Town of Scarborough

Parks and Conservation Land Board

Meeting Agenda

Tuesday, March 10th, 2026 – 12:00 to 1:30 PM

The Public Safety Building or Zoom

https://scarboroughmaine.zoom.us/j/87218185135

NOTE CHANGE OF LOCATION AT THE PUBLIC SAFETY BUILDING

1. Call to order
2. Attendance
3. Acceptance of January minutes
4. Welcome Betts Armstrong and Susan Williams
5. Public comment
6. Thanks
7. Talk of the Town
    a. LD1829 Response and impact on PCLB
        i. Accelerated purchases?
    b. Use of PCLB funds for active recreation places: ball fields, playgrounds, …
        i. Discussion with Community Services Committee chair
    c. Sustainable Scarborough Advisory Group
8. Approval of AEP 2.0 elements
    a. Transmittal letter, Application, Instructions
9. Review of Land Acquisition Assessment Form (LAAF 2.0)
10. Original AEP – Required Action?
11. Public comment
12. Agenda items for next meeting
13. Adjourn

2026 Meetings – Town Hall

Thursday May 14
Thursday July 16
Thursday September 10
Thursday November 12

Town of Scarborough

Parks and Conservation Land Bond

Minutes

DRAFT

Meeting of Thursday, January 8th, 2026- 10:00 to 11:30 AM

Location: Public Safety Building

1. Call to Order 10:04AM
2. Attendance
   - ✓ Stephen Zamierowski
   - ✓ Anton Bodor
   - ✓ Suzann Foley-Ferguson
   - ✓ Jessica Sargent
   - ✓ Richard Murphy
   - ✓ Noah Perlut
   - ✓ Maggie Vishneau
   - ✓ Richard Harvey
   - ✓ Nicole Hall
   - ✓ Karin Shupe
3. Public Comments- none
4. Elections
   a. Chair- Stephen Zamierowski nominated by Jessica, 2nd by Noah, unanimous
   b. Vice Chair- Anton Bodor nominated by Rick, 2nd by Jessica, unanimous
   c. Recorder- Maggie Vishneau nominated by Jessica, 2nd by Anton, unanimous
5. Updating the Application Process
   a. Application form, discussion, Stephen Zamierowski to draft and circulate a version. Comment from Scott Kunkler regarding language requesting appraisal, possible implications of treasury regulations referenced.
   b. Acquisition evaluation process documents (for PCLB members), discussion
6. Adjourn 11:29 AM Motion by Rick 2nd by Jessica, unanimous

2026 Meetings
Wednesday, March 10th 12:00 (new time and date).
Thursday, May 14th
Thursday, July 16th
Thursday, September 10th
Thursday, November 12th

TOWN OF
SCARBOROUGH, MAINE

April X, 2026

To the Town Council, Town Manager and staff of the Town of Scarborough,

Shortly after its establishment in 2001, the Parks and Conservation Land Board (PCLB) developed an Acquisition Evaluation Process (AEP) as its guide in assessing land purchases and conservation easements, and thus, performing its duty to make such recommendations to the Town Council. Version 1 of the AEP has served it well for a dozen Land Bond transactions.

With over 20 years of experience, the development and acceptance of the 2025 Open Space Plan (OSP25) and the approval of the $6 million conservation land bond in November of 2024, the PCLB has updated three key AEP elements and added a digital application. The updated elements are:

- The Land Acquisition Application
- The Application and Process Instructions
- The Land Acquisition Assessment Form (LAAF)

The LAAF has been transformed into a digital application (App) by Viewshed, our OSP25 consultants. This App integrates OSP25 GIS data with our evaluation criteria, making the initial scoring of a proposed parcel more accurate and less time-consuming for town staff.

All expected updates to the LAAF are reflected in the Application. Therefore, we will provide Viewshed with final LAAF edits after we receive Town Council feedback and approval. A test version of the LAAF output report is included in this packet.

The other notable update to our process is the insertion of an attestation of the parcel appraisal. You are now being asked to review and approve these updated components of the Scarborough PCLB Acquisition Evaluation Process.

Sincerely,

Stephen “Zam” Zamierowski, Chair
Parks and Conservation Land Board

Proposed Land Assessment Form

Creation Time: January 20, 2026 2:44 PM
Property / Project Name: 91 Mussey Road (Nonesuch River Preserve)
Project Type: Test
Total Score: 588.61

* denotes data that is pulled live into the application. Where a year is listed, that is the last time the data was checked for updates.

Clean Water				
ID	**Field Name**	**Scoring Description**	**Score / Value Assigned**	**Data Source(s)**
CW1	Parcel includes significant aquifer or aquifer recharge area	50 points assigned if data overlaps with site	50	Aquifer Recharge Areas (Scarborough Open Space Plan, 2025)
CW2	Parcel provides a buffer of natural vegetation from the edge of rivers, streams, salt and freshwater marsh, beaches & bay.	Based on the area of each buffer width that overlaps with the site: 75 ft buffer = 0.5 points per acre 250 ft buffer = 0.75 points per acre 500 ft buffer = 1 points per acre	41.2	National Hydography Dataset (2025), National Wetland Inventory (2025)
CW3	Parcel includes erodible bluff or steep slopes over 20% grade	50 points assigned if data overlaps with site	0	Unstable Bluff Data (Maine Geological Survey, 2025), Steep Slopes Over 20% (Open Space Plan, 2025)
CW4	Parcel includes highly erodible soils	20 points assigned if data overlaps with site	0	Erodible Soils (Soil Survey Geographic Database, NRCS, 2025)
	Additional CW Considerations (Notes)			User Input
	Additional CW Points Awarded		0	User Input

CW	Clean Water Total		91.2	
Environmental Hazards				
ID	**Field Name**	**Scoring Description**	**Score / Value Assigned**	**Data Source(s)**
EH1	Parcel includes land within or adjacent to the 10.9 ft migration plain	1/2 point per acre that overlaps with site, maximum 40 points	12.19	Sea Level Rise Scenarios (Maine Geological Survey, 2025)
EH2	Part or all of parcel is in the 100 year floodplain	1/2 point per acre that overlaps with site, maximum 20 points	10.22	FEMA Flood Maps (Flood Zones, 2025)
EH3	Parcel is included in, or adjacent to, a Resource Protection Zone	20 points assigned if data overlaps with or is adjacent to site	20	Resource Protection Overlay (Town of Scarborough, 2025)
EH4	Parcel is included in or adjacent to Shoreland Zone	20 points assigned if data overlaps with or is adjacent to site	20	Shoreland Zone Overlay (Town of Scarborough, 2025)
EH5	Size of parcel in acres	< 20 acres = 20 pts 21-50 acres = 30 pts 51-100 acres = 40 pts > 100 acres = 50 pts	40	Area of polygon drawn by user
	Additional EH Considerations (Notes)		Note: According to our data, the parcel is partially within the 10.9 ft SLR scenario and the Shoreland Zone, which is why this EH score differs from the previous scoring.	
	Additional EH Points Awarded			
EH	Environmental Hazards Total		102.41	
Habitat				
ID	**Field Name**	**Scoring Description**	**Score / Value Assigned**	**Data Source(s)**

H1	Parcel includes potential habitat for significant species	50 points assigned if data overlaps with site	50	Scarborough Habitat Data Layer (Open Space Plan, 2025)
H2	Parcel contains significant species	20 points assigned if data overlaps with site	20	Endangered, Threatened,and Special Concern Habitat (MDIFW)*
H3	Parcel includes wetlands	50 points assigned if data overlaps with site	50	National Wetland Inventory (2025)
Parcel includes habitat feature or designation, including:				
H4.1	Wildlife Corridor	10 points assigned if data overlaps with site	10	Wild Brook Trout Priority Conservation Habitat (MDIFW)*, Riparian Stream and River Buffers (Beginning with Habitat)*, Aquifer Recharge Areas (Scarborough Open Space Plan, 2025), National Wetlands Inventory (2025)
H4.2	Ecosystem of Significance	10 points assigned if data overlaps with site	0	Ecosystems of Significance (Maine Natural Areas Program, 2025)
H4.3	Deer Wintering Area	10 points assigned if data overlaps with site	0	Deer Wintering Areas (MDIFW)*
H4.4	Significant Vernal Pools	20 points assigned if data overlaps with site	0	Significant Vernal Pools (MDIFW)*
H4.5	Riparian/Road Connectors	10 points assigned if data overlaps with site	0	Riparian/Road Habitat Connectors (Beginning with Habitat, 2025)
H4.6	Tidal or Inland Wading Bird Waterfowl Habitat	10 points assigned if data overlaps with site	0	Tidal Wading Bird Waterfowl Habitat (MDIFW)*, Inland Wading Bird Waterfowl Habitat (MDIFW)*
	Additional H Considerations (Notes)			

	Additional Points Awarded			
H	Habitat Score Total		130	
Recreation & Connectivity				
ID	**Field Name**	**Scoring Description**	**Score / Value Assigned**	**Data Source(s)**
RC1	Creates a link between protected parcels	50 points assigned if site abuts 2+ protected land parcels	0	Scarborough Protected Lands (Open Space Plan)*
RC2	Parcel creates a link between trails	50 points assigned if site is within 100 meters of an existing trail	50	Scarborough Trails (Open Space Plan)*
RC3	Parcel abuts protected lands	50 points assigned if site abuts at least one protected land parcel	50	Scarborough Protected Lands (Open Space Plan, 2025)
RC4	Parcel is near protected lands	25 points assigned if site is within 800 meters of a protected land parcel	25	Scarborough Protected Lands (Open Space Plan)*
Public Access				
RC5.1	Provides public access for passive recreation	20 points assigned if user selects "yes."		User Input
RC5.2	Potential to Add or Expand Passive Recreation Opportunities	20 points assigned if user selects "yes."	Yes	User Input
RC5	Passive Recreation Opportunities Total		20	
RC6.1	Public Access to Ocean or Beaches	20 points assigned if there will be public access and feature is adjacent to or within site.	0	National Hydrography Dataset (2025)

RC6.2	Public Access to Saltwater Marsh or Tidal River	20 points assigned if if there will be public access and feature is adjacent to or within site.	0	National Wetlands Inventory (2025), National Hydrography Dataset (2025)
RC6.3	Public Access to Upland River, Lake, Pond, Freshwater Marsh	10 points assigned if if there will be public access and feature is adjacent to or within site.	0	National Wetlands Inventory (2025), National Hydrography Dataset (2025)
RC6.4	Public Access to Fields and Forest	10 points assigned if the user selects “yes.”		User Input
RC6.5	Public Access to Another Area	10 points assigned if user selects "yes."	0	User Input
RC6	Public Access Total Score		0	
RC7	Passive Recreation Access/Distribution	20 points assigned if there are no other passive recreation opportunities within 1/2 mile	0	User Input
Scenic Views	Parcel offers scenic views of any of the following from a public roadway:			
RC8.1	Marsh, Tidal River, Beaches, Bay		No	User Input
RC8.2	Field or Farmland		Yes	User Input
RC8.3	Forest Land		Yes	User Input
RC8.4	Rural Road Corridors		No	User Input
RC8.5	Special or Unique Vistas		No	User Input
RC8.6	Historical Significance, Archeological Site, Cemetery		No	User Input
RC8.7	Working Forest, Pasture, Farm		Yes	User Input
	Scenic Views Notes		Scenic view information taken from previous scorecard.	User Input
RC8	Scenic Views Total	20 points assigned if there is a scenic view of any of the above.	20	User Input

	Additional RC Considerations (Notes)		The trail score was automatically added because the Blue Trail is adjacent to the property.	User Input
	Additional RC Points Awarded			User Input
RC	Recreation and Connectivity Score Total		165	
Working Lands				
ID	**Field Name**	**Scoring Description**	**Score / Value Assigned**	**Data Source(s)**
WL1	Does this area contain crops, grazing land, or tree farming, and will it continue to be used for that?	30 points assigned if user input is "yes."	No	User Input
	Additional WL Considerations (Notes)			User Input
	Additional WL Points Awarded			User Input
WL	Working Lands Score Total		0	
Other Considerations				
ID	**Field Name**	**Scoring Description**	**Score / Value Assigned**	**Data Source(s)**
Funding Sources				
OC1	Leveraged Investment	50 points assigned if the percent of Land Bond funding is 50% or less. 20 points assigned if the percent of Land Bond funding is 51-75%.	50 (based on 47.7% Land Bond Funding)	User Input
OC1.1	Private Funding		Scarborough Land Trust, Landowner Donation	User Input
OC1.2	State Funding			User Input
OC1.3	Federal Funding		NAWCA	User Input
OC1.4	Other Funding			User Input

OC1.5	Non-Town Funds Allocated for Parcel Maintenance and Improvement	20 points assigned if there are non-Town funds allocated for maintenance/improvement of the site.	0	User Input
OC2	Is a portion of this parcel included in the 2025 Open Space Plan High Value or Focus Areas?	50 points assigned if data overlaps with site	50	High Value Focus Areas (Scarborough Open Space Plan, 2025), Contiguous Focus Area (Scarborough Open Space Plan, 2025)
	Additional OC Considerations (Notes)			User Input
	Additional OC Points Awarded			User Input
OC	Other Considerations Total Score		100	
Total Score:			**588.61**	

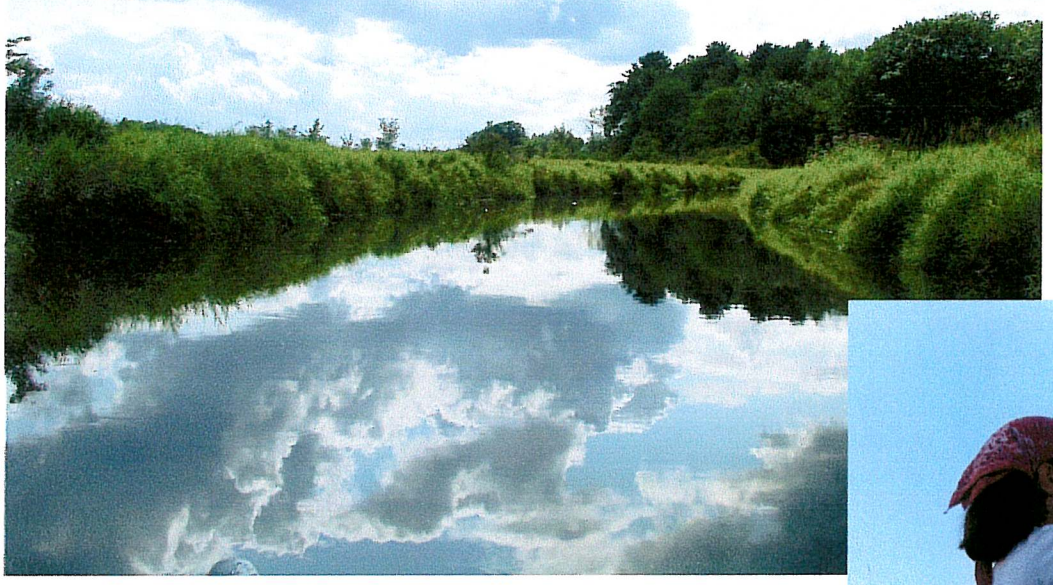
Note: To view more detail or adjust scoring, please see the online Scarborough Land Aquisition Assessment Form.

Mussey Rd
Carrier Wood Rd
Nielsen Rd
Scarborough Free Baptist Church
Honan Rd
Gorham Rd
Gorham Rd
Vantor | Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologie... Powered by Esri

Parks and Conservation Land Board

Acquisition Evaluation Process

Town of Scarborough, Maine



Presented to the Town Council by the
Parks and Conservation Land Board

Suzanne A. Foley-Ferguson, Chair
Paul Austin, Vice Chair

Process Adopted
January 8, 2003

TOWN OF SCARBOROUGH, MAINE

Parks and Conservation Land Board
Land Acquisition Application

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. Details may be found in the Land Acquisition Application Instructions document.

3. Submit the completed application and required materials to **pclbapplications@scarboroughmaine.org**. Questions about the process or the application may also be directed through this same email address.

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. See Instruction document for more details.

REQUIREMENTS	**x**
Site Location Map	
Assessor's Map *(with abutting properties)*	
Photo(s)	
Budget *(please refer to Instructions for details)*	
Valuation Attestation (*please refer to Instructions for details)*	
Acknowledge presentation requirement	
Provide THREE site visit date options (below)	

TOWN OF SCARBOROUGH, MAINE

Land Acquisition Application Form

GENERAL INFORMATION

Applicant Name: _____ **Date:**_____

Type of Applicant *(please select one)*: **Non-Profit** ☐ **Government** ☐ **Corporation** ☐ **Individual** ☐

Contact Person: _____

Phone: _____ Email: _____

Mailing Address: _____

_____

This transaction is a *(please select one)*: **Sale** ☐ **Donation** ☐ **Bargain Sale** ☐

Note: Bargain Sale includes a sale at a discounted price or a cash contribution back to the buyer.

Type of transaction *(please select one)*: **Land Ownership** ☐ **Conservation Easement** ☐ **Other** ☐

If this is a Conservation Easement, is it an Agricultural Easement? Yes ☐ No ☐

Are there other committed sources of funds for this transaction besides the Applicant and Scarborough PCLB?

Yes ☐ **No** ☐ If yes, please provide source(s) and amount(s): _____

Property Name: _____

Property Address: _____
Scarborough, ME 04074

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

_____

_____

LAND/PARCEL DESCRIPTION

Deed Type: _____ Book/Page: _____

Tax Map # _____ Lot # _____ Zoning District _____

Total Acres: _____ Proposed purchase acres: _____

Proposed purchase easement: _____

Proposed donation: _____

LAND/PARCEL DESCRIPTION (cont.)

Are there buildings on the property? Yes ☐ No ☐

If yes, are they a part of the proposed purchase? Yes ☐ No ☐

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

If yes, describe _____

Is there an existing boundary survey? Yes ☐ No ☐

Is there a potential boundary dispute? Yes ☐ No ☐

*If yes, describe*_____

Please provide three date and time blocks the week following the application submission date when the applicant is available to host a site visit.

Date_____ between the hours of _____ AM or PM and _____ AM or PM
Date_____ between the hours of _____ AM or PM and _____ AM or PM
Date_____ between the hours of _____ AM or PM and _____ AM or PM

SITE DESCRIPTION

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

Yes ☐ No ☐ Unknown ☐

Species_____

Organization/Agency_____

2) What significant species or evidence of significant species have been observed on the parcel?

_____

Is there photographic evidence of these species being on this parcel? Yes ☐ No ☐
If yes, please provide in photo attachment.

3) Does this parcel abut any public or protected lands? Yes ☐ No ☐

Describe: _____

_____

4) Are there Public or protected lands nearby? Yes ☐ No ☐

Describe: _____

_____

SITE DESCRIPTION (cont.)

5) Does the parcel contain any of the following? (check all that apply)

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

6) This parcel includes erodible bluffs or steep slopes of over 20%. Yes ☐ No ☐ Unsure ☐

7) Will the parcel offer public access for recreation? Yes ☐ No ☐

Will the parcel offer trails for public access? Yes ☐ No ☐

Is there a plan to add new trails? Yes ☐ No ☐

8) Will the parcel provide public access for the following?

(Check all that apply)

- ☐ Pedestrian activities like walking, skiing, snowshoeing, picnicking, birding
- ☐ Non-motorized biking
- ☐ Electronic biking
- ☐ Motorcycles, ATVs or snowmobiles
- ☐ Horseback riding
- ☐ Hunting
- ☐ Fishing
- ☐ Educational programs
- ☐ Scientific research
- ☐ Other *(please specify)*_____

9) 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 farm
- ☐ Forestland
- ☐ Historical sites, cemetery, significant archeological or geographical site

SITE DESCRIPTION (cont.)

10) Does this parcel include any agricultural uses? (check all that apply)

Current ☐ Future ☐

Describe: _____

_____

PROJECT SUMMARY

Please provide a brief summary of what makes this parcel suitable for public acquisition, including special features, proximity to existing public lands and the value to the people of Scarborough. (500 words max.)

Land Acquisition Application Form
VALUATION/ATTESTATION

1. An appraisal is required, in most cases. Has an appraisal been done by a licensed appraiser on this parcel in conjunction with this transaction?

   Yes ☐ No ☐

   ***If yes**, please complete A-C below and include a copy of the appraisal report.*

   If no, describe why in D below.

   If an appraisal has been done, but the report cannot be made available, please complete A-C below and have appraiser complete the Appraiser Attestation (Exhibit A)

   If appraiser is unable to provide the Appraiser Attestation, complete A-C below and complete the Applicant Attestation (Exhibit B)

   A. Licensed appraiser's name: _____

   B. Appraiser's license number _____

   C. Appraised value $ _____

   D: Comments: _____

   _____

   _____

   _____

   _____

   _____

   _____

Land Acquisition Application Form
APPRAISER ATTESTATION (Exhibit A)

To be completed by licensed appraiser:

I, _____, hereby certify that the appraisal I prepared
First Name, Last Name

for the property located at _____,
Physical Location or Other Identifer

dated _____, yielded a value of _____.
Date of Appraisal ***Appraised Value***

I further certify that the appraisal report conforms with and is subject to the requirements of the Uniform Standards of Professional Appraisal Practice (USPAP).

_____ _____

Date Signature

TOWN OF SCARBOROUGH, MAINE

Land Acquisition Application
APPLICANT ATTESTATION (Exhibit B)

To be completed by the Applicant:

I, _____, hereby certify that the appraisal
First Name, Last Name

for the property located at _____,
Physical Location or Other Identifier

provided by a licensed appraiser on the appraisal report dated _____,
Date of Appraisal

yielded a value of _____.
Appraised Value

_____ _____

Date Signature

Parks and Conservation Land Board
Application and Process Instructions

Thank you for your interest in partnering with the Town of Scarborough on land conservation. Usage of Parks and Conservation Land Bond funds requires the approval of Scarborough Town Council, which is preceded by an evaluation and recommendation to the Council by the Town's Parks and Conservation Land Board (PCLB).

The Scarborough conservation land purchase or conservation easement process begins, formally, when an applicant completes a Land Acquisition Application, requesting Land Bond Funds for all or part of their land conservation project.

Potential applicants who wish to initiate a land conservation partnership and/or other interested parties who wish to explore a land conservation project can request an initial consultation with the Town Staff liaison to the PCLB.

The Land Acquisition Application and instructions are available from the Town Staff liaison to the PCLB, the Town Clerk's Office, and the Planning Department.

The application and evaluation process are outlined below:

1) **Submission by Applicant, which includes:**
   a. Land Acquisition Application
   b. Acquisition transaction costs and budget, including:
      i. Purchase price
      ii. Transaction fees such as appraisal and legal fees, and staff time
      iii. Other sources of funding
      iv. Stewardship cost estimate
   c. Valuation report or valuation attestation
      i. A copy of the appraisal is requested. Please note, the appraisal becomes a public document when submitted. Alternatively, submit the Appraiser Attestation on the application (Exhibit A). If the applicant cannot obtain an attestation from their appraiser the applicant should submit the applicant attestation, also on the application (Exhibit B).
   d. Site location map and Assessor's Map with abutting properties; maps may be obtained from the Assessor's office.
   e. Up to 10 Photos: Aerial and/or Google Earth; natural features, observed animal, etc.

2) **PCLB performs phase I review and scoring, mostly GIS data input.**

3) **Applicant hosts a site visit with PCLB members.**

4) **Applicant Presentation to PCLB at a regularly-scheduled PCLB meeting, content should include:**
    a. Summary of written application
    b. History of the property
    c. How will Scarborough residents benefit from conserving this property
    d. Why now? Is timing critical?
    e. Q&A

5) **Phase II Evaluation, during presentation meeting**
    a. PCLB members perform a quantitative and qualitative evaluation based on all available information'
    b. PCLB members vote on recommending use of Land Bond funds to the Town Council

6) **First reading of PCLB's recommendation to the Town Council at a regularly-scheduled Council meeting**
    a. Applicants are encouraged to attend

7) **Second reading of PCLB's recommendation and Town Council vote at a regularly-scheduled Council meeting**
    a. Applicants are encouraged to attend

8) **Formal Notification of use of Scarborough Parks and Conservation Land Bond funds**

The time period from application to Town Council approval varies depending on many factors, such as the volume of active PCLB requests and overall schedule and responsibilities of the Town Council. Typically, the process takes three to four months. Please clearly state if there is a contractual deadline that may warrant an expedited process.

Scarborough, Maine
Parks and Conservation Land
Acquisition Evaluation Process
January 2003

Respectfully Presented by the
Parks and Conservation Land Board

Suzanne A. Foley-Ferguson, Chair
Paul W. Austin, Vice-Chair
Ralph R. Karam
Mark Polli
Mark E. Porada
Douglas R. Williams
Steve Ross, Councillor Liaison

January 3, 2003

To the Town Council, Town Manager and Staff of the Town of Scarborough,

The Parks and Conservation Land Board is proud to present to you the report of our committee on Scarborough's conservation land acquisition process. Established in August of 2001, the Board was charged with developing a written *Acquisition Evaluation Process* (AEP) that is consistent with the purposes outlined in the November 2000 bond referendum to purchase conservation land. At that time, the voters of Scarborough voted 3:1 to support the expenditure of $1.5 million to purchase lands for conservation and recreation. You are being asked to approve the first land AEP so that we can begin to recommend and advise the Town Council on future purchases.

The AEP is intended to become the basis by which the Town of Scarborough evaluates land for acquisition. The process was created to provide consistency, but as its use reveals need, the assessment tools may be fine-tuned, points may be redistributed and other changes may be recommended. Any substantive changes to the process will require Town council consideration and approval if the AEP is adopted as council policy as we are recommending.

We are grateful to the Town Council for supporting our work, and for your unanimous support of the permanent Land Acquisition Reserve Fund. We appreciate your confidence in our ability to develop objective criteria in a process that can and will often be subjective. We want to thank the individuals who served on the Land Bond Task Force, the Open Space Study and the Growth and Services Committee. Their reports form the foundation of our recommendations. The Board would also like to recognize the reviewers who provided feedback on our Detailed Assessment Form.

The Parks and Conservation Land Board spent enormous amounts of time and energy developing the AEP and accompanying evaluation tools. I want to personally thank each Board Member for his work. This is an exciting time for Scarborough. Purchasing conservation land is a monumental step for the community. The Board and the Town Council will be leaving a legacy for the residents of Scarborough and the region to enjoy forever.

Sincerely,

S.A. Foley-Ferguson

Suzanne A. Foley-Ferguson
Chair, Parks and Conservation Land Board

Acknowledgements

We would like to thank the following organizations and individuals for their participation in developing our Acquisition Evaluation Process: (in no particular order) Jeremy Wintersteen, The Trust for Public Land, Phil Bozenhard, the Maine Department of Inland Fisheries and Wildlife, Barbara Vickery, the Nature Conservancy, Laurene Swaney, the Scarborough Land Conservation Trust, Gary Lamb, The Habitat Project, Lucy LaCasse, Maine Audubon and Natural New England Magazine, Ron Owens, Scarborough Town Manager, the Scarborough Conservation Commission, the Community Services and Recreation Advisory Board, Lois Winter, the U.S. Fish & Wildlife Service and Gulf of Maine Program, Tim Glidden, the Land for Maine's Future Program, Megan Hellstedt, Maine Coast Heritage Trust, Friends of Scarborough Marsh, Ward Feurt, Rachel Carson National Wildlife Refuge, Emily Pinkham and Don Cameron the Maine Natural Areas Program, Barbara Charry, the Department of Conservation, Fred Kilfoil, Tracy Allen, and Susan Auglis.

-The Parks and Conservation Land Board

I'd like to personally thank each of the committee members for taking on secretarial role on a rotating basis and working so hard on this AEP. Special thanks to Paul Austin as Vice Chair, who led the committee when I could not be there.

-Suzanne A. Foley-Ferguson, Chair

Preface
Parks and Conservation Land Board
Letter to the Town Council
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Appendices

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Appendix B Twelve Recommendations of the Land Bond Task Force
Appendix C Land Acquisition Reserve Fund Ordinance
Appendix D Scarborough's Land Bond Referendum
Appendix E Parks and Conservation Land Board Ordinance
Appendix F Preliminary Evaluation Form (Qualitative)
Appendix G Detailed Assessment Form (Quantitative)
Appendix H Benchmark Properties
Appendix I Reviewers Mailing List
Appendix J Acquisition Evaluation Process (AEP) Quick Summary
Appendix K Land Acquisition Application Form and attached Map

Executive Summary

Established in August of 2001, the Parks and Conservation Land Board (the Board) was charged with developing a written *Acquisition Evaluation Process* (AEP) that is consistent with purposes outlined in Scarborough's November 2000 bond referendum to purchase land. After reviewing similar processes developed by other organizations, the Board determined that both objective and subjective criteria are necessary to create a consistent framework for recommendations to the Scarborough Town Council. The Parks and Conservation Land Board requests that the Town Council approves the Acquisition Evaluation Process described in this report.

The AEP consists of four main parts: the application, the presentation to the Parks and Conservation Land Board, the board's evaluation of the property, and the development of the recommendation to the Town Council. The property evaluation will include a qualitative preliminary evaluation, a site visit, a detailed assessment, and consideration of other significant factors prior to making a purchase recommendation to the Town. The final written recommendations will contain a suggested purchase strategy, possible partners, and the manner in which the board believes the property should be managed.

Objective evaluation criteria were developed specifically for Scarborough in the form of a Detailed Assessment Form. The form gives points to parcels of land for criteria that were deemed valuable by Scarborough's citizens in their surveys. The form was refined after developing priorities and with the assistance of expert reviewers.

This AEP is intended to become the basis by which the Town of Scarborough evaluates conservation land for acquisition. The process will be fine-tuned as more properties are evaluated. Already five properties have been evaluated using the forms and will be the benchmark for comparison in the program's early years.

Some additional recommendations are included because they are necessary to an ongoing acquisition program. For a successful program, Scarborough should also:

1. Fund the Reserve Fund with yearly appropriations.
2. Work on Ordinance Improvements.
3. Progress on the Land Bond Task Force and Growth and Services Recommendations.
4. Work towards additional funding and development of the program.
5. Develop a formal land acceptance policy that can be used in planning.
6. Revisit open space impact fees and/or density offset fees.

Background and History

Development pressure due to urban sprawl is changing the character and financial structure of many Maine communities. That is one reason why an increasing number of communities in Maine are turning to land acquisition to manage growth and related tax increases. The conservation of special areas as open space can be less costly to taxpayers than residential development in the long run, because open space has been shown to help maintain community character while costing less to service.

Scarborough's current Comprehensive Plan was adopted in 1994. Since then, many surveys and reports have indicated that the Scarborough community is ready for a land acquisition program. An Open Space Study completed in 1999 suggested that the town create a permanent land acquisition fund. The proposal, brought to the Town Council by the Open Space Committee and included in their report was never adopted.

Next, a Growth and Services Committee (G&S) was created to study the impacts of development and explore strategies to manage growth. A survey conducted by the consulting firm Market Decisions for that committee indicated that most Scarborough residents place a high value on environmental protection, open space, and the rural character of Scarborough. This data reinforced the results of earlier surveys that showed support for purchasing lands (Appendix A).

In April of 2000, the G&S committee presented a comprehensive study and report to the town. The Report recommended the creation of a land acquisition strategy and a funding mechanism to purchase open space. The recommendation was based in part on the following statistics: 59% of the residents strongly agreed that Scarborough should adopt a plan for conserving and using open space and 57% strongly agreed that the town should purchase and protect areas of scenic beauty.

A Land Bond Task Force (LBTF) was formed in June of 2000 to assist the Town in developing a land purchase strategy. The Trust for Public Land (TPL), a national non-profit group that assists towns, was asked to work with the LBTF to develop a ballot initiative and program to finance the protection of open space. The LBTF report was completed in September 2000 and suggested strategies to fund and manage a land purchase program. The strategies included twelve specific recommendations (Appendix B). The report also proposed language for a local bond referendum. Since then, the Town Council has voted positively on six of the twelve recommendations; one of which was the creation of our committee, the Parks and Conservation Land Board.

Funding Land Acquisition

There are many ways to pay for a land acquisition program. Some are:

- Impact fees
- Voluntary Contributions and Grantors
- Bonding
- General appropriations

While the Maine State Statute on **impact fees** lists parks and open space preservation among the allowable purposes, no town in Maine has yet used them. The Scarborough Town Council initiated an impact fee study in 2000. An expert consultant evaluated all allowable fees, including open space fees. After much discussion, the Council adopted a school impact fee in 2001 opting not to create fees for recreation or other services. This fee became the second impact fee in Scarborough along with the Road Impact Fee.

Another way to pay for a land purchase program is with **voluntary contributions**. Though non-profit land trusts count on donations to purchase land, town governments rarely do. But Scarborough does receive recreation contributions. Developers in Scarborough typically donate $500 per residential unit for recreation. This is not a formal policy, there are no standards or procedures, and in some cases the town has opted to accept land contributions in lieu of cash donations.

Scarborough has benefited from many other **grantors** as well: Maine Coast Heritage Trust, the National Fish and Wildlife Foundation ($25,000), and the Davis Family Foundation, to name a few. A grant from the Maine Outdoor Heritage Fund, a lottery fund, was awarded to the Scarborough Land Conservation Trust in 1996 for the Libby River Farm ($63,000). This is the fourth and maybe the most important way to pay for programs. Leveraging **donations** and other funds in the form of matches can increase the value of dollars incredibly fast. One of the recommendations of the LBTF is to attempt to leverage taxpayer dollars by 3:1. Matches on a 1:1 or 2:1 basis are more probable.

Bonding is a third way to pay for land acquisition. The 1999 state bond program known as the Land for Maine's Future Fund (LMF), received great support in Scarborough. 73% of the voters favored the 50 million-dollar bond issue. Typically there is strong support locally and statewide for bond measures for open space. In 1996 and 1999 Maine voters authorized bonding for parks and historic sites as well. Scarborough benefited from each of these bonds: first for the purchase of Scarborough Beach, and then for the Scarborough Land Conservation Trust's purchase of the Fuller Farm ($250,000).

Scarborough Town Council supported the Fuller Farm purchase with a $215,000 appropriation in their 2001 capital improvement budget. This was the first time a large amount of money was appropriated by the Scarborough Town Council for conservation purposes. **General Appropriations** are a fourth method of funding land acquisition.

A town shows commitment to our natural resources when it appropriates funds to purchase conservation land. A town shows ongoing commitment to land protection by creating a *permanent* fund for acquiring open space. The Town Council of the Town of Scarborough approved the creation of the Land Acquisition Reserve Fund in November 2002. (Appendix C) At that time, Section 7 of Article XXII was amended to allow the council to appropriate money to the fund by yearly appropriations, offset fees, impact fees, bonds or notes, donations, grants, and other sources.

The Bond Measure

By a margin of 3:1, the voters of Scarborough joined Freeport, Falmouth, Cumberland and North Yarmouth in November of 2000, by favoring a local bond referendum to fund land acquisition. Voters overwhelmingly passed the $1.5 million bond for open space (Appendix D). Specifically, the community authorized future purchases of properties in five main categories: natural resources, linkages and buffers, public access, active and passive recreation, and community character. Scarborough's first land bond authorized the Council to purchase land to

- Provide or maintain public access.
- Allow passive or active recreation
- Conserve water quality, natural resources or other natural areas
- Provide easements for walking or biking
- Preserve significant historic sites
- Protect sites that contribute to Scarborough's character
- And/or add to existing conservation and public areas.

Land Acquisition Reserve Fund

In addition to the bond authorization, the recently created Land Acquisition Reserve Fund will provide an ongoing source of money to use for the purchase of open space.

The Parks and Conservation Land Board recommends that the Council appropriates a certain amount each year to ensure that the Land Acquisition Reserve Fund is adequately supported. While creating the town budget, the Town Council can include a specified appropriation for the purchase of conservation land. Alternately, or in addition, the Council can authorize the Town

Manager to place unspent budgeted funds from certain departments and committees into the Land Acquisition Reserve Fund at the end of the year.

Parks and Conservation Land Board

The Parks and Conservation Land Board was established by the Town Council to develop an Acquisition Evaluation Process (AEP) and to use the AEP recommend the purchase of conservation land or rights to land to the Town Council (Appendix E). The Board will evaluate only property that is brought to it, and owned by willing sellers.

The Board began its work by reviewing information about the "how tos" of evaluating conservation land. Staff from the Trust for Public Land (TPL) and volunteers from the Scarborough Land Conservation Trust (SLCT) assisted them. In addition, they reviewed the Land for Maine's Future (LMF) Workbook, the Nature Conservancy's evaluation book, the South Portland Open Space Strategic Plan the Town of Falmouth's Land Acquisition Advisory Committee Report to the Council. The Board also consulted the Freeport Land Bank Fund, the Town of Falmouth's Land Acquisition Ordinance and a similar program in Cumberland.

The Framework---One of the most valuable resources was found to be the workshop, binder and GIS maps developed by the Maine Natural Areas Program entitled "Beginning with Habitat". The Natural Areas Program is a cooperative project between Maine's natural resource agencies, non-profit agencies, and the federal government. *Beginning with Habitat* is a cutting edge approach to conserving open space for plants, animals and people. Since the loss of habitat and the decline of species is caused not simply by development, but by the *pattern* of development, this project encourages a specific approach to protecting land. According to the Habitat project, 80-95% of all Scarborough's native wildlife species will likely be preserved if energy is focused on this habitat-based approach. The goal is to conserve the highest value habitat first.

Large blocks of land, when cut into smaller and smaller pieces incrementally, result in the fragmentation of habitat. Generally speaking, large blocks protect a greater number of species, as well as some species that are indicators of the health of the environment. The strategy to use is threefold: protect large unfragmented blocks, riparian and wetland habitat, and rare or special species locations. The project suggests that we adopt the following steps:

Step 1. Implement the state Shoreland Zoning Regulations to the fullest. This will require accurate local mapping of all water of concern to Shoreland zoning.
Step 2. Protect high value animal and plant habitats by incorporating them into resource protection zones.
Step 3. Conserve large blocks of habitat using available tools.

Developing the Process After a review of available information the Board began developing the Acquisition Evaluation Process. Qualitative and quantitative evaluation forms were created using the framework provided by other communities. The foundation of the entire process, however, is the Town of Scarborough's attitude surveys about protection priorities. The forms are called the Preliminary Evaluation Form and the Detailed Assessment Form (Appendix F and G). Since the forms and the entire process is intended to be as objective as possible, and because more than one project may come before the Board at a time, a base of properties to reference was important. Sample properties were evaluated using the forms that were developed to gauge our perception of how the tools we created would work.

Benchmark Properties

Five well known properties that are owned by either the Town of Scarborough or the Scarborough Land Conservation Trust were evaluated and given a score using the Detailed Assessment Form. The results were compiled in a Benchmark Properties document (Appendix H).

Benchmark Properties of various sizes were purposely evaluated. The parcels are:

- Fuller Farm
- Libby River
- Sewell Woods
- Scarborough River Wildlife Sanctuary
- Town Forest (off the Eastern Trail)

Evaluating these benchmark properties served two purposes. First, the committee was satisfied that these properties of known intrinsic value provided a good test of the relative validity of the Detailed Assessment Form. Second, future assessments will be compiled in this Benchmark Properties Document to provide an ongoing database of evaluation and allow future fine-tuning of the assessment form.

The final working draft of the Detailed Assessment Form (the quantitative tool) was then mailed to 46 individuals and natural resource agencies for review (Appendix I). The response from reviewers was favorable. Their comments and suggestions were discussed and changes were made to the form.

All of the criteria that the Board will use are valuable for assessing parcels, however the detailed assessment score is not intended to be the means by which the decision is made to recommend a property for purchase. It will serve as one of four parts in the evaluation process: preliminary evaluation, site visit, detailed assessment and significant other factors. The final "score" is simply a number used for guidance.

The Acquisition Evaluation Process (AEP)

The Acquisition Evaluation Process is outlined here and described in the Quick Summary (Appendix J).

I. Application
   A. Three-page Land Acquisition Application Form
   B. Two maps-location and parcel
   C. Photo (s)
II. Presentation to Parks and Conservation Land Board
   A. How do the people of Scarborough benefit by conserving this property?
   B. Why are you bringing this to us now?
III. Evaluation
   A. Preliminary Evaluation (qualitative)
   B. Site visit
   C. Detailed Assessment (quantitative)
   D. Other significant factors
IV. Recommendation to Town Council
   A. Purchase strategy
   B. Possible partners
   C. Management arrangements & funding

I. Application-The process of evaluation begins when the property is brought before the Board with a completed Land Acquisition Application Form (Appendix K).
A land purchase proposal can be brought to the board by:

- An individual landowner or his/her agent
- A group such as the Scarborough Land Conservation Trust or Friends of the Marsh
- or the Conservation Commission
- Town staff, elected officials, or town committees such as the Conservation Commission
- Any citizen requesting that the Board evaluate a parcel from a willing seller

The three-page Land Acquisition Application Form will be available from the Town Clerk's Office and the Planning Department. Each applicant will be asked to complete the form and provide a parcel map that can be obtained from the Assessor's office. The applicant will be asked to indicate the property on the map in the packet, as well. A copy of all applications will be kept on file in the Community Services and Recreation Department.

II. Presentation to the Board-All presentations to the Parks and Conservation Land Board shall be done at regularly scheduled meetings and no application shall be presented without a completed application form. Presentations can be in the form of discussions, slide shows or videos. They may be simple or elaborate, but no more or less weight will be given to either. Applicants should attempt to be comprehensive, but brief. Presentations to the Board should not exceed 20 minutes. The focus of the presentation should address the question "How do the people of Scarborough benefit from the conservation of this property?"

During and after the presentation, members of the Board may ask questions, or request additional information. They may schedule a site visit or another meeting at that time, or they may work on the Preliminary Evaluation Form.

III. Evaluation

A. Preliminary Evaluation The Preliminary Evaluation Form is a qualitative assessment tool (Appendix F). It will be used to determine whether or not an application should move forward.

When time permits, the Board will complete a preliminary evaluation form for the properties that have been presented on the same night as the presentation. If on any particular meeting day there are more presentations than can be evaluated, the committee may opt to hear the presentations one night and begin evaluations on another night.

When a parcel is selected for additional review, the applicants will be notified by mail. A copy of that notification will be sent to the Town Council to apprise it of work in progress.

B. Site visit A site visit will be scheduled any time that the preliminary evaluation indicates that the property would be valuable to Scarborough for the purposes outlined in the bond and the LBTF report. Site visits will be scheduled at a regular meeting, but may take place during the evenings or weekends. No business shall be transacted during the site visit.

C. Detailed Assessment After a site visit, the Board will complete a detailed assessment of the property using the Detailed Assessment Form (Appendix G) with assistance from the applicant and/or professionals in the area of conservation and recreation. Thus each property will receive a "score" that can be compared to other properties. (see Benchmark Properties) The recommendation to purchase the property, or not purchase the property will not be based solely on this score. Instead it will be used as a yardstick to guide the discussion. All properties that are evaluated will be added to the benchmark property data.

D. Other significant factors Prior to making any recommendations, other factors will be considered, particularly when a property appears to be important, but scores low on the Detailed Assessment Form. Sometimes one very important feature can determine a property's worth to a community. Some factors include:

- Urgency
- Opportunities for leveraging
- Unique circumstances
- Natural features not described in forms used

IV. Recommendation to Town Council

Presentation of a land purchase recommendation will be at a regular Town Council meeting. The Board recommends that a workshop prior to the formal recommendation be scheduled Recommendations to the Council from the Board will include:

A. Purchase Strategy In preparing a final recommendation to the Town Council, the PCLB will develop the purchase strategy or approach that is most likely to be successful. The strategy may include a timetable, the format of expending dollars (bonding, land reserve fund, appropriations), etc.

B. Possible Partners The Board will investigate all possible partners in the project. Partners are likely to increase the value of our dollars by leveraging other grants and donations. The non-profit Scarborough Land Conservation Trust may be an ongoing partner for example. When necessary, the Board will solicit input from the Conservation Commission and/or any other knowledgeable sources. In addition, there may be properties that could be viewed as mixed-use properties, where other departments may be interested in using a part for non-conservation uses. All of this information will be taken into consideration prior to providing a recommendation to the Council.

C. Management and Funding Arrangements In addition, recommended management arrangements will be presented. This could include conservation easements or variable ownership. Long term funding of the maintenance costs will also be recommended. Endowments, and other sources of funds will be considered.

The Board recommends that the Town Council acts on whether or not to support the purchase in the form of a formal Town Council Resolution. Once the Council has made its decision, the Board has completed its work and will continue to evaluate additional parcels for possible purchase. The Town Council may give additional specific direction to the Board at that time with regards to the property being considered.

Since real estate negotiations can be sensitive, much of the discussions may take place in Executive Session. The First and Second Readings and Public Hearing for the expenditure will probably take place a later time.

Next Steps

Our report is complete, but when the Town Council approves the AEP the work of the Parks and Conservation Land Board has really just begun. There are other activities that the Board, the Council, or other interested groups should be considering to improve Scarborough's Land Acquisition Program. Listed below are four.

1. Fund the Program

The Community of Scarborough is in an excellent position right now (2002) to begin its land acquisition program. The bond rates are low, and programs such as the Land for Maine's Future program offer potential to leverage local funds. Unfortunately, this situation is not permanent. In order to continue to purchase pieces of land that are important to Scarborough's character and to its wildlife, a commitment to ongoing funding is necessary.

Not only is Town money important for financial reasons, but also most potential funding partners require it. They want to see a commitment at the source. They want the local residents to say, "Yes, this is important to me". In adopting a permanent Land Acquisition Reserve Fund, the Town has taken a giant step in the right direction.

An additional way to provide funding is to allow developers to increase the unit density in areas better suited for growth in exchange for a portion of the money needed to offset that density. In November 2000, the Town Council approved an Open Space offset fee for a development in the Dunstan area. This could be a model for providing alternatives to developers, while funding the purchase of open space. Impact fees should also be revisited.

2. Shoreland Zoning Improvements / Subdivision and Site Plan Ordinances

The Town should continue to follow up on the Recommendations of the G&S committee in relation to zoning issues. As an example and as was recommended by the *Habitat Project,* Scarborough's Shoreland Zoning Ordinance should be reviewed and amended. How parcels are zoned should be related in part to their value to the community and the environment.. In addition, rezoning may need to take place because there is also strong support to increase the protection of Scarborough's streams and tributaries. Likewise, a review of the subdivision and site plan ordinances is necessary.

3. Land Bond Task Force Recommendations (Appendix B)

The Town of Scarborough should continue to move forward on the Open Space Study, the Growth & Services, and the Land Bond Task Force. Specifically the Town should

- Formalize the recreation contribution fee or creating an open space impact fee.
- Commit to yearly budget appropriations.
- Provide or attract contributors to maximize leveraging.
- Develop strategies for land management with assistance of the Community Services and Recreation Advisory Board, the Conservation Commission and other groups.
- Create open space offset fees as incentives for developers in the form of either Transfer of Development Rights or Density Bonuses.

4. Grantors, Partners, Additional Funding, Modifications

The Board will continue to refine the AEP and will be apprising the Council whenever there are minor modifications. All substantial changes will be presented to the Council for approval.

As potential purchase partners are identified, the town will learn more about additional funding through private or government programs. We recommend that the town create a database of possible grantors and continue looking for additional ways to maintain the land acquisition fund.

The Parks and Conservation Land Board recommends that the Council approve the AEP process presented here so the Town can begin to participate in the conservation of special places in Scarborough.

References

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Update of the Scarborough Comprehensive Plan. The Citizens of Scarborough's Comprehensive Plan Review Committee. Neal Gregoire, Chairman. Scarborough, Maine, July 20, 1994.

Appendices

Appendix A	Summary of Scarborough Surveys
Appendix B	Twelve Recommendations of the Land Bond Task Force
Appendix C	Land Acquisition Reserve Fund Ordinance
Appendix D	Scarborough's Land Bond Referendum
Appendix E	Parks and Conservation Land Board Ordinance
Appendix F	Preliminary Evaluation Form (Qualitative)
Appendix G	Detailed Assessment Form (Quantitative)
Appendix H	Benchmark Properties
Appendix I	Reviewers Mailing List
Appendix J	Acquisition Evaluation Process (AEP) Quick Summary
Appendix K	Land Acquisition Application Form and attached Map

Appendix A
Abbreviated Survey Summaries

Includes:

- **1990 Community Attitudes**
- **Open Space Study Surveys**
- **1999 Community Attitudes Survey**
- **Growth and Services Report**

1990 Survey Summary and Comprehensive Plan Summary

July 24, 2000

To: Land Bond Task Force
From: Sue Foley-Ferguson

Following is the summary of pertinent portions of the 1990 survey regarding what is important to the residents. Overall, respondents indicated the highest levels of agreement on issues relating to preservation of the environment and open space. Copies of the entire document are in the Scarborough Library. Also enclosed is excerpts from the report.

- strong agreement on enacting ordinances to preserve historic buildings.
- 80% support developing a plan for conserving, preserving, and using open space.
- Strong agreement that the Town Should purchase more land or easements to protect:
  a) scenic beauty
  b) environmental importance
- Strong sentiment (86%) to establish special development controls to maintain the character of Scarborough's marshes.
- 82% Town should enact ordinances or zoning to preserve historic buildings, landmarks and areas. 68% agreed that all new development should be charged an additional fee to help pay for public improvements.
- 52% felt that protection of the environment should receive more tax dollars

RE: 10 municipal services rated -two are related to our work. Out of the 10 services...

	how important	how satisfied	more money?
Protect environment	85%(5th importance)	60%(5th satisfication)	52% (2nd spend $)
Recreation	63%(10th)	55%(#7)	37% (#9priority)

Rated VERY IMPORTANT by a %
buying land and easements to protect scenic view 33%
developing pedestrian and bike paths 32%
providing more coastal access 30%

SCARBOROUGH OPEN SPACE SURVEY / PRELIMINARY · 4.8.97 120

1. RESIDENCE

HIGGINS BEACH	4.2%	SPURWINK	3.3%	UNDER 5 YRS.	24.6%
PROUTS NECK	3.3%	BROAD TURN	7.5%	5-10 YRS.	18.6%
DUNSTAN	8.3%	PLEASANT HILL	15.0%	10-15 YRS.	14.4%
PINE POINT	10.8%	BLACK POINT	15.8%	15-20 YRS.	10.2%
BLUE POINT	5.0%	OAK HILL-ROUTE 1	13.3%	>20 YRS.	32.2%
NO. SCARBOROUGH	3.3%	EIGHT CORNERS	5.0%		
		PAYNE/SCOTTOW	1.7%		

2. DURATION

3. TOWN GOALS

	1	2	3	4	5
A. PRESERVE FOREST LANDS	0.8%	2.5%	8.4%	18.5%	69.7%
B. PRESERVE OPEN FIELDS	1.7%	2.5%	15.3%	18.6%	61.9%
C. PROTECT RIVERS/STREAMS	0.8%	0.0%	3.4%	11.8%	83.2%
D. PROTECT WILDLIFE HABITAT	0.0%	0.0%	6.0%	13.7%	80.3%
E. PUBLIC ACCESS FOR:					
RIVERS	14.3%	20.5%	30.4%	15.2%	19.6%
STREAMS	16.1%	22.3%	28.6%	14.3%	18.8%
OCEAN	15.8%	10.5%	27.2%	19.3%	27.2%
MARSHES	17.9%	19.6%	30.4%	15.2%	17.0%
F. PRESERVE ACTIVE FARMS	1.7%	5.2%	18.3%	23.5%	51.3%
G. PROTECT SCENIC ROADS	0.8%	3.4%	18.6%	28.0%	49.2%
H. PROTECT MARSHES/WETL.	0.9%	0.0%	5.1%	11.1%	82.9%
I. CREATE GREENBELTS	2.8%	1.8%	23.9%	19.3%	52.3%
J. PROT. HIST/SCENIC AREAS	0.0%	3.4%	13.4%	20.2%	63.0%
K. PRESERVE PUB.ACCESS TO PROTECTED OPEN SPACES	1.8%	5.4%	21.4%	19.6%	51.8%

4. OPEN SPACE FACILITIES

	1	2	3	4	5
A. NEIGHBORHOOD PARKS	11.3%	20.9%	34.8%	18.3%	14.8%
B. ACTIVE PLAY AREAS	13.9%	25.2%	33.0%	16.5%	11.3%
C. PASSIVE REC. AREAS	2.5%	2.5%	16.1%	34.7%	44.1%
D. OTHER REC. NEEDS	23.1%	7.7%	20.5%	12.8%	35.9%
E. PICNIC	14.8%	24.3%	36.5%	20.9%	3.5%
F. ADD. SWIMMING AREAS	28.1%	23.7%	28.1%	14.0%	6.1%
G. VILLAGE PARK	19.1%	17.3%	29.1%	20.0%	14.5%
H. TRAIL SYSTEM					
TOWN-WIDE HIKING	7.0%	5.3%	19.3%	35.1%	33.3%
NEIGHBORHOOD TRAILS	10.3%	15.0%	33.6%	20.6%	20.6%
BIKE PATHS	6.0%	8.5%	17.1%	35.9%	32.5%
HORSEBACK	32.4%	18.9%	28.8%	10.8%	8.1%
CROSS-COUNTRY SKI	11.4%	12.3%	23.7%	34.2%	18.4%
I. OTHER	21.4%	7.1%	0.0%	7.1%	64.3%

6. HAS SCARBOROUGH DONE A GOOD JOB IN PRESERVING OPEN SPACE?

YES:	23.2%
NO:	26.8%
DON'T KNOW:	50.0%

From: Pstrobus@aol.com
Date sent: Tue, 25 Jul 2000 07:52:17 EDT
Subject: Land Bond Task Force
To: mmcgin@tn.scarborough.me.us

Date: July 25, 2000

To: Land Bond Task Force
From: Sue Foley-Ferguson

Following is the summary of the goals of the Open Space Study based on community attitudes. The Open Space Study is lengthy, however, pages 23-35 and 51-52 are very pertinent information for our task. The paragraph directly above Stormwater management summarizes the study, and following are the goals that I pulled out.

1.Preservation of Rural Areas that define the character of the community
-existing patterns of scenic roads
-open fields and woodlands
-farmlands and historic sites
-wildlife habitat and buffer zones

2. Preservation of Village Character
-strengthen historic land use patterns in hamlets and villages

3. Protection of Scenic Resources
-viewpoints and view corridors
-beaches and marshes
-open fields and rolling hills

4. Protection of Natural Resources
-fresh and salt-water resources
-steep slopes
-fisheries and wildlife habitats
-woodlands
-unique natural areas

5. Protection of Historic Resources
-cemetaries
-historic structures
-villages and markers

6. Protection of Individual Property Rights

7. Creation of Linkages and Greenways (to facilities and neighborhoods and open sp)
-multi-purpose trails / on and off-road

8. Provision of Recreation Areas and facilities
-active and passive recreation facilities outside of environ. sensitive
lands

Suzanne A. Foley-Ferguson
Scarborough Town Councilor
Pstrobus@aol.com
www.ctel.net/~strobus

TO: Scarborough Land Acquisition Bond Task Force
FROM: Doug Williams
DATE: July 24, 2000

RE: Land/rights preservation/acquisition criteria from Growth & Services report
(Page #'s refer to those in the Growth & Services report.)

Community Survey, Fall 1999:	% of Respondents	
Purchase land or easements to protect scenic views and wildlife habitat.	88%	Survey pg. 40.
Create safe pedestrian access.	87%	Page 40.
Purchase land for future school needs.	79%	Page 40.
Purchase undeveloped land for preservation/passive recreation.	75%	Page 40.
Protect the character of the marsh.	73%	Key findings pg. 6.
Build a Community Center.	73%	Survey Page 40.
Provide for more public coastal access.	71%	Page 40.
Create/acquire land for active recreation: ball fields, playgrounds, picnic areas.	66%	Page 40.
Create a public park at a central location.	65%	Page 40.
Purchase land or rights to protect areas of particular scenic beauty or environmental importance.	57%	Page 40.
Preserve historic buildings, landmarks, and areas.	57%	Key findings pg. 6.

Growth & Services recommended actions:

Maintain "small town environment": open space and rural land.	Page 30-33
Increase pedestrian facilities and linkages.	Page 30-32
Identify key open space for:	Page 30-32
Maintaining pattern of separate villages.	Page 30-32
Shore access.	Page 30-32
Protecting scenic views.	Page 34
Protecting wildlife habitat.	Page 34
Develop a land acquisition strategy.	Page 34
Develop objective criteria to rate "public interest" in land parcels.	Page 35
Provide incentives to owners to keep land undeveloped.	Page 34

Appendix B
Twelve Recommendations of The Land Bond Task Force

Town of Scarborough
Parks and Conservation Land Bond Task Force Committee

Recommendation 1 Land Acquisition Program

The Town of Scarborough should create by ordinance a land acquisition program, which should include a fund to acquire land, real estate rights, and privileges from willing sellers. Acquisition methods may include purchase, donation, barter or other means. The acquisition of such land should benefit the residents of the Town of Scarborough, present and future, by permanently protecting and/or enhancing:

A. Natural resources
B. Linkages, buffers and additions to conservation or other public lands
C. Public access
D. Active and passive recreation
E. Community character and historical significance

See Appendix III a. for descriptions of A. through E.

Land, real estate rights and privileges retained by the Town of Scarborough under the ordinance must fall under one or more of the categories listed above.

Recommendation 2 Parks and Conservation Land Fund

A permanent Parks and Conservation Land Fund should be established and maintained, using sources such as Town appropriations, impact fees, private contributions, and matching funds.

Recommendation 3 Parks and Conservation Land Board

A permanent Parks and Conservation Land Board should be established to be responsible for evaluating the potential benefits to the people of Scarborough of various lands and rights thereof. The Parks and Conservation Land Board should also be responsible for making acquisition recommendations to the Town Council. The Parks and Conservation Land Board should consist of six members from appropriate municipal boards and committees and local non-profit organizations and three members at large with economic stakes in the community. Parks and Conservation Land Board should utilize and work closely with appropriate professional staff.

Recommendation 4 Acquisition Process

The Parks and Conservation Land Board should establish a process for evaluating land/rights which would allow clear prioritization and comparison between properties. The process should include a criteria based point system [see Appendices for guidance] and other considerations as determined by the Parks and Conservation Land Board. The Parks and Conservation Land Board should be restricted to evaluating pieces of land and/or rights that are brought to it by other entities, and should not search out or target lands for acquisition. The Parks and Conservation Land Board should be authorized to receive recommendations from department staffs and other entities.

Recommendation 5 Parks and Conservation Bonds Authorization

The Parks and Conservation Land Bond Task Force recommends that the Town Council asks the voters of Scarborough to authorize the issuance of up to one and one half million dollars of bonds, to be used for purposes recommended to the Town Council by the Parks and Conservation Land Board.

Recommendation 6 Purpose of Parks and Conservation Bonds Restricted

Parks and Conservation bond funds may be used for acquisition of land for active recreation, but development of such land for the purpose intended must be from other funding sources.

Recommendation 7 Augmenting and Leveraging Funds

Funds from the Parks and Conservation Land Bond may be granted as matching funds to quasi-public and private entities such as the Scarborough Land Conservation Trust to assist in the acquisition of passive recreation areas and conservation areas. The Parks and Conservation Land Board should seek to augment and leverage Parks and Conservation Land Bond funds using all possible sources.

Recommendation 8 Contributions

The Parks and Conservation Land Board should be authorized to evaluate and recommend acceptance of contributions of land, real estate rights and privileges, or donations of valuable consideration to acquire same.

Recommendation 9 Ongoing Funding Sources

Interest on appropriate town funds, budget appropriations, or other municipal funds, as designated by the Council, may be allocated to the Parks and Conservation Land Fund.

Recommendation 10 Impact Fees

The voluntary practice of developers' contributions should be formalized by ordinance.

Recommendation 11 Local Tax Incentive

The Town should support State Legislation that would enable towns to enact local tax incentives. Appropriate Town boards and departments should encourage and help landowners take advantage of existing tax benefits for maintaining open space and traditional uses.

See Appendix III b. for descriptions of possibilities.

Recommendation 12 Management Arrangements

The land acquisition program should include strategies for land management that maximize the benefits to the community, and minimize the cost of maintenance. Management arrangements for each acquisition should be established based upon the specific purpose of each purchase. Mechanisms such as conservation easements should be used to protect lands with natural resource and/or historic value that were acquired for the purpose of permanent protection. Management agencies that could hold agreements or easements may include Community Services, Scarborough Land Conservation Trust, Scarborough Historical Society, Inland Fisheries and Wildlife, and other governmental and non-governmental entities.

See Appendix III C. for management possibilities.

Appendix C
Land Acquisition Reserve Fund Ordinance

ARTICLE XXII

TOWN OF SCARBOROUGH
A PARKS AND CONSERVATION LAND BOARD
AS AN ADVISORY BODY TO THE TOWN COUNCIL

ADOPTED AUGUST 15, 2001
AMENDED MARCH 20, 2002
AMENDED NOVEMBER 6, 2002

1. **Establishment**. There is hereby established a Parks and Conservation Land Advisory Board (the Board) as a standing committee and an advisory body to the Town Council.

2. **Organization.** The Board shall consist of seven (7) members appointed by the Town Council for a term of three (3) years. The terms shall be staggered with three (3) members serving an initial one (1) year term, two (2) members serving a two (2) year term, and two (2) members serving a three (3) year term. The members of the Board shall elect a Chair and Vice-Chair. In the event of resignation or other incapacity of the Chair, the Vice-Chair shall act as Chair until a new Chair is selected. The Town Manager or his or her designee shall be an ad hoc member of the Board. A member of the Town Council shall serve as a Liaison to the Board. (amended 3/20/02)

3. **Duties**. The duties of the Board shall be as follows:

   A. To develop a written Acquisition Evaluation Process (AEP) consistent with the Parks and Land Conservation Bond Taskforce Report and the Land for Scarborough's Future Ordinance. The AEP will be used to evaluate potential acquisitions in a consistent manner. The Board will maintain a goal and assign priority to acquisitions where private funding can be used to match public funding.

   B. To recommend and advise the Town Council on land acquisitions identified by the Acquisition Evaluation Process.

   C. To recommend any conditions, restrictions or protective measures appropriate for Council consideration on land identified for acquisition.

4. **Procedure.** The committee shall meet at least quarterly and provide an annual report to the Town Manager and Town Council on its activities in addition to any recommendations presented throughout the year. The Chair shall call meetings as required and when requested to do so by a majority of the members of the Board, the Town Manager or the Town Council. The Chair shall preside at all the meetings of the Board. Permanent records of the minutes of the all Board meetings and all correspondence of the Board shall by maintained and filed by and in the office of the Town Clerk.

5. **Authority.** The Board shall assist and advise the Town Council in the acquisition of properties or rights to properties considered for the following: (a) to provide or maintain public access; (b) to allow passive or active recreation; (c) to conserve water quality, natural areas; (d) to provide easements for walking or biking trails; (e) to preserve

significant scenic, cultural or historic sites; (f) to preserve sites which are considered part of the character of the community; and (9) to add to existing conservation and public areas.

6. **Council Acceptance.** The Town Council shall state the purpose and board's recommendation for any land acquisition in the order authorizing the acquisition. (amended 3/20/02)

7. **Land Acquisition Reserve Fund.**

7.1 Establishment. There is hereby established a Town of Scarborough Land Acquisition Reserve Fund as recommended by the Parks and Conservation Land Advisory Board. That under and pursuant to the provisions of Title 30-A, Sections 5801 and 5802 of the Maine Revised Statutes, as amended and supplemented, a permanent reserve fund of the Town of Scarborough, Maine, to be known as the Parks and Conservation Land Acquisition Reserve Fund, hereinafter called the Fund is hereby established.

7.2 Expenditures from the Fund shall be used to acquire real estate, or interests in real estate, as defined in Article XXII (Parks and Conservation Land Board), in order to:

a. Preserve land in its natural state; or,

b. Protect a natural resource, or a historic site; or,

c. Provide for recreational use.

7.3 Deposits approved by the vote of the Town Council and appropriated to the Fund may include but are not limited to:

a. Any grant received on behalf of the Fund and interest from deposits and investments of the Fund;

b. Unspent appropriations from town committees, such as the Conservation Commission and Shellfish Conservation Commission;

c. Voluntary contributions of money or other liquid assets;

d. Interest from deposits and investments of other town funds;

e. Proceeds from the disposal of real or personal property interests such as from the sale of tax-acquired property;

f. Bonds or notes issued not exceeding amounts established by Town Charter; and

g. Other municipal funds such as impact fees and density offset contributions.

DEFINITIONS:

A. **Natural Resources.** Natural resource areas are lands that have been identified in Town, State or Federal planning processes for their unique natural resource importance, and those that have not yet been identified but may meet natural resource criteria. These areas include, but not limited to, the Scarborough Marsh, the coast and beach areas, estuaries and major rivers (Nonesuch, Scarborough, Libby and Dunstan), wetlands and brooks, wildlife areas, and unique agricultural and forest lands (with emphasis on large tracts of undeveloped land).

B. **Linkages, Buffers and Additions to Conservation or Other Public Lands.** These lands include parcels that connect or abut existing conservation or public lands or private lands for public use. Buffer lands are those which afford an extra level of protection to these parcels from surrounding encroachments.

C. **Public Access.** Public access lands are parcels conducive to public use and enjoyment. These areas may include small properties that provide the sole legal source of public ingress and egress to larger conservation or public lands, or private lands, which allow public use. These public access areas may also include lands or rights or privileges for the public to use Scarborough's coast, ponds, rivers, streams and brooks.

D. **Active and Passive Recreation.** Active recreation areas are lands, such as ball fields, that have been significantly altered (and that require ongoing maintenance) for the use and enjoyment of the public. Passive recreation areas are lands that are generally unimproved but may be managed for forestry, wildlife or agricultural purposes or enjoyed in their natural state for a variety of activities i.e. hiking, exploring, hunting and fishing, scenic purposes, and other uses.

E. **Community Character and Historical Significance.** Lands of community character are areas that are of unique and exceptional importance to the Town of Scarborough's landscape, culture and history. Historical areas included, but not limited to, lands, structures, sites and monuments that have been or may be identified by the Scarborough Historical Society for their historical importance.

Appendix D
Scarborough Land Bond Referendum

Referendum Question No. 1

Shall the Order entitled, "Order authorizing the Town of Scarborough to issue bonds not to ex a total of $1.5 million for the purchase of land and interests in land throughout the town for purpos conservation of natural areas, providing public access and recreation, and protection of wildlife ha and scenic or environmentally sensitive areas" be approved?

YES
NO

EXPLANATION AND RECOMMENDATION: Approval of this question would allow (not require Town of Scarborough, on approval of the Town Council, to issue UP to $1.5 million of bonds to future purchases of properties or rights to properties for the following purposes:

To provide or maintain public access.
To allow passive or active recreation.
To conserve water quality, natural resources, or other natural areas.
To provide easements for walking or biking trails.
To preserve significant historic sites.
To preserve sites which can be considered part of the character to the community.
To add to existing conservation and public areas.

Bonds will only be issued as needed to fund specific projects. It is likely that $1.5 million wou issued as a number of smaller bonds over the next several years as potential land purchases are eval for overall benefit to the people of Scarborough, and, if deemed the best opportunities, recommend t Town Council for purchase. The Town Council may choose to establish by ordinance a board to a with the evaluation process.

Approval of this appropriation would allow the Town of Scarborough to seek significant matching fi both private and public, from sources such as the Land for Maine's Future Program and the M Outdoor Heritage Fund.

All municipal bonds are subject to an annual independent audit. The Town Council recomm approval of this question.

FINANCIAL STATEMENT

1.	Total Indebtedness	$35,059,806.37
	A. Bonds outstanding and unpaid:	2,111,000.00
	B. Bonds authorized and unissued:	1,500,000.00
	Total:	$38,670,806.37
2.	Costs	
	At an estimated maximum interest rate of 6% for a 20-year maturity, the estimated costs of this bond issue will be:	
	Principal:	$ 1,500,000.00
	Interest:	866,250.00
	Total Debt Service:	$ 2,366,250.00

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 effected by reason or the variance.

S/ Joseph F. Ziepniewski
Treasurer

Appendix E
Establishment of the Parks and Conservation Land Board

See Appendix C

The reserve fund was incorporated into the ordinance that established the Parks and Conservation Land Board thus they are together in one appendix.

Preliminary Land Acquisition Evaluation Form

Property Name _____

Parcel or Map # _____

Acreage _____

	Hi	Med	Low	Comments
Visual or Community Character				
As seen from a public road or other public access viewpoint				
Quality views within property or as seen from the property				
Recreation potential				
Active (ballfields)				
Passive (hiking, x-country skiing, etc.)				
Uniformity (with existing town plans)				
Long Range Plan				
Growth and Services Report				
Conservation Comprehensive Overlay				
Need for Protection				
Buildable land is large portion of Property				
Little or no protection is provided by town ordinances				
Under threat for development				
Proximity				
Lies Close to or Adjacent to Existing Protected Lands				
Linkages				
Connects two or more protected parcels or connects trails				
Multiple Public Values				
Combines Scenic qualities, natural resources, recreation, etc.				
Geography				
Located within a potential regional park				
Proximity to population				
Financial				
Willing seller				
Significant matching funds potential				
Partners				
Summary Totals (add up total responses per column)				

Appendix F
Preliminary Evaluation Form

FINAL DRAFT FINAL DRAFT

Land Acquisition Advisory Board: DETAILED ASSESSMENT

Property name or code: _____

v.112502

Note: 1 acre = 43,560 sq. ft.

Appendix G
Detailed Assessment Form

		Quantity	Point Value per Unit	Maximum points	Total Points	Comments
I	**Preserve Natural Resources, Protects Water Quality or Wildlife Habitat**					
1	Part or all of property is in the 100 year floodplain. *Flood Insurance Rate Map. Dated:*		*1 pt. per acre*	20		
2	Parcel includes rare, significant or endangered species habitat. *Map reference: Beginning with Habitat - Town of Scarborough - "High Value Plant and Animal Habitats, May 21, 2001".*		*1 pt. per % of total acreage*	50		
3	Parcel includes areas of special biological or geological significance. e.g. nesting areas, waterfalls, peat bog, old growth, vernal pools. *Map reference: Beginning with Habitat - Town of Scarborough - "High Value Plant and Animal Habitats, May 21, 2001"*		*10 pts per feature*	50		
4	Parcel contains high value habitat (in top 25%):					
	a Fresh water, non-forested, lakes, rivers		*1 pt. per % of total acreage*			
	b Grass, shrubs, bare ground		*1 pt. per % of total acreage*			
	c Marine, estuarine, intertidal		*1 pt. per % of total acreage*			
	d Forest and forested wetlands		*1 pt. per % of total acreage*			
			Total for #4 must be 50 points or less:	50		
	Map reference: Beginning with Habitat - Town of Scarborough - "Valuable Habitat for U.S. Fish & Wildlife Service Priority Trust Species for the Town of Scarborough, Maine - Top 25%" May 21, 2001.					
5	Parcel provides protection to the saltwater marsh *Map reference: Scarborough parcel map per assessor's office Dated:* *Scarborough Conservation and Public Lands, Coastal Mosaic Project, Wells Reserve, 2001.*		½ pt. per acre	50		
6	Parcel includes wildlife corridors. *Map reference: Beginning with Habitat - Town of Scarborough - "Wetlands Characterization" and "Water Resources and Riparian Habitat" maps. May 21, 2001.*		*1 pt. per 100 feet*	25		
7	Parcel includes aquifer recharge areas: e.g. sand and gravel aquifer. *Map reference: Beginning with Habitat - Town of Scarborough - "Wetlands Characterization" and "Water Resources and Riparian Habitat" maps. May 21, 2001.*		½ pt. per acre	25		

Land Acquisition Advisory Board: DETAILED ASSESSMENT

Property name or code: _____

v.112502

Note: 1 acre = 43,560 sq. ft.

		Quantity	Point Value per Unit	Maximum points	Total Points	Comments
II	**Linkages, Buffers, Additions to Conservation Lands**					
1	Size of parcel in acres: *Map reference: Scarborough parcel map per assessor's office. Dated:*		> 100 ac 50 pts. 51-100 ac 40 pts. 21-50 ac 30 pts. 5-20 ac 20 pts.	na		
2	Shape: maximum area, minimum perimeter provides best habitat. *Map reference: Scarborough parcel map per assessor's office. Dated:*		sq root of area / perimeter: 24.5% - 25% = 50 pts. 24% - 24.4% = 30 pts.	50		**Use tools below.**
3	Creates a link between public or protected parcels totaling at least 20 acres. *Use total acreage of all linked parcels.* *Map reference: Scarborough Conservation and Public Lands, Coastal Mosaic Project, Wells Reserve, 2001* *Automatically qualifies for points in #5 below.*		*20-50 ac: 15 pts.* *51-100: 30 pts.* > *100: 50 pts.*	50		
4	Parcel creates a link between trails. *External input and on-site observation. Trail map reference when available.*		1 pt. per 100'	50		
5	Parcel creates a link between undeveloped parcels totaling at least 20 acres. *Use total acreage of parcel only.* *Map reference: Beginning with Habitat - Town of Scarborough - "Large Undeveloped Habitat Blocks, May 21, 2001"*		*20-50 ac: 15 pts.* *51-100: 30 pts.* > *100: 50 pts.*	50		
6	Parcel abuts public or protected lands. *Use total acreage of parcel only.* *Map reference: Scarborough Conservation and Public Lands, Coastal Mosaic Project, Wells Reserve, 2001*		1 pt. per acre	50		
7	Parcel is near protected lands. *Map reference: Scarborough Conservation and Public Lands, Coastal Mosaic Project, Wells Reserve, 2001*		½ mile ½ pt.peracre ¼ mile ¾ pt.peracre < ¼ mile 1 pt.peracre	25		
8	Parcel provides a 100' wide buffer of natural vegetation from the edge of rivers, streams, salt and freshwater marsh, beaches & bay. (Each side of stream scored individually.)		Length of buffer: 100'-150' 2 pts./100' 151'-200' 3 pts./100' 201'-250' 4 pts./100' > 250' 5 pts./100'	20		
9	Parcel provides a 250' wide buffer of natural vegetation from the edge of rivers, streams, salt and freshwater marsh, beaches & bay. (Each side of stream scored individually.)		Length of buffer: 100'-150' 2 pts./100' 151'-200' 3 pts./100' 201'-250' 4 pts./100' > 250' 5 pts./100'	50		

#8, #9 - Map reference: Beginning with Habitat - Town of Scarborough - "Water Resources and Riparian Habitat", May 21, 2001

FINAL DRAFT FINAL DRAFT

Land Acquisition Advisory Board: DETAILED ASSESSMENT

Property name or code: _____

v.112502

Note: 1 acre = 43,560 sq. ft.

	Quantity	Point Value per Unit	Maximum points	Total Points	Comments
10 Parcel includes steep slopes over 20% grade (can be included in net residential density). *Maximum points if any.* *Engineering or topo maps (note references and dates _____), on-site observation.*		if any	10		

III Parcel provides public access to:

1 Ocean or beaches		2 pts. per acre	50		
2 Saltwater marsh or tidal river		2 pts. per acre	50		
3 Upland river, lake, pond, freshwater marsh.		1 pt. per acre	25		
4 Other land		1 pt. per acre	20		

Map reference: Scarborough Conservation and Public Lands, Coastal Mosaic Project, Wells Reserve, 2001.
Scarborough parcel map per assessor's office. Dated:

IV Parcel offers opportunity for recreation

1 Active : i.e. "significantly altered"; includes motorized vehicle use.	potential		1 pt. per acre	20		
	existing		1 pt. per acre	20		
2 Passive : e.g. picnicking, exploring, birding, hiking, horseback riding.	potential		1 pt. per acre	20		
	existing		1 pt. per acre	20		

V Community character

Parcel offers scenic views of ....

1 Marsh, tidal, beaches, bay		1 pt. per acre	50		
2 Field or farmland		1 pt. per acre	50		
3 Forest land		1 pt. per acre	50		
4 Rural road corridors		1 pt. per 100 ft.	50		
5 Very special or unique vistas *External input, on-site observation.*		1 pt. per acre	50		
6 Historical significance, archeological site, cemetery *External input, on-site observation, historical maps (please reference: _____).*		20 pts.	20 pts.		
7 Working forest, pasture, farm *External input, on-site observation.*		1 pt. per acre	50		

VI Public investment

1 Fee interest purchase is possible.		1 pt. per acre	50		
2 Easement is possible.		1 pt. per acre	50		
3 Partners/grants: match or leverage potential *Subjective potential based on external input.*		1 pt. per acre	50		
4 Adjustment for cost effectiveness: high $/acre =less value. *Adjusts for the relative value of high priced parcels.*		-.01 x cost per acre	NA		

FINAL DRAFT FINAL DRAFT

Land Acquisition Advisory Board: DETAILED ASSESSMENT

Property name or code: _____

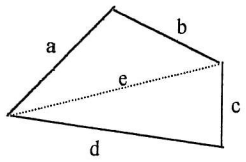
v.112502

Note: 1 acre = 43,560 sq. ft.

Quantity	Point Value per Unit	Maximum points	Total Points	Comments

Shape evaluation tool:

Non-parallel 4-sided figure:



			length e
a	800.000	abe	1077.629
b	722.000		
c	401.601	cde	1077.629
d	1,000.00		
e	1,077.629		

		Area	Perim		SQRT(area)	SQRT(area) /Perim
S abe	1299.81	288800				
S cde	1239.61	200800.5				
		489600.5	2,924	0.6%	700	23.9%

Area of triangle given 3 sides:

A triangle has sides a, b, and c.

After Calculating S, where S = (a+b+c)/2.

The Area of a Triangle = SQRT(s*(s-a)(s-b)(s-c))

Parallelogram:

Length	Width	Area	Perim	Perim./Area	SQRT(area)	SQRT(area) /Perim
1000	1000	1000000	4000	0.4%	1,000	25.0%
1000	680	680000	3360	0.5%	825	24.5%
1000	570	570000	3140	0.6%	755	24.0%
1000	460	460000	2920	0.6%	678	23.2%
1000	350	350000	2700	0.8%	592	21.9%

Parallelogram:

Length	Width	Area	Perim	Perim./Area	SQRT(area)	SQRT(area) /Perim
100	100	10000	400	4.0%	100	25.0%
100	68	6800	336	4.9%	82	24.5%
100	57	5700	314	5.5%	75	24.0%

Appendix H
Benchmark Properties

			11/22/02/pa	BENCHMARK PROPERTIES											
				Detailed Assesment Form											
				Parks and Conservation Land Acquisition Advisory Board											
				Scarborough, Maine											
						Property:	Fuller Farm		Libby River		Sewell Woods		Scar. Sanct.		Town Forest	
						Size (acres)=	180		120		20		57		40	
				Detailed Assessment Total Points=			905		910		364		666		675	
							Qty	Points	Qty	Points	Qty	Points	Qty	Points	Qty	Points
I			Preserve Natural Resources...			Max. Points										
	1		100 yr flood plain	1 pt./ ac.		20	10	10	40	20		10		0		10
	2		rare, significant,... species habitat	1 pt./% of total ac.		50	20	20	0	43		0		50		25
	3		biological, geological significance	10 pt./ feature		50	1	10	1	10		10		10		0
	4		high value habitat, top 25%	max. sum 50		50 overall										50
		a	fresh water, lakes, rivers	1 pt./% of total ac.											0	0
		b	grass, shrubs, bare ground	1 pt./% of total ac.											3	3
		c	marine, esturaine, intertidal	1 pt./% of total ac.						50					0	0
		d	forest & forested wetlands	1 pt./% of total ac.				50			29	29	20	20	3	3
	5		protection to saltwater marsh	1 pt./ ac.		50		50		50		0		50		40
	6		includes wildlife corridors	1 pt./ 100'		25		25		25		5		0		19
	7		includes acquifer recharge areas	1/2 pt./ ac.		25		25		25		0		0		0
II			Linkages, buffers, additions to conservation lands													
	1		size of parcel	GE 100 ac. 50 pt.				50		50						
				50-100 ac. 40 pt.										40		
				20-50 ac. 30 pt.								30				30
				5-20 ac. 20 pt.												
	2		shape (improves habitat)	ratio length to width												
				1 pt./%>66%		34		5		7		0		1		0
	3		links public/protected parcels>20a.	> 100 ac. 50 pt.												50
				50-100 ac. 30 pt.		50								30		
				20-50 ac. 15 pt.				15		0		0				
	4		creates a link between trails	1 pt./ 100'		50		50		0		0		0		0
	5		links undeveloped parcels >20 ac.	> 100 ac. 50 pt.		50		50		50		15		0		
				50-100 ac. 30 pt.												
				20-50 ac. 15 pt.												15
	6		abuts public or protected parcels	1 pt./ ac.		50		50		50		0		50		40
	7		parcel near protected lands	.5 mi.=1/2 pt./ ac.		25										
				.25 mi.=3/4 pt./ ac.												
				<.25 mi.=1 pt./ ac.				0		25		0		0		25
	8		100' vegetation buffer to water			20		20		20		20		20		20
			score each side, length of buffer =	100-150'=2pt/100'												
				150-200'=3pt/100'												
				200-250'=4pt/100'												
				>250'=5pt/100'												
	9		250' vegetation buffer to water			50		50		0		50		50		50
			score each side, length of buffer =	100-150'=2pt/100'												
				150-200'=3pt/100'												
				200-250'=4pt/100'												
				>250'=5pt/100'												
	10		includes steep slopes >20%	if any, 10 pts		10		10		0		0		10		10
III			Provides public access													
	1		ocean or beaches	2 pt./ ac.		50		0		0		0		0		0
	2		saltwater marsh or tidal river	2 pt./ ac.		50		0		50		0		50		0
	3		upland river,lake,pond,fresh marsh	1 pt./ ac.		25		25		25		0		25		25
	4		other land	1 pt./ ac.		20		0		20		35		0		20

IV			Opportunity for recreation											
	1		active (significantly altered, motors)											
			potential	1 pt./ ac.	20		0		0		0		0	0
			existing	1 pt./ ac.	20		0		0		0		0	0
	2		passive (picnic,hike,horseback)											
			potential	1 pt./ ac.	20		20		20		20		20	20
			existing	1 pt./ ac.	20		20		20		20		20	20
V			Community character											
	1		view of marsh, tidal, beaches, bay	1 pt./ ac.	50		0		50		0		50	40
	2		view of field or farmland	1 pt./ ac.	50		50		50		0		0	0
	3		view of forestland	1 pt./ ac.	50		50		50		35		0	0
	4		rural road corridor	1 pt./ 100'	50		50		0		10		0	0
	5		very special or unique vista	1 pt./ ac.	50		0		0		0		0	0
	6		historic, archeological, cemetary	if any, 20 pts	20		0		0		0		20	0
	7		working forest, farm or pasture	1 pt./ ac.	50		50		50		35		0	40
VI			Public investment											
	1		fee interest purchase possible	1 pt./ ac.	50		50		50		20		50	40
	2		easement is possible	1 pt./ ac.	50		50		50		20		50	40
	3		partner/grant leverage potential	1 pt./ ac.	50		50		50		0		50	40
	4		adjustment for cost effectiveness	"-.01 x cost/ac."	NA									

Appendix I
Reviewer's Mailing List

Megan Hellstedt
Maine Coast Heritage Trust
One Main Street
Topsham, ME 04086
729-7366

Lois Winter
Gulf of Maine Project
U.S. Fish and Wildlife Service

Tim Glidden, Director
Land for Maine's Future Program
Maine State Planning Office
184 State St., SHS #38
Augusta, ME 04333-0038
207-287-1487

Phil Bozenhard, Regional Biologist
MDIFW
284 State Street
41 State House Station
Augusta, ME 04333-0041

Ward Feurt, Refuge Manager
Rachel Carson National Wildlife Refuge
321 Port Road
Wells, ME 04090

Emily Pinkham, Information Mgr.
State of Maine
Department of Conservation
159 Hospital Street
93 State House Station
Augusta, ME 04333-0093

Barbara Charry, Biologist/GIS Mgr.
Maine Audubon
20 Gilsland Farm Road
Falmouth, ME 04105
207-781-2330

Susan Auglis, Scarborough Planning Boa
Chair, Open Space Committee
PO Box 184
Scarborough, ME 04074

Lucy LaCasse
Natural New England Magazine
52 Old Neck Road
Scarborough, ME 04074

Laurene Swaney, President
Scarborough Land Conservation Trust
PO Box 1237
Scarborough, ME 04070-9908

Barbara Vickery
Land Protection Director
The Nature Conservancy
Fort Andross, Suite 401
14 Maine Street
Brunswick, ME 04011

Jeremy Wintersteen
The Trust for Public Land
Maine Field Office
245 Commercial Street
Portland, ME 04101

Tracy White
113 Ashswamp Road
Scarborough, ME 04074

Fred Kilfoil
4 Millbrook Road
Scarborough, ME 04074

Appendix J

Acquisition Evaluation Process Quick Summary

1. Land purchase proposal to the PCL Board in public session including data required for Qualitative Assessment

2. Board performs Qualitative Assessment. Determines whether or not to proceed to Detailed Assessment. If yes, letter sent to applicant and Council.

3. Board assesses need to purchase as an option based on urgency. Purchase rights of first refusal?

4. Site visit

5. Board performs Detailed Assessment. Compares results to benchmark properties.

6. Board considers other factors, e.g. environmental concerns, special uses, historical issues, ownership issues, and development pressure

7. Board determines whether fee interest or rights purchase in best interest of Town

8. Board investigates partnerships and grant opportunities related to the property including potential for acquiring adjacent parcels.

9. Board determines possible funding structure. How complex is the deal?

10. Board determines level of participation of Town funds with preferred ownership structure.

11. Town agrees to participate by using bond funds, the reserve fund and/or current assessments. Note: The town's commitment will only be requested at this time, prior to the final recommendation, if the purchase is urgent. Otherwise, the town won't be asked to commit until the Board presents its recommendations.

12. Board establishes expected time frame for project

13. Board discusses and determines manner of recommendation to the Town Council

14. Board recommendation to the Town Council, preferably at a workshop.

15. Town Council votes to pursue the purchase in the form of a resolution.

16. Money appropriated or bonded with a 1st and 2nd Reading at a regular Town Council meeting.

Appendix K
Land Acquisition Application Form

Town of Scarborough, Maine

LAND ACQUISITION APPLICATION FORM

Property Name: _____ Date: _____

GENERAL INFORMATION:

Property Address: _____
Scarborough, Maine 04074

Mailing Address: _____

_____

_____

Contact Person: _____

Phone #_____ e-mail: _____

Landowner(s) -please list full name of all owners (and lien holders, if any)

_____

_____

_____

Deed type:_____ Book / page #_____

Current Assessed Value_____
Recent appraised value (if available)_____
Existing boundary survey? Y / N (circle)
Potential boundary disputes? Y / N (circle)(if yes, attach explanation)
Any hazardous waste on the property? Y / N

LAND DESCRIPTION: Tax Map #_____ Lot #_____ Zoning District_____

Total Acres:_____ Proposed purchase acres:_____ Proposed easement acres_____

Are there any buildings on the property? (Please circle) yes / no

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

BRIEF PROJECT DESCRIPTION:
(Please provide information regarding the suitability for public acquisition, special features, and proximity to existing public lands; include the value to the people of Scarborough and any current or potential uses)

_____
_____
_____
_____
_____
_____
_____

Do you (the presenter) believe that there will be a willing seller(s) of this site? ☐
Please explain:_____

Please attach the following:

- Site Location Map (map provided)
- Assessors Map (with abutting properties)
- Photo(s) (no more than 1 page please)

Directions to the property from Town Hall:

_____

_____

LEAVE THIS BOX BLANK UNTIL FURTHER NOTICE

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

Site Description (To be filled out by Applicant or Representative)

Directions: Please ✓check all that apply to the parcel that is proposed for purchase. If unsure, leave blank.

___Rare, or endangered species
___Freshwater rivers, streams, vernal pools
___Ocean, tidal or estuary
___Working Farm or Forest
___Saltmarsh / other wetlands

___Creates link between public or protected parcels or trails
___Provides buffer for river, streams or brooks

___Public access to beaches, marshes, waterways, or other natural areas
___Public access to trails or other public lands

___Existing active recreation (ball fields, motorized vehicles, etc.)
___Potential active recreation
___Existing passive recreation (birding, hiking, horseback riding, skiing, etc.)
___Potential passive recreation

___Scenic views
___Historical significance (cemetery, monument, archeological site)

Possibilities for
___Purchase
___Easement
___Donation

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.

Site Visit Scheduled: (to be filled out by committee)_____