interior Construction and Renovation	150,000
--------------------------------------	---------

2021-2022 School

Turf and Track	1,122,509
----------------	-----------

Totals	<u><u>\$ 12,947,887</u></u>
---------------	-----------------------------

2026 Series B**2025-2026 School**

Scarborough Schools Project	\$ 4,700,000
-----------------------------	--------------

Totals	<u><u>\$ 4,700,000</u></u>
---------------	----------------------------

BE IT FURTHER ORDERED, That a sum, not to exceed **\$12,947,887**, plus any additional premium, for Series A and **\$4,700,000**, plus any additional premium, for Series B is hereby appropriated to provide for the costs of said projects and expenses associated with said projects; and,

BE IT FURTHER ORDERED, That to fund said appropriation, the Treasurer and the Chairman of the Town Council are hereby authorized to issue, at one time or from time to time, general obligation securities of the Town of Scarborough, Maine, including temporary notes in anticipation of the sale thereof, in an aggregate principal amount not to exceed \$12,947,887 for Series A and \$4,700,000 for Series B plus any additional premium, and the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, call(s) for redemption, refunding(s), form(s), premium(s), and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chairman of the Town Council; and,

BE IT FURTHER ORDERED, That in furtherance of the voter-approved referendum questions authorizing the issuance of up to \$2,500,000 in general obligation bonds of the Town of Scarborough, of which \$1,073,902 remains authorized but unissued, in furtherance of the prior-approved Council Order No. 19-060 relating thereto, and in order to continue to fund the prior-approved appropriation for the purchase of parks and conservation lands, the Treasurer and the Chairman of the Town Council are hereby authorized to issue, at one time or from time to time, general obligation securities of the Town of Scarborough, Maine, including temporary notes in anticipation of the sale thereof, in an aggregate principal amount not to exceed **\$1,073,902**, plus any additional premium, and the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, call(s) for redemption, refunding(s), form(s), premium(s), and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chairman of the Town Council; and,

BE IT FURTHER ORDERED, That in furtherance of the voter-approved referendum questions authorizing the issuance of up to \$6,00,000 in general obligation bonds of the Town of Scarborough, of which \$6,000,000 remains authorized but unissued, in furtherance of the prior-approved Council Order No. 24-063 relating thereto, and in order to continue to fund the prior-approved appropriation for the purchase of parks and conservation lands, the Treasurer and the Chairman of the Town Council are hereby authorized to issue, at one time or from time to time, general obligation securities of the Town of Scarborough, Maine, including temporary notes in anticipation of the sale thereof, in an aggregate principal amount not to exceed **\$246,098**, plus any additional premium, and the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, call(s) for redemption, refunding(s), form(s), premium(s), and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chairman of the Town Council; and,

BE IT FURTHER ORDERED, That in furtherance of the voter-approved referendum questions authorizing the issuance of up to \$1,980,000 in general obligation bonds of the Town of Scarborough, of which \$1,122,509 remains authorized but unissued, in furtherance of the prior-approved Council Order No. 21-073 relating thereto, and in order to continue to fund the prior-approved appropriation for the replacement of turf and track at the Scarborough High School, the Treasurer and the Chairman of the Town Council are hereby authorized to issue, at one time or from time to time, general obligation securities of the Town of Scarborough, Maine, including temporary notes in anticipation of the sale thereof, in an aggregate principal amount not to exceed **\$1,122,509**, plus any additional premium, and the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, call(s) for redemption, refunding(s), form(s), premium(s), and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chairman of the Town Council; and,

BE IT FURTHER ORDERED, That in furtherance of the voter-approved referendum questions authorizing the issuance of up to \$139,850,000 in general obligation bonds of the Town of Scarborough, of which \$139,850,000 remains authorized but unissued, in furtherance of the prior-approved Council Orders No. 25-071 and 25-072 relating thereto, and in order to continue to fund the prior-approved appropriation to fund a school project, the Treasurer and the Chairman of the Town Council are hereby authorized to issue, at one time or from time to time, general obligation securities of the Town of Scarborough, Maine, including temporary notes in anticipation of the sale thereof, in an aggregate principal amount not to exceed **\$4,700,000**, plus any additional premium, and the discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, call(s) for redemption, refunding(s), form(s), premium(s), and other details of said securities, including execution and delivery of said securities against payment therefore, and to provide for the sale thereof, is hereby delegated to the Treasurer and the Chairman of the Town Council.

Vote: 7 Yeas. Motion Passes.

Order No. 25-116. Act on the request from the Tax Collector for a waiver of foreclosure on the following property: 332 Garnet Drive – Map T002/Lot 332 and authorize the Town Manager to sign the necessary documentation. [Tax Collector] Thomas J. Hall, Town Manager, gave a brief overview on this Order.

The following individual spoke on this Order:

- Denise Hamilton of Two Rod Road, commented on the issue of property liens, mentioning a local instance where a neighbor repeatedly received liens with each tax bill. She questioned how

often the town allows such liens, noting that they can accumulate over years, impacting community tax dollars. She advocated for establishing limits on the frequency of these liens.

Motion by Councilor Anderson, seconded by Councilor Donovan, to move approval on the request from the Tax Collector for a waiver of foreclosure on the following property: 332 Garnet Drive – Map T002/Lot 332 and authorize the Town Manager to sign the necessary documentation.

Vote: 7 Yeas. Motion Passes.

Order No. 24-117. Act on the recommendations of Chair Council appointments. [Chairman Fellows] Chairman Fellows gave an overview on this Order.

Motion by Councilor Anderson, seconded by Councilor Hayes, to move approval on the recommendations of Chair Council appointments, as follows:

Town Council Standing Committees

Finance Committee: Larry Cain*, Karin Shupe, Jon Anderson

Ordinance Committee: Karin Shupe*, Bill Donovan, Jon Anderson

Communications: Jon Anderson*, Larry Cain, Michelle Hayes

Appointments and Negotiations Committee: Bill Donovan*, Cory Fellows, Karin Shupe

Rules & Policies Committee: Michelle Hayes*, Cory Fellows, Scott Doherty

Fair Hearing Authority: Jon Anderson*, Bill Donovan, Michelle Hayes

Citizen Boards/Committees - Town Council Liaison Appointments

ADA Advisory Committee (currently inactive) - Cory Fellows

Board of Assessment Review - Michelle Hayes

Board of Education - Bill Donovan

Chamber of Commerce - Larry Cain

Coastal Waters/ Harbor Advisory Committee - Scott Doherty

Community Services/Rec Advisory Board - Larry Cain

Conservation Commission & PMAC - Karin Shupe

Eastern Trail Alliance - Michelle Hayes

Firing Range - Cory Fellows

Historic Preservation (currently inactive) - Scott Doherty

Housing Alliance - Bill Donovan

Library Trustees - Bill Donovan

Long Range Planning Committee - Cory Fellows, Michelle Hayes

Planning Board - Karin Shupe

Parks and Conservation Land Board - Karin Shupe

Personnel Appeals Board - Jon Anderson

Open Space - Karin Shupe

Post-Referendum School Building Advisory Committee - Larry Cain

SEDCO - Jon Anderson

Senior Advisory Board (currently inactive) - Cory Fellows

Shellfish Conservation Commission - Scott Doherty

Sustainability Committee - Bill Donovan
Transportation Committee - Jon Anderson
Vulnerability Assessment/Implementation - Michelle Hayes

Outside Committees/Boards

Ecomaine - Karin Shupe GPCOG - Michelle Hayes METRO - Jon Anderson
MMA Policy Committee - Bill Donovan
PACTS Policy Committee - Cory Fellows

Vote: 6 Yeas. 1 Abstained [Councilor Doherty]

Item 10. Non-Action Item. None at this time.

Item 11. Council Member Comments.

- Councilor Hayes commented on revitalizing inactive committees, specifically the Senior Advisory Board, to engage seniors and address their expressed interests. Despite the board's dormancy, there was enthusiasm among community members to pursue opportunities for involvement. The importance of the Rules and Policies Committee was highlighted to determine strategies for managing dormant groups. Additionally, she noted there was a call to take proactive steps relating to LD1829, to build a foundational platform for initiative, inviting participation from other towns as efforts progress.
- Councilor Anderson commented in response to Councilor Hayes's comment regarding the Senior Committee, it was noted that the Senior Advisory Committee focused on seniors' recreation is inactive. However, the Active Adults group, which runs an age-friendly initiative, was identified as a more relevant resource for discussions on senior-related topics, such as infrastructure and transit. It was suggested to consider appointing a council liaison to this group, encouraging seniors to engage with it for more substantial discussions. He went on to comment about LD1829 and having the town become a vocal leader.
- Chairman Fellows noted that during discussions on the LD1829 approach, leadership engaged with the Town Manager and Assistant Town Manager, to explore support strategies, referencing actions from towns like Scarborough and Windham. A summarizing email highlighted common feedback themes. The initiative may take a unique form in Scarborough, ideally collaborating with its Augusta delegation and GPCOG. A workshop with senior town staff is planned for next Monday, December 8th at 5:00 p.m. to prepare for the Council goal-setting on January 10th. Additionally, a graduation ceremony for the Scarborough Fire Department celebrated ten new firefighters, emphasizing the department's growth.

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

Vote: 7 Yeas. Motion Passes.

Meeting adjourned at 8:02 p.m.

Respectfully submitted,

Yolande P. Justice
Clerk to the Council