

The University of Maine

DigitalCommons@UMaine

Maine Town Documents

Maine Government Documents

2014

Annual Report of the Municipal Officer for the Year Ending June 30, 2014 Scarborough, Maine

Scarborough, Me.

Follow this and additional works at: <https://digitalcommons.library.umaine.edu/towndocs>

This Town Report is brought to you for free and open access by DigitalCommons@UMaine. It has been accepted for inclusion in Maine Town Documents by an authorized administrator of DigitalCommons@UMaine. For more information, please contact um.library.technical.services@maine.edu.

*Town of Scarborough
Annual Report
2014*



**ANNUAL REPORT OF THE MUNICIPAL OFFICERS
FOR THE
YEAR ENDING JUNE 30, 2014
SCARBOROUGH, MAINE**

TABLE OF CONTENTS

Town Council.....	2
Committee & Board Meeting Information.....	2
Town Office Hours.....	2
EXECUTIVE DIVISION	
Manager’s Letter of Transmittal.....	3
Town Clerk & Elections.....	4
Vital Statistics.....	4
Human Resources & General Assistance.....	5
Information Systems.....	7
FINANCE DIVISION	
Finance Department.....	9
Audit.....	11
Excise.....	20
Assessor.....	20
Purchasing.....	21
Tax Collector Office - Beach Report.....	22
Tax Collector Office - Unpaid Taxes.....	23
PLANNING & ECONOMIC GROWTH	
Planning Department.....	27
Planning Board.....	27
Code Enforcement.....	29
Zoning Board.....	29
Economic Development Corp.....	30
PUBLIC SAFETY	
Police Department.....	32
Harbormaster.....	36
Shellfish Conservation Committee.....	37
Animal Control.....	38
Fire Department/Rescue Unit/EMA.....	39
Public Works Department.....	43
EDUCATION & COMMUNITY SERVICE	
School Department.....	45
Community Services.....	51
Public Library.....	57
Land Conservation Trust.....	59
Conservation Commission.....	60
COMMUNITY & MUNICIPAL INFORMATION	
Service Organizations.....	inside front cover
Town Business Phone Numbers.....	inside back cover

2014 TOWN COUNCIL

As of November 2013 Election



Richard J. Sullivan, Chair (14)
1 Sullivan Farm Rd.
883-1689



Jessica Holbrook (15)
Vice-Chair
113 Beech Ridge Rd
883-4138



James E. Benedict (14)
121 Burnham Road
883-9911



Edward Blaise (15)
18 Forest Street
885-5087



Jean-Marie Caterina (16)
311 Gorham Rd.
730-4099 Ext 6201



Katherine St. Clair (14)
41 Woodfield Drive
885-5633



William Donovan (16)
8 Morning St
883-9168

OFFICE HOURS

MUNICIPAL OFFICES

Monday - Friday, 8 a.m. - 4 p.m.
Wednesday evenings the following offices
are open until 6:30 p.m.:
Town Clerk, Vehicle Registration,
Tax Collector, Code Enforcement

The Code Enforcement and Planning staff
are available by prior appointment only on
Tuesdays, and after 12-noon on *Fridays*

SUPERINTENDENT OF SCHOOLS

Monday - Friday, 8 am - 4 p.m.

SCARBOROUGH LIBRARY

48 Gorham Road
Scarborough, ME 04074
207-883-4723
Fax - 207-883-9728
Monday: 10 a.m. - 5:30 p.m.
Tues., Wed., Thurs.: 10 a.m. - 8 p.m.
Friday and Saturday: 10 a.m. - 5 p.m.
Sunday: 1 p.m. - 5 p.m.
(Closed Saturdays and Sundays,
July through Labor Day)
www.library.scarborough.me.us

SCARBOROUGH SANITARY DISTRICT

415 Black Point Road
Scarborough, ME 04074
207-883-4663
Fax - 207-883-7083
Monday - Friday: 7 a.m. - 3:30 p.m.
www.scarboroughsanitarydistrict.org

SCARBOROUGH HISTORICAL SOCIETY

649 U.S. Route 1
Scarborough, ME 04074
Tuesdays 9 a.m. - 12-Noon
By appointment: 207-883-4820
www.scarboroughcrossroads.org/historical/

MUNICIPAL OFFICES

259 U.S. Route 1
P.O. Box 360
Scarborough, Maine 04070-0360
Phone: 207-730-4000
FAX: 207-730-4033
www.scarborough.me.us

SUPERINTENDENT OF SCHOOLS

259 U.S. Route 1
P.O. Box 370
Scarborough, Maine 04070-0370
Phone: 207-730-4100
FAX: 207-730-4104
www.scarborough.k12.me.us

TOWN MEETINGS

TOWN COUNCIL

Municipal Building - 7 p.m.
1st and 3rd Wednesday of each month
3rd Wednesday only in July and August

PLANNING BOARD

Municipal Building - 7 p.m.
Every 3rd Monday

ZONING BOARD

Municipal Building - 7 p.m.
2nd Wednesday of each month

BOARD OF EDUCATION

Municipal Building - 7 p.m.
1st and 3rd Thursday of each month
3rd Thursday only in July and August

SCARBOROUGH LIBRARY TRUSTEES

Public Library - 7 p.m.
3rd Thursday of each month

SANITARY DISTRICT TRUSTEES

Municipal Building - 7:30 p.m.
4th Thursday of each month
3rd Thursday only in November and
December

Letter of Transmittal from the

TOWN MANAGER

To the Town Council and Citizens of Scarborough:



Thomas J. Hall
Town Manager

It is my privilege to present to the citizens of Scarborough the annual report on the operations of the Town of Scarborough for the fiscal year ending June 30, 2014. As you review this report, I hope you will find useful information relating to the health of the Town and specific initiatives of the past year. Below are a number of highlights from my office for your consideration:

- **Power to the People** – What started out as a battle for our beaches, turned out to be a lesson in democracy and compromise. Enormous time and energy was exerted this year to a divisive issue relating to protection of an endangered species (the Piping Plover) and dogs on the beach. The debate began with the Town Council passing amendments to the Animal Control Ordinance that required dogs to be leashed on all public property, including beaches, which was soundly overturned by a voter referendum. The majority of the winter was consumed by an extensive process involving the creation of two committees to study the issue and Town Council ultimately adopting an ordinance amendment that sought to strike a balance. Like any compromise, the final solution pleased few, but provided the desired results. I hope we have learned from this experience that all opinion matter and that solution can be found when we work together.

- **Fiscal Challenges**- Increasingly the economic showed signs of recovery of recovery this, but the budget process was challenged by the threat and reality of significant reductions in non-property tax revenues in the form of municipal revenue sharing. These reductions forced increased strain on the local property tax rate. Despite these challenges, I am pleased to report that we have resisted the urge to use additional fund balance and have actually been successful in restoring it to a more acceptable level. Continued cooperation between the Town and the School is essential to keep taxes at a manageable level.

- **Development Rebound** – After several years of stifled development we experienced a welcomed rebound in development activity. Residential development town-wide increased significantly this year, but the most notable activity seen was commercial development in the area of Oak Hill. This activity took shape in many different forms, from an 81-bed assisted living facility to a 40,000

headquarters for a credit union, to a new bank, a coffee shop and restaurant.

- **Land Use Changes**- The final push to implement the recommendations of the 2006 Comprehensive Plan occurred this year. Major accomplishments included the creation of the mixed-use Crossroads zone that encompasses Scarborough Downs and the surrounding lands. Other changes related to simplifying the approval process for accessory units, increasing density and creating incentives through a bonus system to enable land conservation and affordable housing.

- **Wentworth Intermediate School** – In the midst of the recession, voters overwhelmingly approved the construction of a new intermediate school, serving grades 3 to 5. Construction of the new school continued throughout this year. Despite the continuous construction there was virtually no disruption to the municipal campus. This school is a terrific example of the community coming together to do what is right for the community.

- **Land Conservation**- The Town was able to conserve 18 acres in the heart of Oak Hill through a gift from the Gervais family. After years of effort, the Scarborough Land and Conservation Trust secured a purchase option for the Benjamin Farm off Pleasant Hill Road. The Town Council authorized the use (up to) of \$2M in voter-approved land bond funds toward this purchase. This property has long been regarded as the highest priority and securing it is a tremendous achievement for land conservation in Scarborough.

- **New Initiatives**- Though not exactly new, the partnership with Habitat for Humanity of Greater Portland for the construction 17 affordable houses on Town-owned land off Broadturn Road was advanced with the approval of a purchase option. The Town advance two important energy conservation efforts that involved the installation of PV solar panels on two town facilities and the approval of a tri-generation facility that will provide 100% (and more) of the heating, cooling and electrical needs for Town Hall.

None of these accomplishments could have been possible without a competent and professional staff, a committed group of elected and appointed officials and an engaged public. As there are many ways for residents to be engaged in community affairs, I encourage all residents to get involved to make Scarborough a better place to live, work and play. It has been an honor to serve this wonderful community – I look forward to challenges and opportunities in the future.

Respectfully submitted,
Thomas J. Hall, Town Manager

Report from the

TOWN CLERK

To the Town Manager, Town Council, and Citizens of Scarborough:



Yolande P. Justice
Town Clerk

It is with pleasure that I submit my report from the Town Clerk's Office for fiscal year July 1, 2013, through June 30, 2014.

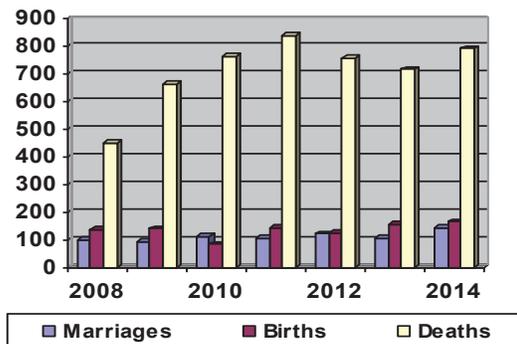
The following Elections were held:

* Tuesday, August 13, 2013, the Special School Budget Validation Referendum; Tuesday, November 5, 2013, the Municipal Elections to elect members to the Town Council, Board of Education, and Trustees to the Sanitary District; as well as the State Referendum Election; Tuesday, December 3, 2013, the Special Municipal Election; Tuesday, May 13, 2014,

the first School Budget Validation Referendum - which failed. The second School Validation Referendum was held on Tuesday, June 10, 2014 - the School Budget passed. As well as the State Primary Elections were held to elect members to each party to run in the November 4, 2014, General (Gubernatorial) Elections.

The Town Council holds two regularly scheduled meetings a month, except for July and August when the Council holds one meeting - totaling 22 over the course of a year [of which 1 was postponed due to weather]. In addition, there were 2 Special Council meetings held and a total of 46 public hearings.

Vital statistics include records of marriages, births, and deaths and are part of the records in the Clerk's Office. The births and deaths are recorded in three locations within the state: 1) Place of residency, 2) Place of occurrence, and 3) the State Office of Vital Statistics in Augusta. The marriages are recorded in the municipality in which the license was obtained and the State Office of Vital Statistics in Augusta.



During the past fiscal year a total of 142 marriages, 792 deaths and 164 births were filed with the Town Clerk's Office.

As required by Maine Law, any dog 6 months or older is required to be licensed. To license your dog you will need to provide a current Maine State Rabies Certificate and a spayed or neutered certificate, if applicable. The fee is \$6.00 if you dog has been spayed/neutered and \$11.00 if your dog has not. For more information please contact the Town Clerk's Office at 207-730-4020.



The following items were issued by the Town Clerk's Office during the Fiscal Year - July 1, 2013, through June 30, 2014:

Items Issued by the Town Clerk's Office:

- 5,596 Approximately Certified Copies
- 754 Burial Permits
- 9 Coin-Operator's Licenses
- 1 Ice Cream Truck Licenses
- 142 Food Handler's Licenses
- 20 Innkeepers Licenses
- 4 Junkyard Permits
- 134 Marriage Licenses
- 5 Massage Establishment Licenses
- 11 Massage Therapist/Establishment License
- 9 Massage Therapist Licenses
- 3 Mobile Home Park Operator's Licenses
- 7 Special Amusement Licenses
- 7 Waster Hauler Permits
- 165 Garage/Yard Sale Permits

Clam Licenses:

- 200 Resident Recreational Clam Licenses
- 20 Non-Resident Recreational Clam Licenses
- 30 Commercial Resident Clam Licenses
- 4 Commercial Non-Resident Clam Licenses
- 1 Commercial Non-Resident Student Clam Licenses
- 10 Commercial Resident Student Clam Licenses
- 3 Commercial Over-60 Resident Clam Licenses
- 248 Day Licenses

Respectfully submitted,
Yolande "Tody" Justice, Town Clerk

Report from the

HUMAN RESOURCES & GENERAL ASSISTANCE OFFICE

To the Town Manager, Town Council, and Citizens of
Scarborough:



Jaclyn Mandrake
Human Resources /
General Assistance Office

The staff of the Human Resources Department consists of the Director, the Human Resources Coordinators, Heidi McNinch and Carrie Noyes, and General Assistance Coordinator, René Daniel. The mission of the Human Resources Department is to attract, develop, motivate, and retain a highly skilled workforce capable of efficiently carrying out its responsibilities on behalf of the Town and to create a productive and supportive work environment characterized by open communication, fairness, personal accountability, trust, and mutual respect.

The Human Resources Department is committed to utilizing best practices to provide quality customer service. Specifically, the department's key objectives are:

- Building and maintaining effective employee relations.
- Recruiting, selecting, hiring, developing, evaluating, and retaining a diverse, quality workforce in compliance with all laws, regulations, and contractual requirements.
- Strategically managing employee benefits programs.
- Effective customer service and counsel to employees, elected officials, citizens, and volunteer boards.
- Developing and implementing relevant training and professional development opportunities.
- Administering payroll processes accurately and fairly.
- Developing and upholding sound and ethical human resources policies and practices.

Specific ongoing activities in support of department goals include:

- Providing support to all Town departments in developing and implementing policies and procedures.
- Providing counsel and advice to all departments in the areas of employee behavior and performance management. Administering employee relations services for all Town employees.
- Coordinating with Maine Municipal Association and Town Safety Committees to manage the Workers'

Compensation program and supervising safety initiatives.

- Overseeing the Town's Employee Assistance Program.
- Managing all payroll processes and functions efficiently, accurately, and in compliance with all federal, state, and contractual obligations.
- Coordinating the Town's Employee Recognition Program.
- Administering the Department of Transportation Drug and Alcohol Testing Program for employees who hold a Commercial Driver's License and perform safety-sensitive work.
- Managing and maintaining all employee personnel records and files.

This year, our team's significant projects and accomplishments included:

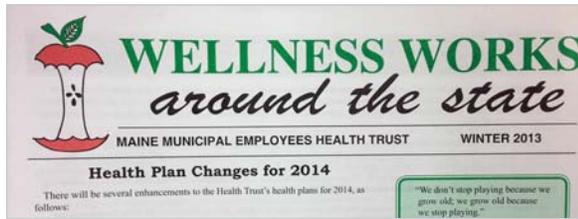
- Collaborating with the Town's Department Heads to create an Employee Handbook with new personnel and safety policies. This Employee Handbook, in conjunction with the Town's Personnel Ordinance, was prepared to acquaint all employees with the rules and policies of the Town. These documents serve as a general guide to assist employees in understanding the work environment and organizational philosophy of the Town. The Employee Handbook and Personnel Ordinance are also designed to help ensure compliance, foster positive employee relationships, and contribute to the overall success of the Town in delivering services to the public effectively and efficiently. New policies include: Emergency Action Plan, Hazard Communication, Injury and Illness Management, Remote E-mail Access by Personal Device, Social Media Use, and a Video Display Terminal & Ergonomics Policy.
- Coordinating the Employee Appreciation and Recognition Party with a "Making the Difference" theme.



- Administering the recruitment, examination, selection and hiring processes for all Town Departments including the positions of Child Care Manager, Deputy Tax Collector/Treasurer and Customer Service Manager, Public Safety Emergency Communications Dispatcher, Commercial Code Enforcement Officer/Fire Inspector, Public Works Operations Supervisor, Firefighter/EMT, and Network and Telecomm Administrator.
- Complying with the Affordable Care Act. Although the law was enacted in 2010, many of the obligations took effect in 2013 and 2014. Our Human Resources team worked diligently to comply with the new guidelines.

Report continued from the Human Resources Department:

- Facilitating employee trainings, such as Sexual Harassment Prevention, Participating in a Respectful, Diverse Workplace, and Conflict Management.



- Supporting the Town Safety Committees in their efforts to keep our employees and our workplace safe. Our participation in various safety and wellness initiatives resulted in significant savings to the Town and demonstrated a ongoing commitment to workplace safety. Safety programs and effective claims management yielded a \$29,424 dividend from the Maine Municipal Association.
- Maintaining collaborative and productive labor relations. Collective bargaining efforts in 2014 resulted in a 3-year agreement with the Scarborough Professional Firefighters Association. Our Dispatch and Police contracts continue through 2015.

General Assistance

The Town of Scarborough’s General Assistance (GA) Program is a state-mandated, municipally administered financial assistance program. It was designed to be a program of “last resort” for residents who are unable to provide for their basic needs. The GA office is located in the Scarborough Town Hall, 259 U.S. Route 1. It is overseen by the Human Resources Director and is staffed by René Daniel, GA Coordinator.

Assistance is available for basic necessities, as defined by local ordinance and state statutes. Eligible applicants are assisted through payments made to specific vendors. Administrative costs of the program are paid for through tax dollars. The State reimburses the Town for 50% of the cost of GA benefits paid for residents. In FY 2014, \$7,744.89 was issued to eligible recipients prior to reimbursement — an increase over prior years attributed to last winter’s extreme weather conditions.



Under GA, applicants must provide verification of their income and expenses, residence, and—if unable to work—medical documentation substantiating their work limitations. Applicants are required to seek work if they are physically able, and/or to apply for assistance through other state and federal programs that may be available to them. A determination of eligibility is made for a 30-day period based on anticipated earnings. Individuals and families who do not qualify for financial assistance are referred to local resources appropriate to their need(s), such as local food pantries, Project Grace, LIHEAP, Scarborough churches, Lion’s Club, Knights of Columbus, and DHHS.

Type	Inter-views	Cases	People	Outside Ser- vices	Benefit Provided
Housing	141	11	48	0	\$4,550.47
Emergency Housing	17	1	7	16	\$200.00
Heating	16	6	14	10	\$1,961.45
Electric (non-heating)	23	3	12	20	\$176.75
Propane (non-heating)	0	0	0	0	\$0
Food	17	0	0	17	\$0
Prescrip- tions	3	1	1	2	\$71.22
Medical Services	0	0	0	0	\$0
Dental Services	0	0	0	0	\$0
Burials & Cremation	4	1	1	3	\$785.00
Diapers & Baby Supplies	8	0	0	8	\$0
Household & Personal	12	0	0	12	\$0
All Other Needs	14	0	0	14	\$0
Total	255	23	83	102	\$7,744.89

Our GA Coordinator is on call around the clock and holds regular office hours on Mondays, 9 a.m. to 12 p.m. Appointments may be scheduled by calling: (207) 450-5621.

Thank you for the opportunity to serve the Town

Respectfully submitted,
Jaclyn Mandrake
 Director of Human Resources

INFORMATION SYSTEMS DEPARTMENT

To the Town Manager, Town Council, and Citizens of Scarborough:

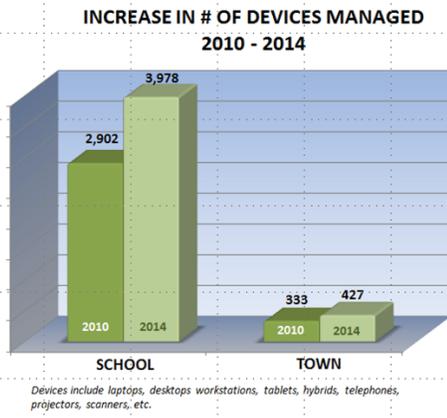


Jennifer Nitchman
Information Systems Director

It is my pleasure to present this report on behalf of the Technology & Information Services Department. The Scarborough IT Department is a shared services model facilitating and maintaining the technology needs of both the Town and School system. We currently have seven employees who service 3,200 students and 1,300 active employees throughout 15 locations. Town-wide, our team supports over 4,500 devices including 500 PCs, 200 mobile units, and 2,200 laptops.

Since 2010, the number of devices configured, deployed and/or managed by the IT Department has increased approximately 36% across all departments and locations.

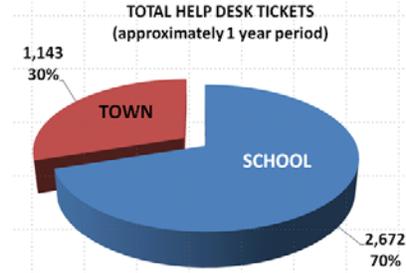
The chart to the right represents a breakout of where these devices reside. Much of the growth over the past four years can be attributed to an increasing demand for mobility in the workplace and classroom, the availability of more sophisticated applications online, blended learning curriculums, and end-user requirements. Devices represented are approximately .98 per capita for the School employee and student population and .90 per capita for the Town employee population.



Beyond end-user technology, the IT Department also manages a complex infrastructure of fiber and wireless networks and the telecomm system. Between the School and Town, our staff maintains at least 50 critical applications both internally hosted and cloud based, as well as the Town and School department public web sites and

intranets. Through shared services, Scarborough is able to create cost efficiencies stemming from – among other things – volume purchasing, training, a shared knowledge base and maximizing network delivery channels.

Our help desk system, deployed in 2013, enables the department to track a large portion of incoming requests from end-users.



Included here are snapshot statistics of our day-to-day workflow pipelines. These statistics do not reflect the overall time spent on each ticket, nor do they represent many of the phone calls, text

messages or in-person requests we receive. During an approximate one-year period, the IT staff has responded to nearly 4,000 calls for assistance, with another estimated 50% of calls remaining un-ticketed. We expect this number to increase as the new Wentworth School launches.

Aside from the day-to-day tasks of managing the help desk, routine imaging and deployment of devices, cyclical replacement and upgrading of hardware and software, and developing/coordinating the delivery of training, the department is also responsible for a volume of special projects as defined by both Town and School departments. Highlights from those completed and planned/in-process projects are included below.

Our progress highlights for the FY 2013-2014 include:

- Completed the build and launch of a new Town web site with a cleaner and easier to navigate user interface.
- Deployed core system mobile app for the Planning Department.
- Completed acquisition, imaging, configuration and deployment of 900 new windows-based Maine Learning Technology Initiative laptops in a 1:1 environment at the Middle School. This project included new wireless infrastructure provided by the State of Maine.
- Near completion implementing a new telecomm system town-wide. The final location to go-live will be the new Wentworth School.
- Configured and deployed desktop virtualization delivery channel to enable employees to securely connect to Town/School documents anytime, anywhere.
- Completed a technical refresh at the Middle School, including purchasing, inventorying, configuring,

Report continued from the Information Systems Department:

- deploying and training for tablets, doc cameras, projectors and other devices.
- Initiated migration of the schools to the Google platform to reduce strain on our internal network resources and provide decentralized access and collaboration functionality for students and staff.
- 70% completion of migrating schools to a centralized printing solution to 1) reduce maintenance costs and waste associated with individual deskjet printers and 2) increase mobility across the campus.
- Assisted Public Safety with development of the Old Orchard Beach dispatch acquisition proposal.
- Completed research and vetting process for new Public Works core system.
- Completed cost/benefit analysis of BYOD vs. 1:1 devices in the High School.
- Assisted in development of social media policy for the Town.
- Began building and installation of Wentworth technical infrastructure and devices.

- Currently building the new Scarborough School District web site.
- Expanded bandwidth and capacity Town-wide
- With HR, completed a Social Media policy for the Town.
- Scoped project to migrate Public Works to a new core system.

As we head into what promises to be another busy and productive year, I would like to thank the Town Manager, Superintendent, Town Council and School Board for their support. Additionally, I would also like to thank all of the Department Heads and Town and School staff who have helped to make the past year so successful. Lastly, thank you to the Technology & Information Services staff for their hard work, diligence, time and dedication—your efforts are truly appreciated.

Respectfully submitted,

Jennifer Lim

Technology & Information Services Director



Photography by Sean Bushway

Report from the

FINANCE DEPARTMENT

To the Town Manager, Town Council, and Citizens of Scarborough:



*Ruth D. Porter
Finance Director*

It is with great pleasure that I submit the annual report on behalf of the Finance Department for the Fiscal Year 2013-2014.

The Finance Department is responsible for managing and reporting the financial activities of the Town of Scarborough (and school) to assure to all interested parties, that those public resources are conscientiously received, safeguarded, invested, accounted for and disbursed.

Our department works to reduce liabilities and risks in order to protect the financial and personal interests of the residents, taxpayers, employees, investors and visitors of Scarborough. Additionally, the Finance staff prepares financial statements that report the financial condition of the Town of Scarborough.

Excerpts of the June 30, 2014 Comprehensive Annual Financial Report (CAFR) are highlighted on the following pages. The Town of Scarborough's financial report was audited by the firm of Macdonald Page and Co., LLC located at 30 Long Creek Drive, South Portland, Maine 04106.

Please review the completed CARF on the Town's web site at <http://www.scarborough.me.us/acct/documents/cafr2014.pdf>.

The Finance Department is comprised of the following offices and describes the related responsibilities:

- **Accounting:** Includes accounts payable, treasury management, financial software implementation and oversight, investments, risk assessment, accounts receivable, budgeting, debt management, infrastructure, federal and state reporting and financial reporting.
- **Collections:** Includes customer servicing, property tax collection and processing, special assessment billing and collections, general and rescue collections, vehicle registrations, hunting and fishing licenses, beach parking permits, boat launch permits, parking tickets, snowmobile, watercraft and ATV registrations along

with various other revenue collection services. Additionally, the Collection's staff is an Agent for the State of Maine. As such, they collect fees on behalf of the State of Maine. The Excise Agent for the Town prepares reports for the State weekly.

- **Purchasing:** Includes procuring goods and services, directing, supervising and coordinating the preparation of technical specifications for all purchase and construction related activities of the Town.

During the year, Finance staff worked diligently in coordination with the Town's Financial Advisor, Joseph Cuetara from Moors and Cabot, Boston, MA. in preparing and issuing a \$6.505m bond issue. This bond issue was rated by both Moody's Investor Services and by Standard and Poor's (S&P). Moody's assigned an Aa3 rating to this bond and re-affirmed the Aa3 rating for all of Scarborough's outstanding debt. Standard and Poor's assigned its AA "long-term rating and stable outlook to this bond issue and also affirmed its AA rating on the Town's outstanding debt.

Both documents can be found on the Town's Finance web site page: <http://www.scarboroughmaine.org/departments/finance/accounting>

The \$6,505,000 bond proceeds will be used to fund:

- \$1,969,815 of the \$39,077,594 voter approved bond authorization for the construction of a new Wentworth School. To date, we have bonded \$35,784,815 for this project. The remainder, if needed, will be borrowed in 2015. The newly constructed Wentworth School will open in September 2014;
- \$640,000 for various building and energy efficiency projects including the funding for the Tri-Generation Energy Efficiency project at the town hall. The Tri-Gen project will be sized to meet the combined heating and cooling needs of the Municipal Building and perhaps other town owned buildings;
- \$1,839,290 in various infrastructure reconstruction and repairs including Jasper Street, Black Point and Pine Point Sidewalks and the Pleasant Hill Road study to name a few.
- \$1,054,231 to purchase and/or upgrade various town and school technology including laptops, security system upgrades, fuel system upgrades, telecommunication systems upgrades and other technology purchases;

Report continued from the Finance Department:

- \$640,000 for various building and energy efficiency projects including the funding for the Tri-Generation Energy Efficiency project at the town hall. The Tri-Gen project will be sized to meet the combined heating and cooling needs of the Municipal Building and perhaps other town owned buildings;
- \$1,839,290 in various infrastructure reconstruction and repairs including Jasper Street, Black Point and Pine Point Sidewalks and the Pleasant Hill Road study to name a few.
- \$1,054,231 to purchase and/or upgrade various town and school technology including laptops, security system upgrades, fuel system upgrades, telecommunication systems upgrades and other technology purchases;
- \$731,664 for vehicle purchases that include a school bus and two plow trucks;
- \$270,000 for the purchase of the Comstock Farm. The town will purchase the development rights to conserve 90.18 acres of this property permanently and will protect a working cattle farm.

The Governmental Accounting Standards Board (GASB) is the governing body and promulgates rules and regulations for the financial reporting and accounting of municipalities across the country.

The Town of Scarborough's Finance Department received the prestigious *Certificate of Achievement for Excellence in Financial Reporting* for the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2013

from the Government Finance Officers Association of the United States and Canada. This is the ninth consecutive year that the Town of Scarborough has submitted and achieved this outstanding award.

Gina Clukey, my Deputy Finance Director, has worked tirelessly on reviewing and maintaining all of Scarborough's capital asset information in the Town's financial software system. This will be the first year that our capital assets and related depreciation will be calculated using the town's software rather than through a spreadsheet. Many hours and due diligence went into this project and I applaud Gina for her efforts. At the end of June 2013, the town had over \$126m in capital assets, net of depreciation, an increase of over \$13m from 2012

I am pleased to announce that Lisa Saulle, a 12 year veteran of the Finance Department, was promoted to Deputy Tax Collector/Deputy Treasurer in October. Additionally, Barbara Fagnant, a 10 year veteran of the Finance Department was promoted to Excise Agent/Inland Fisheries Agent in November to replace Lisa who had been performing these duties. My warmest congratulations to both Lisa and Barbara in their new roles.

I am very appreciative and would like to thank my staff working in all the varied facets of the Finance Department. Their enthusiastic professionalism and dedication in serving the citizens of Scarborough is truly noteworthy. I applaud their dedication to helping Scarborough become a great place to live and prosper.

Respectfully submitted,
Ruth D. Porter, Finance Director

AUDIT FOR YEAR ENDING JUNE 30, 2014

The schedules on the following pages have been extracted from the financial statements of the Town of Scarborough, Maine, a complete copy of which is available for inspection at the Town Office. The schedules included herein are:

- Statement 1: Statement of Net Position
- Statement 3: Balance Sheet - Governmental Funds
- Statement 4: Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds
- Exhibit A-1: General Fund Comparative Balance Sheets
- Exhibit A-2: General Fund Schedule of Revenues, Expenditures and Changes in Fund Balance - Budgetary and Actual
- Exhibit G: Statement of Changes in Long-term Debt

Report from the

COLLECTIONS/EXCISE TAX OFFICE

To the Town Manager, Town Council, and Citizens of Scarborough:

The Collections/Excise Department is responsible for all vehicle registrations. Our staff is here to assist you in registering your automobiles, trucks, snowmobiles, ATV's and boats, along with hunting and fishing licenses. We are also here to answer any questions you may have regarding this process. We appreciate the opportunity to be of service to the citizens of Scarborough, and I look forward to many more years of serving our community.

The Rapid Renewal allows citizens to register vehicles on-line via the internet. This program has been on a steady increase and, as the state perfected its online renewal

process, we have seen accelerated growth in the area. As always, all of the staff in the Excise Office will continue to be here for you with our friendly smiles and excellent customer service.



Respectfully submitted,
Barbara Fagnant,

Excise Office

Barbara Fagnant
Excise Agent

Visit www.informe.org/bmv/rapid-renewal to register your vehicle on-line.

<u>2014</u>	<u>2013</u>	<u>2012</u>
EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:	EXCISE TAX COLLECTED:
Total Vehicle Excise \$4,620,312.48	Total Vehicle Excise \$4,222,457.71	Total Vehicle Excise \$3,969,004.70
Boat Excise \$30,805.90	Boat Excise \$31,271.30	Boat Excise \$29,331.40
TOWN FEES COLLECTED:	TOWN FEES COLLECTED:	TOWN FEES COLLECTED:
Automobile \$57,253.00	Automobile \$56,994.00	Automobile \$56,909.00
Boat \$1,167.00	Boat \$1,337.00	Boat \$1,623.00
Snowmobile \$604.00	Snowmobile \$617.00	Snowmobile \$601.00
ATV's \$360.00	ATV's \$325.00	ATV's \$411.00
Total Revenues <u>\$4,710,502.38</u>	Total Revenues <u>\$4,313,002.01</u>	Total Revenues <u>\$4,057,880.10</u>

Report from the

TOWN ASSESSOR

To the Town Manager, Town Council, and Citizens of Scarborough:



William Healey
Town Assessor

This year, the tax rate was set at \$14.77 per thousand dollars of value based on a taxable valuation of \$3,660,305,700 for real and personal property as of April 1, 2013. This is an increase in taxable valuation of \$28,630,400 from 2012 or 1.01%. The 2013 total tax levy was \$54,062,715 increasing the tax rate by 97 cents from 2012.

The total number of taxpayers who qualified for the State of Maine Homestead Exemption in Fiscal Year 2014 was 4,574 saving each \$147.70 in property taxes. The total number of Veterans and Widows of Veterans qualifying for the Maine Veteran's Exemption was 645 resulting in a tax savings of \$88.62. In order to

qualify for these exemptions taxpayers must submit application to the Assessor's Office by April 1st.

The 2013 Tax Year was the seventh year of the Town's tax reimbursement program. This year 267 applications were approved for a total refund of \$121,567. In order to qualify for the Town's reimbursement you need to be 62 years of age, a ten year resident of Scarborough, and have applied for and received reimbursement from the State program for property tax relief. All Scarborough citizens are encouraged to call or visit our office so that we can determine if you qualify for any exemption and assure that the proper forms are completed in a timely manner.

My Administrative Assistant Sara Salisbury, Assistant Assessor Sue Russo, and I, are available to all citizens for any questions you may have concerning your valuation and property tax.

Respectfully submitted
William Healey, CMA, Town Assessor

Report from the

PURCHASING OFFICE

To the Town Manager, Town Council, and Citizens of Scarborough:

The Town of Scarborough's Purchasing Office is responsible for procuring goods, services and construction for all Town Departments as well as administering bids and purchasing contracts. Created in 2005, the Purchasing Office collaborates with all departments to streamline the bidding and purchasing processes for the Town.

During fiscal 2014, Purchasing initiated and secured bids for 15 projects as follows:

- Two ¾ Ton Pick Up Trucks for Public Works and Community Services
- Two Plow Trucks Cab & Chassis w/plow gear for each for Public Works
- Two Dodge Chargers for Police Department
- Two Ford Utility Police Interceptors
- Municipal Fire Alarm Monitoring Equipment
- Winter Sidewalk Maintenance for all Town Sidewalks
- Ammunition Bid for Police Department
- Sprinkler System Contract for all Town Buildings
- Municipal Building Carpet Cleaning
- Engineering Consulting Services
- Tactical Team Vest for Police Department
- Public Works Uniform Rental Services
- Thermal Imaging Equipment for Fire Department
- Two Year Lease for Food Vendor at the Hurd Park Concession Stand
- Sale of 3 used Police Cruisers

Additionally as of June 30th, Purchasing is actively working on the following projects:

- Mowing and Grounds Maintenance for the Elementary Schools and the Public Library
- ¾ Cab and Chassis Truck for Public Works
- One single axle Plow Truck with Plow Gear for Public Works
- 3 year lease for electric car Nissan Leaf Version SV for the Planning Department

In addition to locking in our vehicle fuel and heating oil contracts, we were also able to procure fixed pricing for our Natural Gas, Propane, and Electricity. By exploring all avenues and utilizing the information gathered, we are able

to secure the most effective pricing for these utilities. Additionally, by securing these long-term fixed contracts, we are able to provide budget certainty in a volatile energy market.

Through the Employee Incentive Program, adopted in March 2013, a suggestion was submitted regarding the use of solar energy as an alternative energy source for our municipal buildings. Purchasing was instrumental in compiling and recording the energy data for all the town buildings. After a thorough review of the data, two buildings; Engine 5 Fire Station in North Scarborough and the Community Services Maintenance Building near the ice rink, were found to be the best fit for solar panel use. The installation for one building was completed in May and the other is expected to be completed by August. Real time data regarding these two buildings can be found at :

<http://www.scarboroughmaine.org/town-government/boards-committees/energy-committee>

(Scroll down to select either North Scarborough or CS Building). Through the Town of Scarborough's online website, businesses can utilize both the Vendor Self-Service Web Portal at :<https://scarborough.munisselfservice.com/> and our Electronic Bidding Portal at :

<http://www.scarboroughmaine.org/departments/finance/purchasing/>

The Vendor Self-Service is a way for businesses to track the value of goods and services the town has purchased from them and to see what invoices have been paid. Over the past year, approximately 70 vendors have signed on to this valuable tool. Purchasing is actively working to spread the word to more vendors so this service can be utilized to its full potential.

The Electronic Bidding Portal allows prospective bidders to view and respond to the Town of Scarborough's various requests for proposals.

As the economy begins to improve, Purchasing will continue to remain a viable and important process in the Town of Scarborough. It is our goal to reduce costs through competitive bidding, bulk purchasing and improve our effective use of resources, not only within Purchasing but with local departments and our regional neighbors.

Respectfully submitted,
Ruth D. Porter, Finance Director



Photography by Sean Bushway

Report from the

TAX COLLECTION OFFICE / MUNICIPAL BEACH REPORT

To the Town Manager, Town Council and Citizens of Scarborough:

The following is the annual report from the Scarborough Tax Collection Office and the Municipal Beach Report for the Fiscal Year July 1, 2013, through June 30, 2014. The table below shows the revenues for both seasonal and daily beach passes along with boat launching fees that were collected for the fiscal year period. The following pages show the uncollected real estate and personal property taxes for this same period.

Respectfully submitted,
Lisa Saulle, Deputy Tax Collector / Treasurer



Lisa Saulle
Deputy Tax Collector /
Treasurer

Please visit the Tax Office for more information for on-line tax information visit:
www.scarborough.me.us and navigate to the Accounting/Collections Web pages.

FISCAL 2014 SEASONAL AND DAILY BEACH PASSES	
	Beaches
July 2013	\$89,547.86
August 2013	\$83,026.00
September 2013	\$4,630.00
Jan / May 2014	\$31,376.43
June 2014	<u>\$110,709.00</u>
Totals:	<u>\$319,289.29</u>
Boat Launch Fees	<u>\$9,180.00</u>
Concession Stand	<u>\$5,600.00</u>
Grand Total July 1, 2012, through June 30, 2013	\$304,977.90
Grand Total July 1, 2011 through June 30, 2012	\$293,533.95
Grand Total July 1, 2010 through June 30, 2011	\$246,046.86

The State of Maine encourages all visitors at all beaches to carry out what you carry in.

Scarborough has made available rubbish containers in and near the parking areas of all local beaches and recreation areas. Please take the time to use them.

Keeping our beaches and parks clean is a "quality of life" issue we all need to be aware of. Your cooperation on this matter is greatly appreciated.

The containers are emptied by the Community Services Department during the summer and winter months.

Thank you for using them.

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2014

2005				Whitten, Donald	U025-016a	11 Bradford Ln	\$4,101.92
West, Christina	T003-029	29 Matthews Way	\$112.89	2011			
Whitten, Donald	U025016A	11 Bradford Lane	\$1,603.06	Brown, Toby E	R035-012	4 Brown Hill Ln	\$1,425.72
2006				Ellis, Wayne	T003-004	4 David Dr	\$82.43
West, Christina	T00-3029	29 Matthews Way	\$120.81	Grant, Glenn D	R029-007a	48 Grant Rd	\$2,977.65
Whitten, Donald	U025016A	11 Bradford Lane	\$3,748.56	McCormick, James E	R022-034	139 Holmes Rd	\$2,595.91
2007				Pio, Joseph S.	R015-002A	38 County Rd	\$2,514.63
Whitten, Donald	U025016A	11 Bradford Ln	\$3,859.42	Webster, Terry L	R097-004	202 Spurwink Rd	\$3,132.43
2008				Whitten, Donald	U025-016a	11 Bradford Ln	\$4,229.41
Whitten, Donald	U025-016A	11 Bradford Ln	\$3,976.07	2012			
2009				Asselin, Steven	T003-012	12 David Dr	\$235.26
Webster, Terry L	R097-004	202 Spurwink Rd	\$368.93	Bayley, Calvin O	R024-032	203 Broadturn Rd	\$4,060.43
Whitten, Donald	U025-016A	11 Bradford Ln	\$3,940.04	Bayley, Timothy	U036-005	14 Milliken Rd	\$2,724.84
2010				Beaulieu, Brian J	R018-002f	2 Red Brook Ln	\$164.53
Brown, Toby E	R035-012	4 Brown Hill Ln.	\$1,425.72	Bessey, Joseph	U032-702	11 Orchard St	\$3,213.75
Grant, Glenn D	R029-007a	48 Grant Rd	\$2,888.24	Bowser, Neil R	R001-009a	10 Burnham Rd	\$1,943.78
Pio, Joseph	R015-002a	38 County Rd	\$1,246.00	Brown, Henry P	R022-030a	175 Beech Ridge Rd	\$4,158.31
Webster, Terry L	R097-004	202 Spurwink Rd	\$3,038.32	Brown, Linda L	U029-009	4 Queens Dr	\$196.32
				Cange, Suzanne M	U024-001b	272 Pine Point Rd	\$4,737.49
				Carrigan, Timothy J	U026-020	20 Jasper St	\$2,922.97
				Chau, Tsan	R039-007	330 Payne Rd	\$5,547.11
				Chau, Tsan & Su-Lan	R038-027	238 Gorham Rd	\$8,194.06

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2014

2012

Davis, Robert & Barbara	T003-010	10 David Dr	\$133.14
Dill, Randall G Sr	R018-029	359 Gorham Rd	\$1,503.00
Donahue, Patrick W	R027-015b	6 Donahue Ln	\$5,033.97
Dow, Mary L & Willard C	R031-023a	127 Holmes Rd	\$1,293.75
Dragoni, Ann K	U040-2104	102 Fountain Way	\$1,630.41
Duggan Brenda L	U047-052	24 Sunset Rd	\$2,731.97
Eaton, Janis Gorham	R078-015	120 Pleasant Hill Rd	\$2,495.40
Eighty Nine Canal Realty Trust	U029-201	715 US Route 1	\$2,951.83
Ellis, Roberta	R037-037	56 Mussey Rd	\$3,279.31
Ellis, Wayne	T003-004	4 David Dr	\$85.03
Forest, Ronald	R039-025	354 Payne Rd	\$3,635.66
Gilman Real Estate Mgmt	U039-049	341 US Route 1	\$5,129.47
Grant, Glenn D	R029-007a	48 Grant St	\$3,151.03
Hatem, Peter L	U043-035	258 US Route 1	\$4,014.82
Hawg Wild Realty llc	U034-005	594 US Route 1	\$4,780.64
Hayes, Lloyd & Jo Carol	R015-051d	30 Lady Slipper Way	\$535.08
Hayes, Michael P	U046-1204	4 Clearview Dr	\$2,355.66
Huntington, Steve E	R048-006c	6 Sargent Rd	\$5,431.66
Kitchen, Steve	T003-029	29 Matthews Way	\$136.33
Lewis, Daniel F	R078-006	20 Rigby Rd	\$1,352.19
Mack, Louis Co Inc	R036-010	122 Running Hill Rd	\$3,170.00
Mack, Louis Co Inc	R036-010a	118 Running Hill Rd	\$2,268.14
Maietta Enterprises	R078-050a	150 Pleasant Hill Rd	\$2,777.58
Marquis, Julie	U042-015	27 Imperial Lane	\$2,694.91
McNally, Matthew A	U016-058	9 Thomas Dr.	\$4,884.31
Nappi, Joseph B	R055-034	201 Gorham Rd.	\$3,695.53
Pine Knot LLC	U019-036	4 Library Ln	\$28,917.78
Piner, Msarianne	T002-407	407 Topaz Dr	\$109.37
Record, George	T003-020	20 Crystal Ln	\$158.25
Reed, Philip J.	U023-087	4 Lane By The Sea	\$4,596.95
Remich, Rogers	R037-011	245 Gorham Rd.	\$3,455.76
Roukey, Robert A.	R039-024	1 Bridges Dr.	\$669.43
Saco Street Rlty.	R016-003	96 Saco St.	\$1,536.07
Shorey, David W.	R028-021	8 Huntley Rd.	\$2,739.09
Skillings, Terry & Doris	U002-169	55 Greenwood Ave	\$6,185.69
Spalding, Gerald C Et Al	R090-1183	309 Black Pt. Rd.	\$926.00
St.Ours, Dwayne R	R045-001	90 Broadturn Rd	\$10,642.87
Stacy, Kelly Lynn	U028-024	9 Eagles Nest Dr.	\$3,679.85
Stelmach, Christopher M.	U042-020	17 Imperial Ln.	\$2,679.23
Stover, Ernest & Kathleen	U050-003	29 US Rte. 1	\$860.54
Sullivan, John E	R073-012D	2 Sullivan Rd	\$655.18
Symington, James	T001-062	62 Trotwood St	\$314.51
Thayer Dev. LLC	R023-001A	138 Beech Ridge Rd	\$2,533.84
Thayer Dev. LLC	R023-001B	8 Provident Dr.	\$191.93
Thims, Pamela	R022-036	154 Holmes Rd	\$2,204.58
Tibbetts, Richard E	R055-020	63 Mussey Rd	\$3,113.97
Warren Development	R031-004	6 Holmes Rd.	\$1,598.15
Waterhouse Richard	R041-014	51 Beech Ridge Rd	\$1,251.65
Waterhouse Richard	R041-015	49 Beech Ridge Rd	\$1,207.38
Waterhouse, Troy	R020-007E	9 Little Bear Rd	\$137.41
Webster, Terry L	R097-004	202 Spurwink Rd	\$1,714.29
Wentworth, Patricia	U006-066	154 Highland Ave.	\$3,523.06
Whitten, Donald	U025-016A	11 Bradford Ln.	\$4,476.65
Williams, Paul E	R008-013A	259 Broadturn Rd	\$3,899.63
Williams, Stephanie	R041-017	41 Beech Ridge Rd	\$1,940.88
Wright, Hayward & Dorothy	U043-075	11 Black Pt Rd	\$2,113.35
2013			
AC Properties LLC	R0633007	3 Southgate Rd #7	\$ 1,332.77
Allen, Melissa C	U025032	23 Ocean View Rd	\$3,346.94
Alofs, Richard B	U004058	10 Gunstock Rd	\$2,065.57
Anderson, George J	U047006	32 Maple Ave	\$4,081.15
Asselin, Steven	T003012	12 David Dr	\$142.96

2013 continued

Audibert, John	T001238	238 Deerwood St	\$591.67
Bayley, Calvin O	R024032	203 Broadturn Rd	\$4,357.43
Bayley, Timothy C	U036005	14 Milliken Rd	\$ 2,927.16
Bedell, Stephen G	R007010	Nonesuch Riv	\$923.26
Bessey, Joseph	U032702	11 Orchard St	\$3,450.73
Black Point DevLLC	U043011	20 Black Point Rd	\$32.23
Bowser, Neil R	R001009A	10 Burnham Rd	\$ 3,989.55
Brett, Anne-Marie	R005007	346 Broadturn Rd	\$3,044.70
Brock, Sandra	T001222	222 Cypress St	\$196.39
Brown, Henry P	R022030A	175 Beech Ridge Rd	\$4,529.92
Brown, Linda L	U029009	4 Queens Dr	\$ 2,672.26
Brown, Toby E	R035012	4 Brown Hill Ln	\$1,572.88
Bullard, Judith	R009005	277 Broadturn Rd	\$1,467.19
Cange, Suzanne M	U024001B	272 Pine Point Rd	\$5,082.48
Carrigan, Timothy J	U026020	20 Jasper St	\$ 3,139.33
Chambers, John H	R074009	86 Black Point Rd	\$ 328.50
Chau, Tsan	R039007	330 Payne Rd	\$5,949.50
Chau, Tsan & Su-Lan	R038027	238 Gorham Rd	\$8,784.07
Churchill, Mildred A	U025031	27 Ocean View Rd	\$1,369.63
Clough, Geraldine F	R050002	42 Two Rod Rd	\$3,047.49
Cloutier, John	R099023A	100 Spurwink Rd	\$3,388.41
Cloutier, Julie P	U034006	6 Harlow St	\$ 2,092.21
Colpritt, Daniel D	R053002A	343 Payne Rd	\$3,166.81
Cormier, Keri A	R044007	130 Broadturn Rd	\$ 945.29
Countryside Butchers	R015054	89 County Rd	\$5,366.40
Cummings, Robert A	R088005	24 Snow Canning Rd	\$ 711.20
Daily, Martine	R0592220	20 Oak Dale Dr	\$ 940.42
Davis, Robert & Barbara	T003010	10 David Dr	\$254.39
Deering, Emmy O	U013004A	40 Clay Pits Rd	\$ 4,012.46
Deering, Gary M	U013004	42 Clay Pits Rd	\$ 4,201.74
Dill, Randall G Sr	R018029	359 Gorham Rd	\$ 1,905.99
Dimick, Patrick	U001018	31 Vesper St	\$ 5,296.29
Dimick, Robert E & Joyce A	U001013	Greenwood Ave	\$ 303.51
Donahue, Patrick W	R027015B	6 Donahue Ln	\$5,399.98
Dow, Leonard P	U032015	12 Church St	\$3,185.13
Dow, Willard C	R031023A	127 Holmes Rd	\$ 1,394.63
Dragoni, Ann K	U0402102	102 Fountain Way	\$ 3,501.10
Duggan, Brenda L	U047052	24 Sunset Rd	\$ 2,934.80
Dunstan Properties	U030016	707 US Route 1	\$ 3,107.29
Dunstan Properties Llc	U030017	703 US Route 1	\$3,183.61
Eaton, Janis Gorham	R078015	120 Pleasant Hill Rd	\$3,076.76
Ellis, Roberta	R037037	56 Mussey Rd	\$3,520.94
Ellis, Wayne	T003004	4 David Dr	\$ 100.23
Foote, Merrill J	U004132	9 Militia Ln	\$ 61.22
Forest, Ronald	R038003	358 Payne Rd	\$2,411.23
Forest, Ronald	R039025	354 Payne Rd	\$ 3,902.55
Foss, Sharon L	U051056	72 Two Rod Rd	\$ 955.83
Galyean, Ralph Jr. & Anne	U042081	8 Herbert Dr	\$ 1,310.19
Gilman Real Est Mg	U039049	341 US Route 1	\$ 5,502.25
Ginn, Clifford M	R102010A	62 Marion Jordan Rd	\$52,746.75
Grant, Glenn D	R029007A	48 Grant Rd	\$3,383.56
Gray, Erica	R0932102	3 Prospector Ln	\$ 9,361.07
Hatem, Peter L	U043035	258 US Route 1	\$4,308.58
Hayes, Lloyd & Jo Carol	R015051D	30 Lady Slipper Way	\$845.11
Hayes, Michael P.	U0461204	4 Clearview Dr	\$ 2,649.46
Hershberger, Mary	R050024A	2 Madison Dr	\$3,543.84
Hunnewell Hill LLC	U0482920	22 Sequoia Ln	\$205.55
Huntington, Steven E	R048006C	6 Sargent Rd	\$ 5,825.85
Jones, Nathan	U034005	594 US Route 1	\$6,129.61
KDA Dev Corp	R073088	11 Inspirations Dr	\$1,434.32
Kebewil LLC	R078070A	137 Pleasant Hill Rd	\$5,763.27
King, Joseph G	U001126	13 Morning St	\$59.37
Kitchen, Steve	T003029	29 Matthews Way	\$155.18
Leclair, Paul	R026005	124 Ash Swamp Rd	\$2,745.52
Lemay, John P	R0542905	10 Ridgeway Rd	\$4,830.62
Lewis Plumbing & Heating LLC	R078006	20 Rigby Rd	\$1,457.22
Light, Warren A.	U024034	295 Pine Point Rd	\$569.54
Lucas, Robert & Ruth	U0221226	9 East Grand Ave #6	\$285.29

UNCOLLECTED REAL ESTATE TAXES AS OF JUNE 30, 2014

2013 continued

Luja, Bennett E Jr	R0542970	14 Jameco Mill Rd	\$2,772.81	Spalding, Gerald C	R0901183	309 Black Point Rd	\$ 1,000.82
Lyon, John K	U024051	269 Pine Point Rd	\$ 2,066.60	ET AL			
Mack, Louis Co Inc.	R036010A	118 Running Hill Rd	\$2,443.28	Sram Corp.	U047093	151 US Route 1	\$1,677.38
Mack, Louis Co Inc.	R036010	122 Running Hill Rd	\$3,406.46	St.Ours, Dwayne R	R045001	90 Broadturn Rd	\$11,406.49
Maietta Enterprises	R078050A	150 Pleasant Hill Rd	\$2,983.65	Stacy, Kelly Lynn	U028024	9 Eagles Nest Dr	\$3,949.87
Maietta Enterprises	R078048	158 Pleasant Hill Rd	\$9,024.34	Stelmach, Christopher	U042020	17 Imperial Ln	\$2,878.32
Marquis, Julie	U042015	27 Imperial Ln	\$2,895.11	Stover, Ernest &	U050003	29 US Route 1	\$2,084.58
McCormick, James E	R022034	139 Holmes Rd	\$1,490.01	Kathleen			
McCormick, Kevin	U048060	2 Park Ave	\$2,809.64	Sullivan, John E	R073021D	2 Sullivan Farm Rd	\$710.80
McDonough, Tammy	R056012A	Pine Haven Terrace	\$ 69.69	Symington, James	T001062	62 Trotwood St	\$345.97
McNally, Matthew A	U016058	9 Thomas Dr	\$5,087.06	Tassie, Karen A	U0111215	30 Horseshoe Dr	\$4,188.41
Mitchell, Bryce &	R037016	7 Milliken Mills Rd	\$1,041.41	Thayer Dev LLC	R023001A	138 Beech Ridge Rd	\$2,722.62
Martina				Thims, Pamela L	R022036	154 Holmes Rd	\$2,370.03
Mitschele, Peter M	R0241310	6 Timber Sands Dr	\$1,309.15	Thompson, Kenneth	R004022	131 Burnham Rd	\$2,803.52
Mitschele, Peter M	R0241309	8 Timber Sands Dr	\$1,431.26	Heirs of			
Moulton, Edward C	R089002	12 Black Rock Rd	\$ 1,244.88	Thrall, William Jr.	R083024	128 Winnocks Neck	\$1,348.83
Nappi, Joseph B	R055034	201 Gorham Rd	\$3,966.67	Tibbetts, Richard E	R055020	63 Mussey Rd	\$3,191.24
Nielsen, Richard &	R040004	244 Payne Rd	\$1,562.24	Turner, Gregory &	U026057B	5 Turners Way	\$1,746.99
Ellen				Deborah			
O'Brien, Joseph T	R078032	15 Pond View Dr	\$1,830.08	Two DT's LLC	R062018	9 Washington Ave	\$2,021.84
O'Brien, Lois	U025002	212 Pine Point Rd	\$1,725.40	Warren Development	R031004	Holmes Rd	\$1,724.34
Phillips, Betsy A	U008057	15 Fern Cir	\$3,525.52	Waterhouse, Richard	R041014	51 Beech Ridge Rd	\$2,571.51
Pine Knot LLC	U019036	4 Library Ln	\$30,976.82	Waterhouse, Richard	R041015	49 Beech Ridge Rd	\$2,678.36
Piner, Marianne	T002407	407 Topaz Dr	\$373.45	Waterhouse, Richard	R042002	24 West Beech Ridge	\$4,644.41
Piper, Russell W	T002332	332 Garnet Dr	\$1,121.40	Waterman, Troy W	R020007E	9 Little Bear Rd	\$170.44
Record, George	T003020	20 Crystal Ln	\$303.23	Watson, Agnes P.	U045027	8 Down East Ln	\$1,494.52
Estate of				Webster, Terry L	R097004	202 Spurwink Rd	\$3,559.11
Reed, Philip & Janice	U023087	4 Lane By The Sea	\$7,094.32	Wentworth, Patricia	U006066	154 Highland Ave	\$ 3,781.97
Remich, Rogers	R037011	245 Gorham Rd	\$11,063.03	Williams, Marilyn	U049002	106 Maple Ave	\$2,530.38
Reynolds, Wayne H	R018028	365 Gorham Rd	\$ 2,346.54	Anita			
Roukey, Robert A	R039024	1 Bridges Dr	\$726.06	Williams, Paul E	R008013A	259 Broadturn Rd	\$ 5,017.97
Saco Street Realty	R016003	96 Saco St	\$1,654.12	Williams, Stephanie	R041017	41 Beech Ridge Rd	\$ 2,087.63
Scamman, Michael D	R050024C	39 Ingallside Dr	\$4,255.16	Winchenbaugh, Gary	R099032	365 Pleasant Hill Rd	\$4,062.83
Scamman, Michael D	R050024	Two Rod Rd	\$4,450.55	Wright, Hayward &	U043075	11 Black Point Rd	\$2,272.33
Scott, Kathleen F	U013009	53 Clay Pits Rd	\$2,589.83	Dorothy			
Shorey, David W	R028021	8 Huntley Rd	\$ 2,942.43				
Skillings, Terry &	R098016A	154 Spurwink Rd	\$ 5,488.51				
Doris							
Skillings, Terry &	U002169	55 Greenwood Ave	\$6,633.34				
Doris							



Photography by Sean Bushway

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2014

1997			
Stearns Property Service	\$358.00	Dr Stereo	\$34.10
		G M Pollack	\$505.20
1998		Innes Photo Services	\$7.46
Stearns Property Service	\$920.00	Maietta Construction Inc	\$3,497.25
		Maietta Foundation	\$202.08
1999		Maine Earthmoving Inc	\$4,405.34
Stearns Property Service	\$960.00	Oak Hill Dry Cleaners	\$193.24
		Scarborough Gardens	\$126.30
		Stearns Property Service	\$947.25
2000			
Stearns Property Service	\$980.00	2011	
		AT & T	\$526.95
2001		Attention To Every Detail	\$40.93
Stearns Property Service	\$765.00	Calm Waters Spa & Salon	\$422.31
		Creative Awards	\$266.35
2002		Dragon Fire Martial Arts Inc	\$31.81
Stearns Property Service	\$785.00	G M Pollack	\$526.20
		Healthsource Of Scarborough	\$620.54
2003		Innes Photo Services	\$525.77
Stearns Property Service	\$827.42	Maietta Construction Inc	\$1,369.99
		Maietta Foundation	\$214.23
2004		Maine Auto Detailing	\$136.05
Stearns Property Service	\$1,300.50	Maine Earthmoving Inc	\$2,116.86
		Maine Floral Creations	\$43.54
2005		Ncs Logistics	\$40.93
Stearns Property Service	\$847.50	Pine Point Pediatric & Adolescent	\$285.90
		Portland Air Conditioning	\$658.55
2006		Scarborough Gardens	\$130.30
Maine Earthmoving Inc	\$2,531.68	Stearns Property Service	\$983.00
Stearns Property Service	\$861.00	Steve's Lawn Care	\$42.23
		Stir Crazy	\$392.74
2007		Tile Solutions	\$70.90
Maietta Construction Inc	\$6,068.74	Treely Unique Landscape	\$331.50
Maine Earthmoving Inc	\$1,676.71		
Stearns Property Service	\$885.00	2012	
		Comfort Inn Suites	\$2,559.11
2008		Creative Awards	\$282.11
Maietta Construction Inc	\$5,694.71	Dr. Stereo	\$43.37
Maine Earthmoving Inc	\$10,051.70	Innes Photo Services	\$345.48
Stearns Property Service	\$911.25	Iworx Inc/Preval Direct	\$2,400.00
		Kitchen & Cork	\$558.11
2009		Lilley's Limousine	\$41.99
Creative Awards	\$125.01	Maietta Enterprises Inc	\$1,450.97
G M Pollack	\$1,250.05	Mail America Inc	\$282.11
Maietta Construction Inc	\$4,348.49	Maine Coast Properties	\$678.17
Maine Earthmoving Inc	\$9,390.80	Maine Earthmoving Inc	2,241.71
Scarborough Gardens	\$121.50	Maine Real Estate Network	\$13.11
Stearns Property Service	\$911.25	Muzak Llc	\$43.37
		Rovner, Ronald Md	\$534.21
2010		Scarborough Gardens	\$144.11
All Points Realtors	\$126.30	Sea Smoke BBQ	\$351.11
AT & T	\$505.20	Sram Corp	\$440.81
Creative Awards	\$252.60	The Specific Chiropractic Center	\$696.11
		Waterhouse Tree Service	\$282.11
		Without A Trace	\$351.11



Photography by Sean Bushway

UNCOLLECTED PERSONAL TAXES AS OF JUNE 30, 2014

2013

American Medical Response	\$17.36
Brown Fox Printing	\$412.65
Castle Distributors	\$353.58
Chicago Dogs	\$263.48
Cobble Hill Trailer Sales	\$331.42
Colpritt Daniel	\$61.13
Comfort Inn Suites	\$3012.18
Computerworks	\$87.72
Contech Stormwater Solutions	\$11.82
Creative Awards	\$331.42
Custom Hawg Parts	\$154.18
Dick's Auto Body Paint	\$24.94
Farren Insurance Services	\$30.11
Forest And Sons Fence Co.	\$818.83
Fridgen Chiropractic Ctr	\$99.53
Goff, Nathan DMD	\$439.71
Ingallside Inc	\$47.84
Innes Photo Services	\$783.38
KDA	\$87.72
Kitchen & Cork	\$656.36
Lanco Vending Co.	\$55.22
Lilley's Limousine	\$49.31
Little Paws LLC	\$168.95
Lots For Tots	\$7.88
Luxury Nails & Spa	\$198.49
Maietta Enterprises Inc	\$1,707.98
Mail America Inc	\$331.42
Maine Coast Properties	\$798.15
Maine Earthmoving Inc	1,733.09

Marty Layne Audiology	\$213.66
Meat House -Lopez, Chaff & Weisman	\$2,313.55
Muzak Llc	\$98.05
Nextel Comm O the Mid-Atl Inc	\$121.69
Plum, Choice	\$2,080.19
Rovner, Ronald Md	\$112.82
RRE Foxcroft Holdings LLC	\$1,387.48
Scarborough Gardens	\$168.95
Shogun Steak House	\$331.42
Southern Maine Landscaping	\$11.87
Sprint Spectrum LP	\$1,453.94
Sram Corp	\$519.00
Stantec	\$3,086.02
Tim Hortons #9365	\$1,146.72
TLAC Motors	\$75.90
Treely Uni Landscape	\$412.66
Viking Restoration	\$87.72
Waterhouse Tree Service	\$656.36
Watermatic Irrigation Co.	\$259.05
Xtreme Audio	\$46.36

Any account marked with "***" was paid after June 30, 2014
Account with one "*" designate payment plan

**UNCOLLECTED REAL ESTATE TAX BALANCES
AS OF JUNE 30, 2014**

2005	1,715.95
2006	3,869.37
2007	3,859.42
2008	3,976.07
2009	4,308.97
2010	12,658.03
2011	16,958.18
2012	201,975.52
2013	469,584.69

Grand total of unpaid real estate taxes.....\$718,906.20

**PERSONAL PROPERTY TAX BALANCES
AS OF JUNE 30, 2014**

1997 - 2005.....	7,743.42
2006.....	3,392.68
2007	8,630.45
2008.....	16,657.66
2009.....	16,147.10
2010.....	10,609.08
2011.....	9,778.08
2012.....	13,726.48
2013.....	27,659.36

Grand Total Unpaid Personal Property \$114,344.31



Photography by Sean Bushway

Report from the

PLANNING DEPARTMENT

To the Town Manager, Town Council, and Citizens of Scarborough:



Daniel B. Bacon
Town Planner

It is with great pleasure that I submit the annual report for the 2014 fiscal year on behalf of the Planning and Code Enforcement Department. Our department performs the planning, engineering and code enforcement functions for Scarborough. Scarborough remains a very dynamic community in southern Maine with a variety of planning and development-related opportunities, initiatives and challenges, all of which keep our staff engaged and occupied. With all of the

roles, responsibilities and initiatives we work on, our department strives to perform our duties in a congenial, professional, and proactive way.

Building Inspection & Code Enforcement

Over the course of fiscal year 2014 the volume and pace of construction activity continued its upward trend as the local residential real estate market strengthened and interest in commercial and non-residential development expanded. To assist with this growing workload and to provide much

greater efficiencies and coordination between our department and the Fire Department, we created a new, and unique, shared position of Commercial Code Enforcement Officer and Fire Inspector and found the perfect individual to fill this role.

The idea behind the new position came from the Town's Economic Development Vision, which was a grassroots effort facilitated by the Scarborough Chamber of Commerce and SEDCO, during which the value of one staff person conducting commercial building inspections as well as fire inspection duties came to light. Further, this shared position can and has improved efficiency and coordination with commercial plan reviews, permitting, and inspections, as well as streamlining review and coordination with customers.

With the creation of this position, we were fortunate to find and hire James Butler, formerly a CEO in Old Orchard Beach, to serve in this capacity. James has both a building inspection and fire department background, and has been a great addition to both the departments and is already paying big dividends for Scarborough and our applicants.

In terms of notable new construction, a variety of new and on-going residential projects were inspected and received construction oversight, including Eastern Village, Dunstan Crossing, Settlers Green off of Highland Avenue, and Homer Sands off Old Blue Point Rd. On the commercial and non-residential front, some of the larger projects our inspectors worked on in 2014 were the new Biddeford Savings Bank and Starbucks development; a reconstruction of the McDonalds restaurant on Route one; the new Assisted Living facility on Black Point Rd; and a new Town and Country Credit Union headquarters off Route One.

PLANNING BOARD APPROVALS

July 2013

First Look Plaza.....Driveway Addition

August 2013

Woodfields Estates Phase II Subdivision.....Lot Line Amendment

October 2013

Fieldings Oil Fuel Storage & Distribution Yard
Innate Family Wellness LLC.....4,000 square feet

December 2013

Sol Food GroupEl Rayo Restaurant
21 Washington Ave LLC.....5,184 square feet addition
Town & Country Credit Union Phase I 20,809, sq. ft. office building

February 2014

Good Rebel Holdings LLC 12,000 sq. ft. Health Club

May 2014

Woods Edge Scarborough LLC.....11 lot, residential subdivision
Eastern Village Subdivision.....add 21 lots & modify phasing plan
Piper Shores.....Generator Pad & Equip Shed
3 Commercial LLC.....Site Modifications to 3 Commercial Rd.

June 2014

Settlers Green Estates II.....lot line modification
Rock Church of Greater Portland.....building addition
Good Rebel Holdings LLC.....site plan modifications
Scarborough Property Holdings LLC..... site plan modifications

Planning Board Approvals	FY 2011	FY 2012	FY 2013	FY 2014
Single Family Lots	6	36	36	32
Apartments/Condos		8	14	
Campsites				
Commercial Lots	3			4

Development Review

On the review and permitting side, our Planning Staff coordinated and reviewed development plans and staffed seventeen Planning Board meetings. The Planning Board and staff reviewed a range residential and non-residential development projects and issued final approvals for those listed in the table below. The review and approval of a new climbing facility on Haigis Parkway; a new 11-lot single-family subdivision off of Ash Swamp Rd; a new office building and credit union headquarters on Little Dolphin Drive off of Route One; and a new family wellness center at 433 Route One were a few of the most notable projects.

Long Range Planning

One of the key tasks of the Long Range Planning Committee (LRPC) is to facilitate the implementation and execution of the Town’s Comprehensive Plan. During fiscal year 2014 the committee continued this tireless effort, with a focus on the Nonesuch golf course and surrounding area off Gorham Rd west of the Maine Turnpike. Following the guidance of the Comprehensive Plan, the LRPC crafted new zoning ideas for the future growth of this area. More specifically, the committee worked with the residents and property owners in the area on a new zoning scheme that would allow a mix of residential and light commercial development for the area, so that if development occurs it could serve as a transition from the more rural area west of the highway to the commercialized area around Payne Rd. These zoning updates were presented to, and successfully adopted by, the Town Council in June of 2014.

In addition, the Long Range Planning Committee and staff also focused on efforts to continue to make the development review process in Scarborough more efficient and streamlined, while maintaining high standards for new development. To this end, the committee helped craft updates to our land use ordinances to enable the Town to become eligible for “municipal capacity” for the Maine Department of Environmental Protection’s (MDEP) Site Location of Development review process that applies to larger development projects. These ordinance amendments were passed in the spring of 2014 by both the Town and MDEP, which gives the local Planning Board the ability to locally review projects that otherwise would go to the MDEP for Site Location and provides for a more efficient and streamlined review process.

Transportation and Engineering Efforts

The Planning Department, in partnership with Public Works, continued to focus on transportation planning and improvements during 2014. These efforts involved working closely with the Town’s Transportation Committee, particularly on sidewalk and other bicycle and pedestrian improvements in and around the Oak Hill area and the

Eastern Trail. More specifically, the Town and Transportation Committee oversaw the installation of a new sidewalk along Black Point Rd between the Eastern Trail and Oak Hill along with a new signalized Eastern Trail crossing at Black Point Rd. This sidewalk linkage ties the School and Municipal Campus, Oak Hill Plaza, and the general Oak Hill/Route One area to the the Eastern Trail as well as the homes and residential neighborhoods along Black Point Rd, Eastern Rd and beyond. Similarly, to improve the safety of trail users at the southern end of the corridor, the same crosswalk signal system was added at the Eastern Trail crossing of Pine Point Rd.

In addition to these improvements, the committee has been studying additional measures to implement the Town’s 2011 Oak Hill Pedestrian Plan and make Oak Hill and the School campus increasingly safe and friendly to pedestrians, as well as for motorists and automobile traffic. These measures include a design for enhanced crosswalks and pedestrian islands at the Oak Hill intersection as well as new landscaped median islands and crosswalk improvements at Gorham Rd and Hannaford Drive that are likely to be implemented in fiscal year 2015.

On the regional front, Scarborough continues to work closely with many of our neighboring committees and the greater Portland region on a range of planning initiatives. Of greatest note are: partnering with the City of Saco on a interchange justification study that examines the potential and opportunities for an additional highway interchange on the Maine Turnpike between exit 36 and exit 42; continued work with the Saco Bay Sea Level Adaption Working Group; participating on the Long Creek Watershed Board of Directors; membership on the Planning, Technical and Executive Committees of PACTS (Portland Area Comprehensive Transportation System; membership on the Cumberland County Community Development Block Grant program; among others. All of these regional coalitions aid Scarborough in planning and coordinating regionally as well as help position us for State and Federal funding.

Lastly, I would like to thank and recognize all of our staff – Town Engineer James Wendel; Senior Planner Jay Chace; Zoning Administrator Brian Longstaff, Code Enforcement Officer and Fire Inspector James Butler; Code Enforcement Officers Tom Reinsborough and Jonathan Reed; and Administrative Assistants Carole Logan and Robin Dahms – for their hard work, dedication and professionalism.

Respectfully submitted,
Daniel B. Bacon
Town Planner

Report from the

CODE ENFORCEMENT OFFICE

To the Town Manager, Town Council, and Citizens of Scarborough:



Brian Longstaff
Chief Code Enforcement Officer

It is with great pleasure that I submit the annual report of the Code Enforcement Office for the fiscal year July 1, 2013 through June 30, 2014. The information below shows the activity during this past fiscal year.

Respectfully submitted,
Brian Longstaff,

*Inspectors:
Brian Longstaff, Jon Reed, Tom Reinsborough,, and James Butler*

Report from the

ZONING BOARD OF APPEALS

To the Town Manager, Town Council, and Citizens of Scarborough:

During the fiscal year 2012-2013, the Scarborough Zoning Board of Appeals acted upon 27 appeals.

Of those 27 appeals, the Zoning Board granted 3 Miscellaneous Appeals, 7 Variance Appeals, 5 Special Exception Appeals, 7 Practical Difficulty Appeals and 3 Limited Reduction of Yard Size Appeals. Two appeals were denied.

Respectfully submitted,

Mark Maroon, Chairman
Zoning Board of Appeals

The Zoning Board has more information including their minutes and agendas on their Webpage, for more information please visit:

www.scarborough.me.us then navigate to the Planning Department's Web pages for more information regarding the Zoning and Planning Boards.

BUILDING PERMITS:

	<u>FY2014</u>	<u>FY2013</u>	<u>FY2012</u>
Number of Permits Issued	609	621	555
Certificates of Occupancy Issued	217	174	171

TYPES OF BUILDING PERMITS IN 2013-2014:

	<u>NUMBER</u>	<u>APPROX. COST</u>
Single-Family Dwellings	76	\$20,341,702
Apts. / Accessory Units	5	\$136,300
Mobile Homes	10	\$757,906
Residential Additions or Alterations	200	\$14,436,338
Other Additions and Renovations	71	\$10,276,256

TYPES OF BUILDING PERMITS IN FY2014:

	<u>NUMBER</u>	<u>APPROX. COST</u>
Residential Garages	17	\$552,499
Retail Buildings	3	\$2,700,000
Hotel	0	\$0
Professional Buildings	3	\$3,371,505
Industrial Buildings	2	\$9,763,835
Miscellaneous*	222	\$2,367,906
TOTAL	609	\$64,704,247

*Miscellaneous includes: Foundations, pools, signs, temporary office trailers, greenhouses, antennas, barns, pole buildings, sheds, transformer enclosures, concrete pads, storage containers, and workshops.



Photography by Sean Bushway

A Report of the

SCARBOROUGH ECONOMIC DEVELOPMENT CORPORATION



Karen Martin
Executive Director

SED CO (Scarborough Economic Development Corporation) was incorporated in 1985 by the Scarborough Town Council as a non-profit development corporation to manage its economic development program.

FY 2014 in Review

In FY 2014 Scarborough continued to compete successfully in the regional marketplace for quality development. As the Great Recession recedes, Scarborough is a hub of activity for both expanding businesses and new construction.

New Construction

Biddeford Savings opened the doors to their new branch on Route One. Starbucks opened their first location in Scarborough along side Biddeford Savings. A memory care facility is under construction on Black Point Road. Town and County Federal Credit Union operations center is under construction in Oak Hill. The Salt Pump Climbing Gym on Haigis Parkway and the Oasis Wellness Center on Route One were approved. Over 100,000 square feet of retail was approved in Gallery Place, with the majority of the space being pre-leased by major retailers such as Home Goods and Marshall's. And, the former Cumberland Farms in Oak Hill was transformed into the Portland-based El Rayo Taqueria.

Staffing



Magdalena Slawiec

SED CO is pleased to introduce a new staff member, Magdalena Slawiec. Magdalena became the new Economic Development Coordinator in November 2013, assisting Executive Director, Karen Martin in SED CO's mission to promote a healthy local economy for the residents of Scarborough.

SED CO Board of Directors

SED CO added two new board members this year. We welcomed Dr. Gayle Brazeau, Dean of the School of Pharmacy at the University of New England, and Jonathan

Crasnick, a financial analyst with UNUM.

These new recruits were welcomed to the board by current directors Kevin Freeman (Chair), Stuart Axelrod, Bill Austin (Treasurer), Andrea Killiard (Vice President), Stan Gawron, Rick Shinay (Secretary) and Maureen Van Uden.

The board also benefits from the active participation by our Town Council Liaisons and the Town Manager. Council member William Donovan, Council Member Ed Blaise and Town Manager Tom Hall all attend SED CO board meetings and are routinely recruited for ribbon cutting duties for new businesses. The SED CO board and staff want to thank them for their time and guidance.

Annual Meeting

One of the many tasks the SED CO Board takes on each year is the Annual Meeting, which is a celebration of the Scarborough business community. The 2014 Annual meeting featured, Mark Bessire, Director of the Portland Museum of Art, speaking to a sold out crowd at The Black Point Inn.

The Board also recognized outstanding businesses and organizations for 2014:

- * **Project of the Year:**
El Rayo Taqueria
- * **Outstanding Legacy Business:**
Heidi's House Child Care Center
- * **Outstanding Business:** Broadturn Farm
- * **Outstanding Contribution by an Individual:**
Rocco Risbara, Jr.

The SED CO Board thanks all Scarborough businesses for their many contributions to the community.

Report continued from SEDCO

Vision Committee

The Vision Committee, a joint project of SEDCO and the Scarborough Community Chamber of Commerce, explored new territory this year. They hosted the first ever “All Boards and Committees Summit” with the idea of that we are a stronger community when we all work together and share resources and ideas.

Over 30 different volunteer committees and boards were invited to attend the Summit on May 8, 2014 at the Middle School Cafeteria. Nearly all committees sent representatives to the event.

The objectives included:

- * Recognizing the power of community engagement
- * Facilitating informal and formal coordination between groups
- * Identifying common goals and
- * Identifying ways to support each other’s work and events.

The summit served as an open forum for the volunteers to talk about their needs. A few of the issues discussed included volunteer recruitment, the Town’s website as a committee tool and communication between the groups.

The Vision Committee deemed the Summit a major success. They plan on following up on this event in FY 2015 with more opportunities for groups to have meaningful collaboration.

This work supports the Vision Committee’s concept that every committee in the Town contributes to economic development.

Members of the Vision Committee include Laurie Warchol, Chair, Roger Beeley, Kevin Freeman, Nancy Crowell, Jim Elkins and Jim Damicis.

Services

SEDCO plays many roles in cultivating business in Scarborough. We work with existing businesses, entrepreneurs and relocating businesses. Our services include:

- Developing and handling business leads – from existing to new to relocating businesses
- Facilitating business loans with our regional partner, Greater Portland Council of Governments
- Counseling one-on-one with small businesses
- Marketing to our growth industries – through trade shows and targeted industry contacts
- Marketing through advertising, writing articles, social media and general outreach
- Cultivating local and regional relationships with

- Scarborough Community Chamber, Buy Local and the Greater Portland Economic Development Corporation
- Celebrating openings, milestones and business achievements
- Maintaining our online business directory
- Collaborating with town staff on projects that make Scarborough a great place to do business.



Andrea Killiard, SEDCO Board Vice President, and Judy Knapp, Government Relations for Delhaize America, introduce the Outstanding Project of the Year award at the Annual Meeting

By the Numbers

One of SEDCO’s jobs is to keep track of the numbers. 2013 population estimates from the Census Bureau’s American Communities Survey (ACS) confirm that Scarborough continues to be an attractive community in which to live.

Between 2010 and 2013, Scarborough gained 439 new residents. Scarborough is now the 9th largest community in the State, moving up from 10th place in 2010.

Here are the latest stats for Scarborough.

- 2013 Population:** 19,343
- 2012 Median Age:** 45
- 2012 Median Household Income:** \$77,463
- 2012 Mean Household Income:** \$101,219
- Total Jobs 2013:** 15,317 (includes self-employed)
- % of Jobs in Health Care:** 18.6%
- 2012 Unemployment Rate:** 4.7%
- 2012 Labor Force:** 10,966

Sources of Info: ACS 2008-2012 Survey, Maine Department of Labor Covered Employment, EMSI Total Employment.

*Respectfully Submitted,
Karen Martin,
Executive Director*

Report from the

POLICE DEPARTMENT

To the Town Manager, Town Council, and Citizens of Scarborough:

It is with great pleasure that I submit the Annual Report of the Scarborough Police Department for the Fiscal Year 2013-2014.



*Robert A. Moulton
Police Chief*

In Review

This fiscal year began with a gesture from our Police Officers which warmed my heart. Like everyone else, the men and women of the Scarborough Police Department were deeply saddened by the events surrounding the Boston Marathon tragedy. In times of need, officers strive to find ways to reach out and support both their fellow officers and the civilian victims of these senseless acts. I am extremely proud of our officers who found a way to show their support and honor

these victims in a meaningful way.

For many years now, the organizers of the Beach to Beacon road race have hired Scarborough Police Officers to assist the Officers of the Cape Elizabeth Police Department with race day security for the event and receive pay. Generally, seven officers are hired to assist with this event. This year, I am very proud to say that twenty five of our full time officers (some couldn't due to their regular schedules) came forward and asked to volunteer their time to work at the event.

The race organizers were still billed for seven officers as usual but that money was donated to one of the funds that was in place to support the victims of the Boston bombing. Not only did this help the victims, but I also know that a stronger police presence was a comfort to the spectators and participants of this major event.

While working the event, I received a number of very positive comments from the folks that I ran into there and I heard from many of the officers who also received some kind words.

One of the folks that sought me out at the event was the chairman of the town council in Cape Elizabeth. He and his wife made a point of finding me and letting me know that we have an extraordinary group of officers and employees and that he and the entire Cape Elizabeth council and community were grateful for our support. It makes me feel very proud and fortunate to have the opportunity to work with these silent heroes every day.

A couple of years ago, I explained the situation with Ford Motor Company's decision to stop production of the Crown Victoria Police cruiser, which had become the standard for full size police cars. As a result, we decided to try the new Ford Interceptor, the new Chevrolet Caprice, and the Dodge Charger which had been in production for the past few years. Using all three brands, we looked at initial purchase price, normal maintenance costs, fuel mileage, drivability, and comfort. We also kept our eye on a number of other departments that were utilizing Ford's police SUV. The Dodge Charger faired well and the Ford Interceptor Sedan, with all wheel drive, did very well in adverse conditions. Unfortunately, the Ford sedan did not provide good cabin space for all of the necessary equipment and gear. The Ford SUV, which is built on the same chassis as the sedan, and has the same drivetrain, has much better cabin space. Many departments around us had tried those and found them to be very good in all conditions.

As a result, in FY13/14, we chose to purchase two Dodge Chargers and two Ford SUVs. While deciding to go back to our original black and silver colors for the patrol vehicles, we also did a cost benefit analysis with regards to the graphics on them. In the end, we found that it would be more cost effective to order the vehicles in a single color and then add a "wrap" to incorporate the silver color with the graphics applied to the wrap. We also anticipated a better resale value with a single color vehicle which can have the wrap and lettering easily removed.



This fiscal year also saw our communications center outfitted with the latest Next Generation (NG911) 911 equipment. This equipment and software was provided by the State of Maine to each of the existing 26 public safety answering points (PSAP) in the state. The equipment provides a number of advantages over the old system and has the built in flexibility to interact with more advanced features as technology allows.

This is going to be particularly important since we were approached, during this period, by the Town of Old Orchard Beach who wanted to explore the possibility of having our communications center provide PSAP and dispatching services to their community.

Report continued from the Police Department

They are currently receiving those services from the Town of Sanford but were interested in changing to a closer location.

In order to meet the additional work load, our center will be hiring three additional dispatchers, with all of the costs being born by the Town of Old Orchard Beach. Additional revenues will support one of Scarborough's existing dispatchers plus the cost of supervision and overhead.

After many meetings and much exploration, the town councils of both communities entered in to a contract and at this writing staffs in both communities are working hard to meet a February 1, 2015 start date.

On a sad note, this time period marked significant anniversaries in two "yet to be solved" cases.

November 14, 2013 marked the twenty (20) year anniversary of the discovery of Susan Hannah's remains in Limington. For over twenty years, her killer has roamed free among us. We continue to encourage people with information to come forward and provide the missing details that we need to finally close this case and bring closure to Susan's loved ones. Twenty years is too long to carry this secret. You are not forgotten Susan.

Similarly, February, 10, 2014 marked the fifteen (15) year anniversary of the day fifteen (15) year old Ashley Ouellette's lifeless body was discovered on Pine Point Road.

Ashley had been at a party the previous night and ended up at the Saco residence of friends, Steve and Dan Sanborn. The Sanborn's mother had made up the couch for Ashley to sleep on and that is the last time anyone admits to seeing Ashley alive.

Very early the next morning, a motorist came across Ashley's body laid in the middle of the roadway; and so began the many years of heartache, disappointment, and unanswered questions for Ashley's family, friends, and case investigators. You are not forgotten Ashley.

If today is the day you decide to stop hiding information, or protecting someone who does not deserve it, you can contact Detective Don Blatchford at 207-730-4312.

The Police Department continues to make valuable use of social media and over the course of this reporting period our Facebook page has been responsible for solving a number of crimes as well as locating suspects and keeping citizens up to date on scams, crime trends, road closures, and weather related incidents and warnings.

In an unusual case, our Facebook page was actually able to save a life and get a person the help that they desperately needed. On November 6, 2013, Scarborough PD was contacted via Facebook message by a man in the United Kingdom. He told us about a person in Scarborough who had threatened suicide in an internet forum. Not being familiar with the U.S. police system, or how to call, he reached out to us on Facebook. Using social media, an

internet chat room, and live video streaming we were able to locate the person who had threatened to harm themselves within minutes and got them the help they needed. Special thanks to our social media friend in the U.K.!

Although this case had a positive outcome, we do caution people that our site is not monitored 24/7. In an emergency, people should always call 911.

Personnel

On the personnel side, the Scarborough Police Department underwent some reconfiguration of two key positions.

Through the efforts of the Human Resource Department, all non-contractual positions in town underwent an in-depth review. Job descriptions, responsibilities, and pay scales were reviewed and compared with like positions both within the Town of Scarborough and within other communities in our area. As a result, our two Police Captains, were retitled to Deputy Police Chief, which is more consistent with their roles and responsibilities.

Our command structure allows one Deputy Chief to focus on the patrol and dispatch divisions, while the other oversees the detective and support services areas. Since both Deputy Chiefs had served a number of years in one area, I decided to swap the assignments and give them each an opportunity to experience the opposite areas and to bring new perspectives and fresh ideas with them.

Deputy Chief Marla St. Pierre, who had been in charge of the detective and support services divisions for over fourteen years, took over the patrol and dispatch divisions.

With over eleven years of experience overseeing the patrol and dispatch divisions, Deputy Chief David Grover took over responsibilities as the head of the detective and support services divisions.

have been very pleased with the results as they both have brought their own ideas and strengths to their new responsibilities. I have had the pleasure of working with both of these individuals for many years and continue to be impressed by their dedication, professionalism, and willingness to do whatever it takes to get the job done. I am very proud of both of them and I feel that the Town of Scarborough is a better place to live as a result of their management.

In other changes during the year, Officer Cody Louder resigned in order to fulfill his lifelong dream of becoming a Warden with the Maine Division of Inland Fish and Wildlife. We wish Warden Louder the best.

We also lost Dispatcher Kevin Collins as he resigned to accept a full time job as a Police Officer for the Town of Buxton. Kevin had been an employee for the Town of Scarborough for many years in different capacities before realizing his goal of becoming a full time police officer. We wish Officer Collins the best.

During the budget year, we were fortunate to receive funding for an additional dispatcher. After a lengthy process, we were fortunate to hire Jay McAdams who came

Report continued from the Police Department

all the way from a regional dispatch center in New Mexico. Jay has been a great addition to our communications center and we are pleased to have him as part of our public safety family.

A few months later, we were fortunate enough to hire Greg Tinsman to replace the vacancy created by Dispatcher Collin's resignation. Greg was a dispatcher in neighboring Cape Elizabeth for many years before their communications center closed. More recently, Greg worked at the Sanford Regional Communications Center where he dispatched for a number of communities, including Old Orchard Beach. Greg does a great job and will be very helpful as we begin to take over the PSAP and dispatching responsibilities for the Town of Old Orchard Beach.

To fill the vacancy created by the resignation of Cody Lounder, we opened a hiring process. The process was very competitive with many qualified applicants. The new officer had to compete in the process through an initial screening of applications and resumes. Applicants had to successfully complete a physical agility test in order to be invited to an oral board interview. The top applicant still had to complete a psychological assessment, a thorough background examination, a polygraph test and physical examination that included a drug screening before being offered a job.

As a result of this extensive process, we were fortunate to hire Brian McNeice. Brian is new to this career having studied and worked previously as a chef. As a result of our process, I have no doubt that Officer McNeice will do well as he begins a new found career here in Scarborough.

I would like to offer congratulations to Officers Austin Clark and Travis Hon who both graduated from the Maine Criminal Justice Academy during this year.

In a change of assignment, Officer Don Laflin was assigned to the special enforcement unit with an attachment to the detective bureau. Don was assigned this position when Officer John Gill returned to patrol duties after serving in that capacity. I would offer congratulations to Officer Don Laflin and a job well done to Officer John Gill.

This year also saw a change in the way that we hire reserve police officers. Since the change in state law with respect to the qualifications to be certified as a reserve officer, it has been more and more difficult to hire these folks. The process for hiring a reserve officer has become as complex as a full time officer process. Finding individuals who are willing to go through such an extensive process for the limited amount of work that we can provide over the course of a summer has become difficult. After discussions with the Human Resource department, it was decided that an open hiring process for reserve officers might be beneficial. Rather than have a two week window for accepting applications, allowing people to apply at any time has given us more

flexibility and a better opportunity to find and attract good candidates.

Having good reserve officers is vitally important to our operations. With the influx of activities on our beaches during the summer months, we need to supplement our full time staff in order to meet the demands of our busy beach communities. We are very proud of our program as a number of our full time officers have started in that capacity and have gone on to be very successful in their full time law enforcement careers.

This year we were fortunate to hire two new reserve officers as well as seeing the return of a seasoned retiree.

Matthew Dahms - Matthew lives in Gorham where he grew up. He is currently one of the youngest reserves we have hired at the age of 20 years old. Because Matthew is currently in college for law enforcement and he has credit hours with the college, he is able to obtain a reserve position with the Town of Scarborough. Matthew is not new to law enforcement. Matthew's mother has been in law enforcement for many years and currently works at the District Attorneys' office. Matthew was also a member of the Cumberland County Sheriff's Department Explorer program and still visits with them for training purposes. In the fall, Matthew will return to Southern Maine Community College to work toward his degree.

Antonio Delvecchio - Tony comes to the Scarborough Police Department all the way from Southbury Connecticut. Tony is currently attending school at Southern Maine Community College for law enforcement. Tony has expressed some interest in becoming a Maine State Game Warden, but has enjoyed his summer at Scarborough beaches helping people in our community.

Joe Giacomantonio - Joe needs very little introduction. Joe had a lengthy career with Scarborough Police and after retiring in the spring of 2013, Joe has returned to our reserve officer program to help with this summer.

Awards

In recognition of the efforts of our public safety employees, the following individuals were recognized at our public safety awards night for the year 2013.

Officer of the Year: *Sergeant Timothy Barker*
Dispatcher of the Year: *Dispatcher Ashley Knight*
Leadership Award: *Evidence Technician Ron Nelsen*

July 1, 2013, through June 30, 2014

Report continued from the Police Department

Awards

In recognition of the efforts of our public safety employees, the following individuals were recognized at our public safety awards night for the year 2013.

Officer of the Year: Sergeant Timothy Barker
Dispatcher of the Year: Dispatcher Ashley Knight
Leadership Award: Evidence Technician Ron Nelsen

Unit Citation:

On 8-3-13, several officers volunteered their time to make the Beach to Beacon Road Race more secure. Proceeds for any Scarborough Officers working the race were donated to the Boston Marathon Bombing Fundraiser. Robert Moulton, Marla St.Pierre, Tim Barker, John O'Malley, Andrew Flynn, Josh Guay, Craig Hebert, Ben Landry, Rob Pellerin, Scott Vaughan, John Gill Ted Mahar, Steve Thibodeau, Eric Greenleaf, and Peter Nappi volunteered their time.

Commendations:

1. Officer Don Laflin and Officer Craig Hebert

The commendation was awarded for their participation in the department firearms program. They continually challenge themselves to provide a firearms program that is superior in all of its aspects. They ensure that all officers are proficient in their use of available weapons, and they are prepared to respond appropriately in stressful situations.

2. Officer Glenn Tucker and Dispatcher Kevin Collins

On November 14, 2013 Officer Tucker and Dispatcher Collins handled a call for an altercation where a male had shot a female in the head. Dispatcher Collins was calm and professional in handling the call and dispatching resources. Officer Tucker was the first to arrive on scene, and he took control of several individuals and secured the scene.

Chief's Award: Officer Scott Vaughan

Life Saving Award:

1. Officer Josh Guay

On 4-26-13, Officer Guay responded to a call at Walmart for a man who was not breathing and did not have a pulse. Officer Guay attached the leads of the defibrillator and administered a shock. The male began to breathe on his own, and rescue personnel started treatment.

2. Sergeant Tim Barker and Officer Tim Dalton

On 1/15/2013, Sergeant Tim Barker and Officer Tim Dalton used their cruiser's AED to save the life of an individual.

Five Years of Service
Dispatcher Kyle Jandreau
Dispatcher Mike Mains
Officer Andrew Flynn
Officer Melissa DiClemente

10 Years of Service
Officer John Gill

George Nickerson Award for 25 Years of Service
Deputy Chief David Grover
Sergeant Eugene O'Neill
Sergeant Thomas Chard
Sergeant Mary Pearson
SRO Frank Plourd

Congratulations to all of this year's award winners !!

In closing, I would like to thank Town Manager Tom Hall and the town council for the support that they have given us, both as a department and also as a community. I also need to give special thanks to Fire Chief Mike Thurlow, Public Works Director Mike Shaw, Community Services Director Bruce Gullifer, and all of the other department heads with whom we work everyday.

Finally, I would like to take this opportunity to thank all of the department's full and part time employees, volunteers, and supporters for all of the time, hard work and dedication that you invest in our community to ensure that it remains a wonderful place to live and work.

Respectfully submitted,

Robert Moulton
Chief of Police



Report from the

HARBORMASTER - MARINE RESOURCE OFFICER

To the Town Manager, Town Council, and Citizens of
Scarborough:



*Dave Corbeau
Harbormaster -
Marine Resource Officer*

I respectfully submit this annual report as the Harbor Master and Marine Resource Officer for the Town of Scarborough for the year ending June 30, 2014

This past year has been an extremely challenging year for the Pine Point area regarding the river dredging. Thanks to Thomas Hall, Town Manager, the town received funding to dredge the channel. By dredging the channel and anchorage area it will provide safe passage and added

moorings. Unfortunately due to several issues the project was not completed and will have to be done over the next season. The Army Corp of Engineers placed the project out to bid with an expected start date sometime in November 2014. Depending upon the weather this winter the project is expected to be completed by April 2015.

An item of concern has been the parking a lot at the Pine Point Coop near the Harbor Master's office. The majority of visitors and some local patrons utilize the parking area to park at no charge while using the beaches for recreation. However, the area is primarily designated to park boat trailers and trucks, parking for fishermen and the restaurant parking. We have installed new signs to educate the public. The parking issues are something that will be necessary to monitor over the next couple of years. The goal is to provide a user friendly parking area.

The Scarborough clamming has been fairly good this year with a large set of juvenile clams that have made Scarborough their new home. Over the next three years the juvenile seed should enhance the harvest of the local diggers provided the seed are able to live through the winter. The Scarborough Shellfish Committee has been reviewing ways to protect the juvenile seed for future years. The Scarborough Shellfish Committee suggested closing several areas where the juvenile seed are in order to protect them over the winter.

Marine assistance calls have increased this year due in part to some surrounding communities' no longer having boats for marine assistance.

Respectfully submitted,

Dave Corbeau

Harbormaster - Marine Resource Officer



Photography by Sean Bushway

Report from the

SHELLFISH CONSERVATION COMMITTEE

To the Town Manager, Town Council, and Citizens of Scarborough:

It is with great pleasure I submit the annual report for the year ending June 30, 2014. It has been another great year for harvesting soft shell clams. With few rain closures and no red tide it was a wonderful summer for both recreational and commercial harvesters. The shellfish committee has continued to work with DMR in doing so we have been able to open the upper Clay-pit's area in the Non-such River to calm harvesting. The reopening has been a long time coming but is at last done. We have also been working on getting the Spur-wink River open for all year round harvesting.

We are also very happy to say that the green crab population has been greatly reduced. With all the hard conservation efforts that have been applied by clam license holders through trapping and night crab collections we have managed to reduce the crab numbers. Hopefully these efforts will see an increase in the clam seed in our rivers.

I would also like to give a big Thanks to Andy Blanchard. Andy has been working on developing a clam seed nursery. He has picked this project in an efforts to earn his Eagle Scouts Badge. Becoming an Eagle Scout is the top rank one can earn in the Boy Scouts. Andy is currently growing around 8,500 seed that will be planted on the clam flat's next spring. Andy has put 110 % percent into this project. I hope through Andy's efforts to see great success.

Respectfully submitted,

Robert G. Willette
Shellfish Committee, Chairman



Shellfish Harvesters

ANIMALS ON THE BEACH

The owner or responsible party must remove and dispose of any feces left by the animal in the appropriate litter receptacle. Please protect our beaches & clam flats by observing the Scarborough Animal Control Ordinance. 604. The full text of Scarborough's Animal Control Ordinance is available on the Town's website at www.scarborough.me.us or by calling the Town Clerk's Office at 207.730.4020.

Report from the

ANIMAL CONTROL OFFICER

To the Town Manager, Town Council, and Citizens of Scarborough:

Bruce Haskell Photography



Chris Creps

It is with great pleasure that I submit the annual report for the citizens of Scarborough.

As of May 7, 2014 Ordinance 604 Animal Control was updated for beach areas in Scarborough, and new definitions added to the Animal Control Ordinance.

A copy of the updated animal control ordinance can be obtained at the Town Clerk's office, and is recommended for any dog owner in the Town of Scarborough. All ordinances may also be found

on the Town website (www.scarboroughmaine.org).

The following are some of the changes that have been made to the ordinance:

Under 604-2 definitions: Number 9.A (12) foot leash length requirement for dogs on all Town beaches in Scarborough from April 1st to Labor Day.

Number 11 under definitions Restricted Areas. Each beach in Town has there own specific areas that fall under some restrictions for dogs during the spring and summer months. (April 1st to Labor Day)

Number 12 under definitions: Responsible dog owner
Number 14 under definitions: Voice and sight control

604-10 Public Beaches and Shores (amended 05/19/2004; (Amended May 05/07/2014)

The following restrictions apply to dogs on beaches:

- (a) From April 1 to Labor Day dogs shall be restricted in the restricted areas of each beach as set forth in Section 604.2(11)
- (b) From May 15 to Labor Day (i) no dogs on any beach from 9:00 a.m. to 5:00 p.m.; and (ii) dogs on leash from 5:00 p.m. to dusk.
- (c) From the day after Labor Day to May 14 dogs on leash from 1:00 p.m. to 3:00 p.m.
- (d) If directed by the Animal Control Officer or a law enforcement officer a responsible party may be required to leash their dog.

- (e) No dogs on any beach from 30 minutes after sunset (dusk) to 30 minutes before sunrise (dawn).
- (f) Whenever a portion of a beach has been roped off, fenced off or otherwise demarcated or posted as a protected area in order to protect the nesting site of a piping plover or of any other endangered species protected under federal law, no dog shall approach within 200 feet of such protected area.
- (g) Dogs shall be on leash while entering or exiting vehicles and the beach.
- (h) At all times not otherwise addressed above, dogs shall be under voice and sight control.

This was a successful year for the nesting birds on Scarborough beaches. The success was due to the efforts of volunteers that patrolled and informed dog owners of the new Town ordinance. There were fines issued to some dog owners for violating the ordinance and many warnings issued.

Respectively submitted,
Chris Creps, Animal Control Officer

- *Animal Refuge League*
207-854-9771
- *Maine Health & Environmental Testing*
State Lab - 207-287-1706
- *Center for Disease Control*
1-800-821-5821
- *Maine Warden Service Headquarters*
207-657-2345

Notes of Interest:

Dog License 2013-2014	-	2600
Confirmed Rabid Animals	-	2
(1 gray fox and 1 skunk)		
Calls to Service	-	1685



Report from the

FIRE DEPARTMENT / RESCUE UNIT / EMA



*B. Michael Thurlow
Fire Chief*

To the Manager, Town Council, and Citizens of Scarborough:

It is with great pleasure that I submit the annual report of the Scarborough Fire Department, Scarborough Rescue Unit, and the Scarborough Emergency Management Agency for the fiscal year ending June 30, 2014. As is customary I have included a summary of the past year's activities and emergency calls for service for those that enjoy comparing the data from year to year in

this report.

Grant Projects

During the past fiscal year the fire department continued its proactive work identifying potential grant opportunities to augment the funding we receive through local property tax revenues. We were pleased to be awarded a regional assistance to firefighters grant through FEMA for \$225,090.00. This grant is a partnership with the eight departments surrounding Portland that make up the Metro Fire Chief's Coalition. This group meets on a monthly basis to work on various projects and initiatives to increase efficiency and provide cost efficient solutions to common problems. This particular grant funds 90% of the cost to train 24 of our current paramedics to the Community Paramedic certification level. As the new Affordable Care Act is implemented we anticipate huge changes in how healthcare, including emergency medical services, is delivered and paid for. Our goal is to train these current patient care providers to the next level so that we will be prepared to meet the evolving healthcare needs of an aging population under this sweeping new federal legislation.

We were also pleased to receive a nearly \$40,000.00, 100% federally funded, Homeland Security Grant to make technology improvements to our Command Van including the installation of an updated satellite system. This van was purchased in 2006 with a combination of federal, county, and local funds and this grant provided the resources to upgrade several items to keep it technologically current.

New Full-Time Staff

As the department continues to see steady increases in emergency calls for service volumes and a reduction in the

number of call members available to meet those increasing demands we find ourselves needing to hire additional full-time staff. During this fiscal year the Town Council authorized four additional staff members who started in January of 2014. I'm pleased to welcome Ben Wildes, Brian Ackley, Andrew Breitbeil, and Adam Foster to the department. All of them have proven to be solid patient care providers and excellent employees dedicated to serving our resident's emergency medical and fire suppression needs.

I also had the opportunity to appoint a new fire officer this year when I promoted Michael DiClemente as Lieutenant at Engine 6 / Ladder 1. Mike is an eleven year veteran of our department and currently serves as a full-time firefighter/EMT assigned to Rescue 2 stationed at Dunstan.

Fire Explorer Program

The department is pleased to announce the formation of a new Fire Explorer program during the past fiscal year. Fire Exploring is a component of the Boy Scouts of America's Learning for Life program. It actually parallels a similar program that our Police Department has successfully implemented for a number of years now. It is intended as a feeder program to recruit and retain new call members. We accept high school students as young as 15 years old and offer them training and mentoring with the goal of sparking an interest in public service. When they are 18 they are eligible to apply for a call member position in the department. Lt. Glen Reed has done an admirable job getting this new program off the ground and we've actually had our first candidate, Tyler Olson, graduate and join the call company at Engine 6 / Ladder 1. We hope this new post, one of only a few in Maine, will help stem the tide of declining call membership and provide a cadre of young men and women interested in becoming firefighter/EMTs to serve the emergency response needs of our growing town.

Replacement of Ladder 2

In November of 2012 the voters overwhelmingly supported the purchase of a new ladder truck to replace the 25 year old apparatus then in service at Black Point station. Following the referendum vote we conducted a formal bid process and awarded the contract to Smeal Fire Apparatus. On May 23, 2014 our newest addition to the fleet was officially placed in service. The department would like to thank the voters for your support of this important piece of apparatus to help us keep the community safe.



Report from Fire / EMS / EMA

Awards and Recognition

Each winter the department holds a joint awards ceremony with the police department to recognize dedication and outstanding achievement by all our public safety employees. Below is a summary of the fire department awards bestowed for calendar year 2013. Of special note is the retirement of Benny Chase after 54 years of extremely active service as the primary driver/operator of Ladder 2. Ben continues to serve the town as a member of the Fire Police Unit. Capt. David Jackson was also recognized for his outstanding contributions to the department's Fire Prevention program as he stepped down from his 25 years of service as the department's Fire Inspector to accept an Assistant Fire Chief position at his full-time job in the Portland Fire Department.



Benny Chase recognized for 54 years of service *Capt. Jackson passing the Fire Inspector torch to Capt. Butler*

Emergency Management Activities

One of the components of our EMA program is our participation in the regional Presumpscot Valley Hazardous Materials Response Team. This is a multi-jurisdictional team comprised of members from the Scarborough, Gorham, Windham, Westbrook, Standish, and Gray fire departments. Haz Mat response is a specialty that requires extensive training and expensive equipment. None of the communities could afford to do this alone, so this is another example of how we routinely cooperate to meet a need through regional approaches and solutions. On 6/11/14 our team responded to mitigate a serious safety and environmental disaster when a 9,500 gallon fuel tanker rolled over at the rotary at the intersections of Rt. 114 & 112 in Gorham spilling nearly the entire contents of the tank.



- Gold Badge Award for 20 Years of Service**
Jason Greenleaf
Alan Vittorioso
Dale Weeks
- Vernon Paulsen Award for 25 Years of Service**
Phil McGouldrick
- Irwin Faunce Award for 30 Years of Service**
Chris Pallotta
Joe Pallotta
- Robert Carson Award for 35 Years of Service**
William Weeks
- Henry Goold Award for 45 Years of Service**
Ed Payson
- 54 Years of Service**
Ben Chase
- Public Safety Dispatcher of the Year**
Ashley Knight
- Firefighter of the Year**
William Weeks
- Student Firefighter of the Year**
Ryan Cunningham
- Fire Officer of the Year**
Lieutenant Mark Searway
- Paramedic of the Year**
Shawn Cordwell
- Fire Chief's Merit Award**
Captain David Jackson
Captain Nate Bennett & Brian Phipps
- Citizens Merit Award**
John Gillman
Richard Googins
- Unit Citations**
White Sands EMS Call
Pleasant Hill Road MVC

Annual Statistics

The department's annual statistics are listed on the next page for those that like to review our activities and compare them. from year to year.



Scarborough Fire Department

Annual Statistics

7/1/2013 - 6/30/2014



Responses by Incident Type

1,102 Rescue with Engine Assists	19 Fuel Leaks
710 Out of Town Mutual Aid (see note below)	18 Electrical Problems
637 Rescue Calls with no Engine Assists	15 Building / Structure Fires
356 Details / Alarm Service	13 Marine Calls
305 Master & Supervised Boxes	10 Motor Vehicle Fires
125 Motor Vehicle Accidents	10 Miscellaneous
75 Public Assist	10 Propane / Natural Gas Leaks
72 Odor Investigations	10 Chimney Fires
48 Cancelled Enroute	9 Building / Machinery Extrications
39 False Alarms	4 Storm Standby
33 Grass, Mulch, & Brush Fires	3 Hazardous Materials
27 Wires Arching / Down	2 Airport Alerts
22 Water Problems	- Other
20 Unpermitted Burns	3,694 Total

(Out of town fires includes responses for Tank 1 in the South Gorham response area. Gorham provided Tank 1 which is stationed at our No. Scarborough station staffed with personnel from both towns. It also includes 86 Mutual Aid Rescue Calls)

Response Totals

	2013/2014	Per Day	2012/2013	2003/2004	1993-1994
Total Fire Responses	2,652	7.27	2,789	2,251	687
Total Rescue Responses	2,451	6.72	2,608	2,407	1,033
Fire Incidents	1,744	47%	1,610		
EMS Incidents	1,950	53%	2,116		
Total Individual Calls for Service	3,694	10.12	3,726	2,934	1,720

note: out of the 3694 total calls for service, 2136 or 58% occurred from 0800 hrs - 1700 hrs and are covered almost exclusively by the per-diem day firefighter / EMT program

Individual Truck Responses

264 Engine 1 Black Point	227 Ladder One
18 Engine 2 (Spare)	165 Ladder Two
274 Engine 3 Pleasant Hill	341 Tank One
133 Engine 4 Pine Point	119 Tank Two
282 Engine 5 North Scarborough	157 Tank Four
372 Engine 6 Dunstan	19 Marine One
132 Unit 6 Dunstan	20 Marine Four
706 Engine 7 Oak Hill	99 Squad Seven
1,414 Rescue 1 Oak Hill	32 Command Post
998 Rescue 2 Dunstan	902 Car 7
89 Rescue 3 (Spare)	6 Canteen
334 Unit 7 Oak Hill	

Call Co. Station Responses

Eng 1 - Black Point	439
Eng 3 - Pleasant Hill	276
Eng 4 - Pine Point	278
Eng 5 - No Scar	589
Eng 6 - Dunstan	594
Eng 7 - Oak Hill	1,045

Fire Prevention / Inspection Division

Total	Inspection / Permit Type	Violations
89	Consultations / Plan Reviews	Total Violations
978	Annual Inspections	Issued
181	Monthly Inspections	788
880	Re-inspections	Total Violations
98	Miscellaneous Inspections	Corrected
990	Burning Permits	451
50	Construction Permits	
82	Certificate of Occupancy Permits	includes violations
30	Other Permits - fireworks, sprinkler, alarm	from previous years
3,378	Total	

Training Division

Administration	713 hrs.
Full Time Personnel	1,885 hrs.
Engine 1 Black Point	2,069 hrs.
Engine 2 (Per-Diem Personnel)	1,765 hrs.
Engine 3 Pleasant Hill	948 hrs.
Engine 4 Pine Point	1,262 hrs.
Engine 5 North Scarborough	714 hrs.
Engine 6 Dunstan	853 hrs.
Engine 7 Oak Hill	465 hrs.
Engine 8 (Rescue Call Company)	78 hrs.
Total Hours	10,752 hrs.

Town Recognized by GPCOG

In June the Greater Portland Council of Governments presented the Town of Scarborough a reCOGnition award to highlight the innovative position we created to share a code enforcement officer and certified fire inspector between the fire and planning departments. After 25 years of service as the part-time Fire Inspector Dave Jackson stepped down when he was promoted to Assistant Fire Chief in Portland where he works full-time. At the same time the planning department needed to replace a commercial code enforcement officer's position that had been vacant for several years during the most recent recession.

The solution was to find an individual who had the experience, certifications, and interpersonal skills to successfully do both jobs. In September of 2013 we hired James Butler for this shared full-time position. Jim had all the certifications we were looking for and by conducting the plans reviews and inspections for both departments he has reduced the time it takes to get a project approved, and has made both of our offices more efficient and responsive to the public and developers looking to invest in Scarborough. GPCOG saw this initiative as something that could be duplicated by other communities and honored us with this award at their annual meeting in June.

Remembering Stan Payson



As our department ages we unfortunately lose a few of our dedicated former members each year, but this year we lost a truly dedicated and extremely active member when Stan Payson passed away in February, 2014. Stan joined the fire department in 1959 shortly after building his own home on the Ross Road. He worked for 39 years at Snow's

Canning and faithfully served our department for nearly 55 years, well into his 80s. He was so well respected that the members of Engine 4 elected him company treasurer, a position he held for 50 consecutive years, a record that will likely never be broken. Stan also taught his sons the importance of volunteering and contributing to their community. Three of his sons served when they lived here in town, including his oldest son Ed who remains active and has served at Engine 4 for over 45 years himself. It is impossible to note each passing of a former member in this annual report, but Stan serves as an outstanding example of a citizen providing long-term public service to our great community.

Energy Efficiency Project

This past year the town undertook a couple of exciting energy efficiency projects. One of which was the installation of solar panels on our North Scarborough fire station at 16 Saco Street. That station's roof faces in the

right direction and was of sufficient size to accept an array of solar panels sufficient to produce all the electricity required for that station during the course of the year. The project was completed in partnership with ReVision Energy out of Portland. Through this relationship the town is able to leverage federal tax benefits for energy efficiency projects by paying ReVision a reduced rate for the power the system generates for the first six years. After that we can buy the equipment at a fraction of the original cost and all the electricity produced in the future will be at no cost to the town resulting in savings of over \$5,000.00 annually.



Energy efficient solar panel system at North Scarborough fire station

Wellness/Fitness Initiative

During the past fiscal year the department sent two of our firefighter/EMTs to a week-long class to obtain their ACE certified peer fitness trainer certification. We did this with grant funding and in cooperation with the South Portland Fire Department as the first step in implementing a new national wellness and fitness initiative sanctioned by the International Association of Fire Chiefs and the International Association of Firefighters. In November 2013 we ran our first Candidates Physical Abilities Test (CPAT) for new applicants. We had an excellent success rate compared to national averages and hope that this investment will help our department become healthier, more fit, and better prepared for the grueling physical demands of emergency first response.

In Closing

In closing I would like to take this opportunity to thank the Town Manager and Town Council for their support as well as Police Chief Robbie Moulton, Public Works Director Mike Shaw, Human Resource Director Jaclyn Mandrake, and all the department heads that I work with on a daily basis. I also want to thank the men and women of our department for all of their sacrifices, hard work, and dedication to serving the emergency response needs of our community. We have a wonderful team that delivers exceptional service to the citizens and visitors of Scarborough and it is a pleasure to work with each and every one of them to provide those services to you in your time of need.

*Respectfully Submitted,
B. Michael Thurlow
Fire Chief*



Report from the

PUBLIC WORKS

DEPARTMENT

To the Town Manager, Town Council, and Citizens of Scarborough:



Michael E. Shaw
Director of Public Works

It is with great pleasure that I report on the activities of the Public Works Department for the fiscal year July 1, 2013 to June 30, 2014

The year was a continuation of our goal to provide quality services while being mindful of the economic realities of the Town. Acquiring funding from the State was a challenge again this year. Instead of sharing ten percent (10%) of revenue from motor vehicle excise taxes with municipalities, the legislature decreased the amount to nine percent (9%). This drop in the Local Road Assistance Program (LRAP) funding added further stress to Public Works' budgets that are already very tight. The reduction in LRAP funding is likely to continue. Therefore, we will need to budget accordingly.

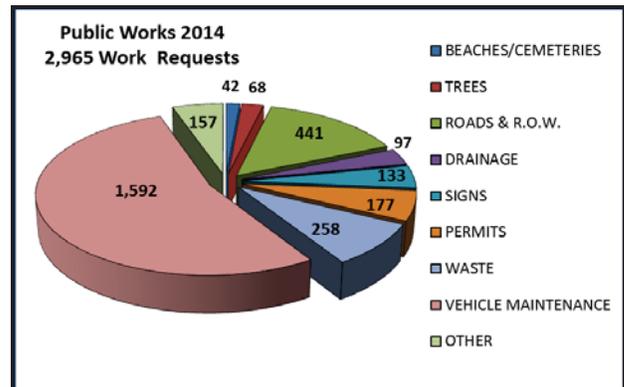
Because of safety concerns for the motoring public some communities such as Scarborough have consistently gone beyond the statutory limits when it comes to maintenance obligations on State roads within municipal boundaries. In recent years the Town has spent \$5,000,000.00 on ten State road projects. We continue this practice today with the on-going Pleasant Hill Road improvement project being funded by a combination of Town capital improvement project funds and funds from the DOT Municipal Partnership Initiative (MPI) program. Project design was done in FY14 with the first phase of construction starting in FY15.

On a more uplifting note we enjoyed another positive year as an owner community of Ecomaine. As I will detail later in this report, assessments continued to decrease saving the Town a substantial amount of money.

OPERATIONS

Of the 2,965 work requests generated this year 1,373 requests were handled by the Public Works' *operations division* 17-member crew. As the following pie chart indicates, our responsibilities are varied. Along with work requests initiated by outside sources are a large number of additional projects created from within the organization.

These internal projects, along with the outside requests keep staff busy. The level of production from the crew is outstanding. The volume of work produced by the number of staff is truly impressive.



Winter operations started early this year. The first storm event was on November 26th while the last was on March 31st. The full crew was mobilized for plowing and salting operations 29 times. More than planned amounts of salt and magnesium chloride were applied to roads due to the cold temperatures during storms and the overall number of events. Twenty three hundred (2,300) tons of salt and twenty one thousand (21,000) gallons of magnesium chloride were spread on Scarborough's 176.75 road-miles (353.5 lane-miles) during the winter season. While we over- expended the salt account, magnesium chloride funds were not fully utilized. The net over-expenditure for the winter materials was \$39,198.00.



VEHICLE MAINTENANCE

The eight-member crew of the vehicle maintenance division continues the task of maintaining 200 pieces of registered equipment along with associated apparatus. Town vehicles travelled approximately 1.5 million miles in FY14. Our staff's ability to maintain all of this specialized equipment is truly impressive. The attention to detail and safety is appreciated and is reflected in the below-normal work-related injuries within the division.



Ladder Truck at Body Shop



New PW Dump Truck before paint

Report continued from the Public Works Department

Alternative fuel options continue to be at the forefront. Jay Nason, Fleet Supervisor, is very involved in the **Maine Cleaner Communities Initiative** through the Greater Portland Council of Governments. Jay has presented on our propane vehicle fuel program which currently includes nine (9) town vehicles. The benefits of propane vehicle gas are 1) lower emissions and 2) lower costs per gallon for the fuel source itself. The average price of propane was \$2.02/gallon compared to gasoline costs of \$3.00/gallon. The Planning Department is also discussing a grant option for an all-electric vehicle in the upcoming year.



Propane Fueling Station

WASTE AND RECYCLING

Ecomaine enjoyed its second year as a debt-free entity. This is wonderful because as an owner community the Town benefits directly. Assessments in FY2014 were reduced for the third year in a row with a reduction of \$54,263.00. Total relief over the past three years amounts to \$210,611.00.

To better understand waste disposal habits at the curbside the department retrofitted all trash and recycling carts with passive RFID tags. These tags do not give off radio waves and can only be read by certain types of scanners. The only information on the tags is the location and serial number of the cart.



Working with our collection contractor, we can now track the frequency of collection by location for both the trash and recycling carts. Using this information it will be possible for us to reach out to certain segments of the population who may need additional education on the recycling process or on other waste and recycling topics. While the recycling rate for Scarborough has been consistent at 32% there is always room for improvement.

ROAD PROJECTS

Major capital improvements for this year included the *Jasper Street Drainage and Road Reconstruction Project*. The improvements included new drainage, road surface and sidewalks to meet added demands as it is no longer a dead-end street. Maine Water Company worked with the Town to replace water mains throughout the neighborhood (Jasper St, Baker St, Merrill St. and Dodge St) in an effort to guarantee adequate infrastructure for the future. Costs for the water main renewal portion of the project were paid by Maine Water Company. The overall cost of the project was \$438,906.00 with a developer's contribution of \$50,700.00. Net cost to the Town was \$388,206.00.

While not directly a Town project, the intersection of Payne Road and US Route 1 (Dunstan Corner area) underwent major reconstruction. The purpose of the project was to boost the service level at the US Route 1 and Pine Point Road intersection and also to encourage traffic coming off the Maine Turnpike to use Haigis Parkway and US Route 1 as an alternative route to Pine Point. You may recall that in 2011 the Haigis Parkway and US Route 1 intersection was reconstructed to handle additional traffic volume in preparation for the re-routing of traffic associated with the Dunstan area project.

Substantial road rehabilitation projects were also done on the following roads in FY2014:

MAJOR ROAD RECONSTRUCTION & PAVING COSTS - FY2014 (Other than Jasper St CIP Project)		
ROAD	DESCRIPTION	CIP
PINE POINT RD	PINE POINT RD SIDEWALK PROJECT FY14 (RTE 1 TO DUNSTAN LANDING RD) APPROX 1,000 LF	\$94,966
BLACK POINT RD	PAVING, SIDEWALK & ROADWAY	\$123,978
HOLMES RD	FULL RECONSTRUCTION (BROADTURN RD - SACO LINE)	\$193,543
ORCHARD ST	FULL RECONSTRUCTION (PARTIAL SECTION OF ROAD)	\$39,569
SEAVEY LANDING RD	FULL RECONSTRUCTION	\$64,488
WINNOCKS NECK RD	PAVING	\$42,792
ROSS RD	PAVING	\$88,592
HIGHLAND AVE	RECLAIM & PAVE (CHAMBERLAIN AVE - PLEASANT HILL RD)	\$159,073
TOTAL		\$807,001

The maintenance and repair of all infrastructure assets within the Town's right-of-way is a daunting task. I truly appreciate the support of the residents, the Town Council and the Town Manager.

I feel fortunate to work with a Public Works staff who do the heavy lifting. Without them we would not be able to maintain the Town's vast infrastructure. I dedicate this report to them.

Respectfully submitted,

Michael Shaw
Public Works Director

Report from the

SCHOOL DEPARTMENT

To the Town Manager, Town Council, and
Citizens of Scarborough:



Superintendent's Introduction

Over the course of the last year, much has been accomplished in the Scarborough Schools. A quick look at the instructional work that has been done indicates important improvement themes that carry across all of the phase levels in the Scarborough Public Schools.

*Dr. George H. Entwistle III
Superintendent of Schools*

Our K-2 learners and teachers have experienced great success in deepening

their collective knowledge and application of Math-In-Focus. This school year will be the start of the fourth year working with this Common Core connected curriculum.

At Wentworth, a focus on reading through increasing core instruction and implementing daily reading workshop time has led to success in building student stamina for more and sustained self-directed learning. At Wentworth too, Math-in-Focus continues to provide the structure and framework for ever improving teaching and learning in mathematics. Writing instruction for all students and maximizing the value added by integrating technology into instruction across all content areas will become an important part of the new Learning Communities during the 2014-15 school year at the beautiful and technologically advanced, Wentworth School.

With a focus on advancing Common Core curriculum and instructional quality, the Scarborough Middle School has been busy implementing both a new mathematics program (Math-in-Focus) and continuing implementation of an adopted English Language Arts curriculum. In the new school year, work will be underway to align the World Language curriculum with that of English Language Arts.

Also in 2014-15, the Middle School will continue to invest effort in adopting Google docs across all content areas, ensuring stronger classroom routines related to learning goals, and building student proficiency in reading, writing, and speaking that is grounded in evidence. Organizationally, the Middle School will reinvent itself in 2014-15 for higher levels of students learning with the adoption of new Learning Communities and Inquiry Teams.

At the High School, new Common Core connected curricula for Algebra I and II and Geometry have been adopted and Course Curriculum Frameworks for core courses have been completed. Looking toward this year, Curriculum Frameworks for all remaining courses will be completed and new initiatives related to common writing expectations and a proficiency-based, critical thinking and problem-solving focus will be undertaken across all content areas.

Our Special Educators have made big gains across the district and in all schools adapting and implementing common reading, writing, and math curricula. Focused attention on consistency and quality of curriculum delivery will continue in this new school year as our Special Services staff devotes significant effort to progress monitoring to ensure the academic progress of every student.

This past year, our Professional Learning Teams of teachers and instructional staff have again advanced collegial conversations, encouraged risk-tasking and experimentation and overall have accelerated professional learning.

Beyond efforts targeted on improving instruction and student learning, work is also well underway to improve our systems for selecting new staff and for evaluating and developing instructional staff and school leaders. District leaders, school leaders, and faculty members have been deeply engaged in planning for the piloting of a new system for Teacher Performance Evaluation and Professional Growth. That work will continue and intensify as we prepare a pilot implementation of the system for the 2014-2015 school year, and plan for a full system implementation in the subsequent year.

And speaking about systems, our Information Technology staff has created a bigger-than-life presence in our schools with volumes of necessary devices being brought on-line and managed, new applications facilitating the efficiency with which we work, and instructional technology integration and expertise being made available at the classroom level. How our IT staff has done what they have done and as well managed to bring the new Wentworth School on-line and on-time is truly amazing.

Across the district, initiatives to create authentic and relevant learning opportunities in STEM (Science, Technology, Engineering and Mathematics) and STEAM (Science, Technology, Engineering, Art and Mathematics) have been and will continue to be on-going. As well, the work of the Health, Safety, and Security Advisory Team continued, and will continue to build safe, strong, and healthy school communities in every school. The founding of the Council of School and Business Partners and the Scarborough School Art Council, both launched in the 2013-2014

Report continued from the School Department

school year, will support a stronger school and community connection while enhancing student opportunities for service learning, career exploration, and fuller engagement in the arts.

This community is most fortunate to have a School Board, School Leaders, Teacher Leaders, Faculty Members and staff that are not interested in merely maintaining the status-quo but rather, engaging in the often arduous work of transforming and moving the teaching and learning of over 3,000 students in the Scarborough Schools to the next level. A big “Thank-you” to all of the members of the Scarborough Public School staff for the many and various roles they play and the important contributions they have made in the 2013-2014 school year.

Curriculum and Instruction

Advancing the quality of teaching and learning continues to be the central focus across the school district. Not only providing, but also ensuring that all students have access to ‘world class teaching and learning’ continues to be a targeted improvement area. As many know, the most important factor in student learning is the quality of the teacher. We believe that even the best teachers can get better, and so, have a multi-faceted approach to their continuous learning. All teachers continue to be involved in Professional Learning Teams where they work in small groups researching and practicing improvements in their practice. They come together during the delayed start days to learn new strategies and share their progress with their colleagues as to how their strategies are improving student learning. The other facet to our continuous improvement model includes master teachers, called Instructional Coaches, who work with teachers to improve the quality of their teaching.

The Instructional Coaches continue to be busy making significant improvements in the area of teaching and learning, and furthering the curriculum work in their content area. For example, work has been done to identify the core content and skills for students to learn each year in school so that, upon graduation, students will be well prepared to move into the world of college and career. Our Instructional Coaches have also provided training for teachers in workshop settings and in teachers’ classrooms. For example, they model lessons in classrooms so that teachers can develop more effective instructional strategies. As a teacher of teachers, the coach also observes teachers in the classroom and provides feedback for improvement.

Particular curriculum areas have made improvements worth noting. Scarborough Middle School and Scarborough High School teachers came together, identified and implemented new curriculum resources for mathematics leading to a K-12 articulated Mathematics curriculum. The K-5 teachers

researched and proposed a multi-year plan for resources and professional development which will lead to comprehensive English/Language Arts improvements. The investments have been focused to ensure that they have maximum impact on improved student learning.

Special Education Services

Scarborough Schools Special Services team continues to provide oversight of programming for Special Education, Gifted and Talented programs (GATES), English as a Second Language (ESL), and 504 (learning accommodations) services. Close to 25% of the student population benefit from one or more of these programs.

Some highlights from this past year included:

- Implementation of common reading, writing and math curricula;
- Progress monitoring and assessments to ensure student academic progress;
- Summer 2014 literacy program for English language learners and summer services for special education students;
- 15+ local businesses involved in offering community service, job shadowing, and job training experiences for students;
- Alignment of instruction with Common Core State Standards;
- Professional development activities to support students’ social/emotional/behavioral growth;
- Increasing opportunities for inclusion for students with disabilities, and;
- Increasing opportunities for inclusion for students with disabilities, and;
- Continued partnership with public school day treatment program.

Primary Schools: Eight Corners, Pleasant Hill and Blue Point Schools

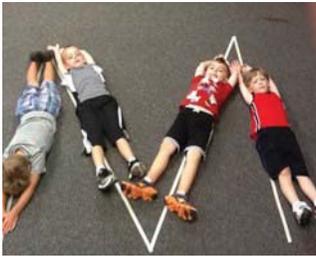
The K-2 phase had a very productive 2013-2014. All three buildings began their year with increased safety measures including security cameras and secured entryways.

In terms of curriculum, each school has completed the third year of implementation of Math-in-Focus, and teachers have deepened their knowledge and application of this curriculum as it applies to the Common Core; as a result, student learning has improved. This work was supported significantly by the Instructional Math Coach who supported teachers and small groups of K-2 students. She was able to



Report continued from the School Department

The English Language Arts Committee proposed the adoption of two new curricula: Words Their Way, which will address foundational literacy instruction (phonics, spelling, word building), and Units of Study, which will provide a framework for writing instruction. Both are aligned with the Common Core. The reading component of Units of Study will be added in the next two years



Seven specially trained staff members continued to provide the highly successful JumpStart reading program for entering Kindergarten students, expanded this year to include more students, and held at Eight Corners School. The data

from the summer of 2012-2013 demonstrated a huge jump in school-readiness for students in the program. As well, their ability to maintain the growth throughout the year was clearly demonstrated.

The K-2 schools applied for and won a grant from Berlin City Toyota's Drive for Education to support the 5-2-1-0 Health and Wellness program, so each building now has a filtered water fountain to help students learn to use refillable water bottles. The grant allowed the purchase of a bottle for each student in 2013-2014.

Wentworth School

In our third year of Math-in-Focus implementation, Wentworth School benefitted from our first year of a full time Instructional Math Coach. In addition to supporting teachers, leading curriculum implementation and pacing, and sharing best instructional practices, our math coach was able to increase direct contact time with students. Using a flexible grouping model, students advanced their skills through direct instruction and smaller teacher-student ratios while teachers simultaneously benefited from model lessons. Additionally, a cadre of community volunteers was trained in the curriculum and supported students in math classes each week.

Researching best practices, research based instructional strategies, and a guaranteed and viable writing curriculum was the charge for Wentworth's Writing Teacher last year. This work resulted in piloting many curricula, gathering feedback, and eventually making the exciting decision to

fully implement Units of Study for Writing in the 2014-2015 school year.



Wentworth School also implemented a whole school focus on reading through Reader's Workshop. During this dedicated 30 minutes each day, staff engaged with students reading self-selected reading material in an "all hands on deck" approach to mentor students and model joyful literacy. Students and teachers alike valued the dedicated time for reading and great benefits were noted for students.

A technology group at Wentworth School spent the 2013-14 school year researching and piloting tools in order to prepare for implementation at the new school building. The Technology Across the Curriculum Group launched professional development opportunities and initiatives.

Wentworth School also worked to refine and establish common expectations and understanding of the RESPECT Guidelines which were clearly communicated to students by staff. This work was supported through monthly RESPECT Recognition and classroom management system connections made to RESPECT Guidelines. Within the larger school, in preparation for the move to the new Wentworth School, smaller communities of learners were created while a sense of whole school community was reinforced by institutionalizing daily morning message, presented by students, and highlighting character education.

Throughout the year, Wentworth worked to promote student knowledge of the new Wentworth building through a series of awareness events and activities. The focus was to connect students with various aspects and components of a construction project via the new Wentworth. This real-time experience led to opportunities for community engagement and celebration of new beginnings as well.

Scarborough Middle School

Many improvements took place at the Middle School in the area of technology during the 2013-14 school year. The changes included implementation of the MLTI Hewlett Packard laptops for all Middle School students and staff.

The Middle School was the pilot site for the use of Google in all classrooms. The Google format enabled staff and students to increase their electronic collaboration and to decrease the necessity to print assignments. Additionally, student assignments were submitted to teachers through

Report continued from the School Department



In mathematics, teachers implemented the new math curriculum, which included the Math-in-Focus program. The new curriculum will align the Middle School math program with the district's improvement goals. The

Math-in-Focus program is presently utilized in all the K-8 schools. The Scarborough Middle School staff has worked diligently over the last two years to research and plan for organizational changes that will allow for increased professional collaboration, while maintaining a focus on middle level philosophy. The result of the research and planning will create new student-centered learning opportunities, with reorganized Learning Communities and Inquiry Team structures.

Scarborough High School

The 2013-2014 school year was one of regular and continuous improvement at Scarborough High School. SHS students continue to display excellence in the classroom, on the stage, and playing fields and gaining local, state, regional and national attention.

Operationally, a protocol was implemented to establish regularity and predictability of communicating and processing information toward the goal of more effective decision-making at Scarborough High School. This protocol involves processing information at the staff, department head and leadership team levels of the organization to ensure that all staff is aware of, and included in, important changes at the school.

Particular attention has been paid this year to reevaluating and re-finishing the important leadership, management, and instructional responsibilities of Scarborough High School Department Heads.

The focus of creating a safe, academically challenging, and caring school environment has never been greater. With the partnership of school, district and town leaders, the District Emergency Management Team has created a SHS Emergency Management Plan that is fully coordinated with like efforts across the district and town.

Considerable effort has been dedicated by staff and school leaders to enhance teaching and learning at SHS across-the-board. Curriculum work for the Math and English/Language Arts departments has concentrated on adoption of curricula that are aligned with the Common Core State Standards. Instructional Coaches in key content areas have supported

implementation of new curricula through their consultations, classroom visits, modeling, and instructional feedback to teachers.



Overall, instructionally, the adherence to a consistent organizational structure has placed teaching and learning at the core of every school day. Improved course offerings for students and more teacher choice in their professional learning has strengthened this core focus at Scarborough High School.

Finally, improving our communication to and with our stakeholders was identified as an area of desired improvement. In the 2013-2014 school year, we believe that communications overall were improved with updated and more consistent use of email, the website, and regular newsletters.

Professional Learning Teams

During the 2013-2014 school year, approximately 60 Professional Learning Teams (each comprised of 4-6 instructional staff) were hard at work improving teaching and learning across the district. Starting with the 2012-2013 school year, Scarborough Public Schools redesigned its professional development model to better reflect effective, researched-based, student-centered strategies for improving teaching and learning in schools. Professional Learning Teams (PLTs) have proven to not only improve student learning outcomes and teacher quality, but also, serve to both increase attraction and retention of high-quality teachers.

PLTs meet during the "late start" mornings incorporated into the regular school calendar. Broad themes of inquiry include quality instruction, customized learning, deepening teacher content knowledge, improving school climate, and integrating experiential learning. Teachers are exploring innovative ideas involving the integration of technology across content areas, incorporating STEM (Science, Technology, Engineering, and Math) activities into the curriculum, improving academic performances in all content areas, and implementing strategies to improve students' health and well-being. This professional development model has been continued for the 2014-2015 school year.

Performance Evaluation and Professional Growth

Scarborough Public Schools has been working to develop a teacher evaluation system that will enhance professional effectiveness and positively impact student learning. Chapter

Report continued from the School Department

effectiveness and positively impact student learning. Chapter 508 of Title 20-A of the Maine Revised Statutes requires school administrative units to develop, pilot, and implement a system of performance evaluation and professional growth for teachers and principals. Student achievement is the goal of improving professional effectiveness.

The focus of the Scarborough Public Schools Performance Evaluation and Professional Growth System is to improve the quality of instruction impacting student performance through collaborative conversations and professional development. This evaluation system is based on the research of Dr. Robert Marzano. The model provides a common language of instruction and evaluation, increases professional expertise, reflects on teaching and learning and provides growth opportunities using focused feedback.

During the last two years, the Performance Evaluation and Professional Growth System (PEPG) was developed collaboratively by a team of Scarborough teachers, school leaders, the Board of Education, and community members. After much research and reviews, this team recommended that the district adopt the Marzano system. This decision was in accordance with the Maine State Department of Education recommended frameworks for performance evaluation and growth systems, and will fully satisfy the requirements of the Maine Legislation LD 1858, "An Act to Ensure Effective Teaching and School Leadership."

The 2014-2015 school year will be the pilot year of using the system with volunteer teachers. School Leaders will also receive training with this system to maximize the

professional growth for our school community. Full implementation of the PEPG will be in 2015-2016.

Facilities

The obvious highlight for facilities over the past year has been the completion of the new Wentworth School. The startup of the building has gone very smoothly. In general, we are very pleased that the project has proceeded on time and under budget.

Teachers began moving in on August 25th, and the first two weeks of school have been very exciting for teachers and students alike.

While there are still punch lists of items needing attention ranging from minor touch up painting and cosmetic repairs to some fine tuning of the HVAC and electrical systems--all to be expected in a new building of this size--the school is running remarkably smoothly.

The cooling system was tested during the first week in operation with hot and humid days, and has proven successful in keeping the building comfortable. This is a testament to the time spent on the building commissioning process as well as a tribute to the quality work done by the mechanical, electrical, and controls subcontractors.

Training and fine tuning on the operational systems and equipment continues in the areas of the kitchen, stage, gym and main utility/mechanical rooms.



Photography provided by SEDCO

Report continued from the School Department

The new Wentworth School is a technologically advanced teaching and learning environment and includes:

Both wired and wireless connectivity and a new telecom (phone) system

- Interactive Eno Boards and projectors
- Four large panel screens with interactive content
- management systems for purposes of information streaming
- Large projectors with integrated sound and screens installed in the cafeteria and gym

The final phase of the site work will continue through the fall of 2014. The site contractor was able to open the new cross-campus Municipal Drive earlier than expected for buses to use, which has helped the traffic flow immensely. Landscaping, storm water basins, and the main parking lot are to be completed by the end of October.

While the Wentworth project was the predominant Facilities Department's project this summer, other regularly planned maintenance continued around the district, including: restoration of the storm water pond at Eight Corners School, with an improved entrance, repaired sidewalk and sealed and freshly striped parking lot and bus loop; similar work at the Blue Point School with sealcoating and striping of the parking lot and new playground surfacing; roof and exterior wall restoration on the 1968 wing of the high school; various interior painting projects; masonry restoration at the Middle School; preventative maintenance projects in all areas of the mechanical systems around the district.

Conclusion

Unquestionably, again in the 2013-2014 school year, the clarity of focus provided by our school improvement planning process in combination with the strong commitment of school leaders and staff has resulted in positive gains across the Scarborough Public Schools. Where the community has made investments in our schools, positive and corresponding outcomes for students have resulted. In closing, I want to express my appreciation to our talented and hard-working staff, our visionary leaders, and the Scarborough Community for the contributions each group has made to our success this year in the Scarborough Schools.

Respectfully Submitted,

Dr. George Entwistle, Superintendent



*Photography by
Sean Bushway*

Report from the

COMMUNITY SERVICES

To the Town Manager, Town Council, and Citizens of Scarborough:



Bruce W. Gullifer
Director

It is with pleasure that I submit this annual report for fiscal year 2014 on behalf of Community Services.

Community Services is a multi-faceted department within the Town of Scarborough, a department that is 87% self-sustaining. In 1985 the Town's Recreation Department combined with the School Department's Community Learning Resource Center. Over the years many programs have come under the umbrella of Community Services.

Physically we are spread throughout the community with

our administrative office in the municipal building, our child care administrative offices in the new Wentworth School, and our maintenance facility (housing our outdoor athletic field and landscaping equipment) at the Clifford Mitchell Sports complex. Additionally, our 55+ program holds their lunches at Camp Ketcha and BINGO at Scarborough Terrace and Camp Ketcha. We offer recreation programs for young and old alike, as well as before-school and after-school child care five days a week. This child care is also offered throughout the year when school is not in session, such as summers and school vacation weeks. Our eight-week summer day camp program (available to children from 7:00 am to 6:00 pm) is a very popular program as well as our youth summer specialty camps. Also, within our umbrella we maintain the official town calendar for all school and municipal buildings and all fields and parks (including our very popular skateboard park and winter ice rink). We work very closely with athletic booster groups and other groups within the community who might want to reserve our facilities or even our portable bleachers! We maintain all fields and parks within the town as well as trails, including the Eastern Trail. Additionally, we manage our beautiful town beaches which include Pine Point Beach, Ferry Beach, and Higgins Beach. We manage our community television which broadcasts government and school meetings in town as well as live sports programs. Community Services puts on special events for the Town of Scarborough which includes our annual WinterFest in January, SummerFest in August, our annual barbecue for the 55+ population in September, and our Santa in the Park and Tree Lighting ceremony in December. Within the past two years we have added one other service for our residents and Southern Maine community -- accepting U.S. passport applications.

Above and beyond what our department offers, I have been charged with the management of projects throughout the town as directed by the Town Manager, such as the pier project at Pine Point and the new town parking facilities at Higgins Beach and various parks and buildings throughout town. This year I have been involved in the building of two new solar projects as we continue to work toward a greener Scarborough. The first project was at the fire station in North Scarborough and the second project was the maintenance/ice rink facility for the Town, both projects helping to offset the energy requirements of these two buildings. The next project to help further the Town's green goals will be a trigenerational natural-gas-fired generator project for the municipal building. Estimated completion date of this latter project is May 15, 2015.

Scarborough has received Maine Department of Transportation funding for partial completion of the Eastern Trail project from Pleasant Hill Road to the Wainwright Recreation Complex in South Portland. This project will narrow the gap between our two communities and further the development of the Eastern Trail project. The final proposed project for the Eastern Trail in Scarborough will be an estimated \$2.5 million project between the Nonesuch River and Pleasant Hill Road, considered to be the most costly section of the Eastern Trail project in Scarborough. Two new bridges will be built to span the river and the Amtrak train corridor.

Another feature added to our outdoor facilities at the high school sports complex was the observation/viewing area to the existing concession stand at the high school fields. This was a project totally funded from the capital reserve account established for any capital improvement to the turf field area, all from rental fees generated at the turf field facility.

Community Services has instituted a new Facility Reservation On-Line Process. This new process allows the public to view real time information in our system so that everyone can see the town's schedule of events in all publicly-available places. We hope this procedure expedites all requests and allows for faster processing time.

In closing, I would like to say it has been a pleasure serving the residents of Scarborough, and I look forward to another exciting year to come.

Respectfully Submitted,
Bruce W. Gullifer, C.P.R.P.,
Director



Report continued from Community Services

School Age Child Care



This is a State-of-Maine-licensed program offering morning and afternoon care for students whose parents are working, attending school, or doing multiple other things which prevent them from being at home with their children during these crucial hours

Before and After Care for Grades K through 5

Morning care opens at 7:00 am at all of our school sites for Grades K-2 and 3-5. Morning care tends to be very low key. Many students bring their breakfast from home to enjoy prior to the start of school. Activities in the last year included coloring, drawing, puzzles, and games. Staff plans simple crafts and set up separate activity areas for blocks, marble mazes, and cars. One morning a week electronics are allowed.

Afternoon care begins as soon as school is dismissed in the afternoon. Staff takes attendance daily to ensure all students are in attendance and will research why a child is missing. Snacks are offered daily. Weather permitting, students spend at least 30 minutes outside, and other more in-depth choices are available such as science activities, Spanish Club, indoor active games, origami, and, of course, homework time. The extra time in the afternoon affords us time to do more in-depth age-appropriate activities. We are open until 6 pm.

Club Teen Middle School

Due to space constraints this year our staff accompanied all 5th grade after-care students on their walk from Wentworth to the Middle School where they joined the Club Teen group. Many students participated in extracurricular activities after school, like sports, dance, or karate, while others went outside daily to play ball on our fields or take walks on the trails in the woods. We also devoted quiet time for students to get their homework done in the afternoon. Other activities included field trips to the movies and holiday shopping in December at the Maine Mall.

February and April Vacation Camps

Our Child Care Program offers both February and April vacation camps during each week of school vacation.

During February vacation the K-5 children went sledding at a local golf course and were entertained by a local magician. We sold tickets to the show to the general public and were able to raise enough money to cover the cost of the show. The children enjoyed the magician so much that he was invited back to hold a magic workshop with the children in our ensuing summer program. On site, the children played games in the gym and worked on crafts and cooking projects.

The kindergarten through 8th grade Vacation Camp program in April ran for one week and was once again almost at full capacity for the entire week. Approximately 100 children participated each day. Daily activities, field trips, and a great staff contributed to the continued success and overall popularity. This year we went roller skating at Happy Wheels in Portland and an outdoor orienteering trip at Pineland Farms in New Gloucester. Some on-site activities during camp days consisted of inside and outside active games, BINGO, basketball, four square, and arts and crafts.

We envision that the program will continue to expand based on its popularity and as we broaden our registration process and provide parents with the flexibility they need.



Summer Recreation – Grades K to 9

Community Services offers an eight-week summer day camp program, open to children from 7:00 am to 6:00 pm. Parents were able to sign their child up for three days a week or five days a week for the full eight weeks or for individual weeks during the summer period. We offered two payment options -- a payment plan over an extended period or the option to pay in full and receive a discount. This year we saw our largest number of registrants yet at the middle school level. Even with increased numbers, we were still able to offer some of these campers their favorite field trips like whitewater rafting, paintball, and a trip to Water Country in Portsmouth, New Hampshire.

Our summer recreation program once again offered breakfast, snack, and lunch through the School Nutrition Program. Families could purchase any or all of the options. Those families, who qualified for free and reduced lunches during the school year received the same benefits in our summer program. On average, lunch was served to 80 campers daily. When lunch occurred on-site, the campers were given the opportunity to purchase ice cream after lunch.

This summer we took trips to such places as Funtown/Splashtown, Story Land, Monkey C Monkey Do, Water Country, Range Pond. Every Friday was theme day, such as Wacky Water Day, Magic Day, Olympics, and Give Back to the Community. Norman Ng, Magician, came to our camp and ran workshops on how to make and execute certain magic tricks. The campers loved this and we will definitely bring him back next summer. We ended our summer with our Annual Highlights Show and Pizza Party. All participants enjoyed an ice cream treat to celebrate the end of our summer program.

Report continued from Community Services

Summer Specialty Programs

Summer is always our busiest time of the year when we offer 30 different camps from the end of June to the beginning of August. This year we offered several summer sports camps which included swimming lessons, horseback riding lessons, soccer, basketball, track and field, baseball, football, tennis, lacrosse, wrestling, volleyball, surf lessons, and golf. Most of these camps are run by the high school coaching staff, as they try to develop their young players at an early age.

Some of our well-attended camps are the Art Attack Programs and Technology Camps. These classes enrich and challenge children's minds and creativity. Many participants sign up year after year as they look for new ways to challenge themselves and improve over what they did last summer.

New this year was theater camp, and it filled up fast. The children worked hard all week at creating their own script and building a set. Stand-up paddle board lessons were offered, and it gave parents and children the option to recreate together while exploring Ferry Beach on a paddle board.

Youth Programs

Every year we offer different activities in each of the seasons to keep children active throughout the year. We are always looking for new ideas and programs and hope our residents will let us know if they would like to see any new offering.

Fall Programs

Our fall programs this year were soccer, cross-country, mini-kicks soccer, and field hockey. Rounding out our fall programs were dribbles (a basketball skills program where they learn tricky dribbling skills to be performed during half-time at Scarborough High School basketball games) and a softball pitching clinic for Grades 2 to 8.

Our field hockey program continues to grow in size every year. This program travels to surrounding communities to compete in small sided games. Fall soccer is the largest youth program we offer. The continued support from the community allows for this program to flourish. It is offered to children in grades pre-kindergarten through 8, and they learn the basics of soccer while having fun at the same time. The program relies heavily on the assistance from our parent volunteers; without these parents putting in the time year after year this program would not be possible. New this year was fall volleyball for girls in middle school. It was a great camp and it has helped to increase the interest in volleyball and to grow the interest for the high school team.

Winter Programs

Basketball continues to be our most popular winter program. With over 400 participants in grades Pre-K through 8, these young athletes develop their skills while making friends. Our parent coaches are very dedicated and without them the program would not have been possible. Our snow sports programs are very popular as we continue to send busses of children to Shawnee Peak on Tuesday nights and Sunday River on Saturdays. Children of all ages and skill levels participate in these programs. Individuals can sign up for lift, lesson, or rentals, or any combination of those three. Each year many children learn to ski with us and continue to enjoy this sport throughout their lifetime. Our continued winter programs included indoor soccer, wrestling, dribbles basketball, and the softball pitching clinics.

Spring Programs

This spring there were over 100 runners for our cross country program. As this program continues to grow, it is easy to see why



Scarborough remains competitive at the high school level. A great coaching core made it a fun time for all the runners. This year we utilized a section of the Eastern Trail by Peterson Field for our home cross country meet. The feedback was great and the kids enjoyed every minute of it! Our mini-hits program for ages 2-1/2 to 4

has been a popular program as well. This program was developed to get young pre-school-aged kids outside and participating and interacting in small groups. They learned some basic skills of baseball such as throwing and base running. We continued to offer the baseball/softball skills camp, a softball pitching clinic, and swim lessons through the Michael Phelps Skill Center in Saco.

Adult Recreation Programs

Our most popular adult program by far is open gym basketball. On Tuesday and Thursday evenings this program packed the Middle School Gym with players of all skill levels making the play very competitive. Pickleball was offered for the first time this year. Other adult programs we continued to offer were Healthline, Healthline Plus, and tennis and golf lessons.

We are always looking for new ideas and opportunities to offer more adult recreation programming. We invite all residents to contact us with their suggestions.

Report continued from Community Services

55+ Programs

The 2013-14 year proved to be a successful one for the 55+ Program as active memberships reached over 400, trip participation increased, and new programs were developed.

The membership program continued to be a success with new memberships added on a regular basis. For \$10.00 per year (or \$17.50 per couple) participants receive the 55+ Program Newsletter by mail at their home and have online registration privileges for trips. The program has also continued partnering with local businesses to offer discounts in and around Scarborough.

One reason that program participation has increased is due to our new 28-passenger handicap-accessible bus! In conjunction with our 14-passenger bus, we now have the flexibility to allow more participants to join our trips. We continued to offer home pick-ups and drop-offs to those who no longer drive or who would prefer not to drive. We offer this service for \$2 per person per round trip. For their convenience, participants may purchase a bus pass for \$20 which gives the participant 12 rides for the price of 10.

Along with increased program participation, we have had success in increasing partnerships within the community. Scarborough Terrace, a local assisted-living facility, has opened their doors to us and has allowed our group to use their multi-purpose room once a week to hold our BINGO games. We have also started going to the Scarborough Veterans' Home for a monthly BINGO game with their residents. We appreciate these partnerships; it has proved beneficial for all involved as new friendships are made and a great sense of camaraderie established.



We continued our partnership with Southern Maine Agency on Aging to provide weekly discounted catered meals at Camp Ketcha from September to June which also included after-lunch entertainment and/or educational lectures. We have had some great programs this year, including an informative presentation on oyster farming in Scarborough and the history of Scarborough, as well as great entertainment from the "Bout Time Tappers" (adult tap dancers), Irish musician Kevin Farley, the Scarborough High School Choir, and a winter performance from the preschoolers at Camp Ketcha.

New this year, we offered a free iPad training class specifically for the senior population. This popular program was held in town hall as an introductory class to learn the basics of the iPad. We realized there was a growing number of senior citizens who wished to keep up in the complicated world of technology so we were happy to offer this service.

Our trip schedule remained quite active this year! Some of the most popular destinations included Boston for their Duck Boat Tour; Salem, Massachusetts, in October for their Halloween celebrations; Merrimack, New Hampshire, for the Anheuser-Busch Brewery Tour; and Portland for our annual *Magic of Christmas* trip. We try to incorporate the requests of our members as often as we can as well as offer past favorites!

As always, the mission of the Scarborough 55+ Programs is to give all seniors an opportunity to maintain dignity, enrich their quality of life, and actively promote participation in all aspects of community life. As the 55+ Program changes and grows, we continue our goal of offering quality programming for seniors in and around Scarborough.

U.S. Passport Acceptance Facility

Scarborough Community Services was pleased to start accepting U.S. passport applications in September 2012.



U.S. citizens planning inter-national travel may apply for a U.S. passport book or card

in our office located in the municipal building during the hours of 9:00 am to 3:00 pm Monday through Thursday. During the fiscal year 2014 we accepted 670 passport applications. On Saturday, March 8, we held a special Passport Day and accepted 65 applications from area residents. Because it has been a successful outreach day for the last two years, our plan is to continue to hold a Passport Day on an annual basis in February or March. For more information on U.S. passport information, we direct people to access the official web site of the U.S. Department of State at travel.state.gov.

SummerFest 2013

Community Services held its 17th annual SummerFest on Friday, August 16. Supported by our many community sponsors, we enjoyed a fabulous night of food, fun activities, raffles and giveaways, all put on by local organizations, churches, service groups, and businesses. For the first time Radio Disney chose Scarborough's SummerFest to provide family-focused Radio Disney events. They offered non-stop entertainment based on family-friendly music, interactive games, and fun prizes, all hosted by cast members and underwritten by Radio Disney's Summer Tour sponsor. Another new offering was the Dunkin Donuts CommUNITY Crew who provided attendees with free coffee, baked goods, and an opportunity to spin a prize wheel. And, lastly, another new event this year was the appearance of a "roaming railroad" for kids (and adults) to ride throughout the SummerFest Field on an open train. Combined with our usual events of a climbing wall, extreme air jumper, face painting, fun games, pony rides, bounce houses, a dunk tank, raffles, offerings of great food and desserts, AND good weather, SummerFest was a big hit and a great time for the community to come together

Report continued from Community Services

for an evening of meeting up with friends before the school year starts and enjoying some of the best that Scarborough has to offer. Our fireworks topped off the evening with its usual fanfare!

WinterFest

In its 25th year, WinterFest was a sunny and crisp winter day making the ice conditions great. The turnout was largely due to the favorable (albeit windy) weather. The ice rink warming hut was fully stocked with delicious food and attendees enjoyed plenty of fun activities for families and children alike. Free hot chocolate and freshly popped popcorn was offered by the bonfire, all helping to make this annual event a great success!

Festivities included events such as ice skating competitions, snow sculpture contests, a snowshoe obstacle course, human dog sled races, milk jug curling, tractor rides, and a snow sling contest, all while a roaring bonfire kept everyone nice and warm. Children competed in ice skating events for the coveted title of WinterFest King and Queen while families competed in the WinterFest Family Olympics.

Other events throughout the day included the ever-popular silent auction and raffle, a visit with Frosty, a demonstration by a professional ice sculptor, and an ice cube hunt. Unfortunately, fireworks were cancelled due to windy conditions. We appreciate the very active Police Explorers who take great care of the bonfire throughout the event. Our community is fortunate to have very generous local organizations and individuals who either sponsor specific events at WinterFest each year or who contribute to the overall success of the event.



Santa in the Park and Tree Lighting Ceremony

For the second year Santa visited the children in the Memorial Park Gazebo on the first Sunday in December. The park was decorated with Christmas lights, and a 30-foot tree was installed and decorated in the center of the park. There were fire pits staged in the amphitheater so that people could stay warm as they waited for the fireworks to start. There were over 400 children who visited with Santa this year. In addition to Santa's visit, the tree lighting, and the fireworks, there was a very successful toy drive with an abundance of gifts for children in town. Scarborough Rotary Club offered free hot chocolate from the concession stand (donations accepted) and the light rain that occurred did not stop over 150 families from spending time with Santa and enjoying the ceremony!

Beach Management



Community Services oversees the day-to-day operation of the beach parking lots and boat launches for the town. Pine Point, Ferry Beach, and Higgins Beach once again proved to be some of the best beaches in the state, as people from all over flocked to Scarborough.

This year the town hired a Beach Monitoring Coordinator in an attempt to assist with the monitoring of the endangered piping plovers. This person helped to establish a small group of volunteers to look for these birds as they began to nest on Scarborough's beaches.

A new food vendor took over the concession stand at Pine Point Beach and served under the name of Emma's Eats. With great staff and reasonable prices, they were a huge success at Pine Point this year.

This summer we expanded our efforts with Fun and Sun Rentals to offer kayaks and stand-up paddle boards at the Pine Point boat launch as well as at Ferry Beach. These rentals were extremely popular and allowed people to recreate around the harbor.

The town continues to participate in the Healthy Maine Beaches program which monitors bacterial levels in the water to ensure safe water conditions. Water samples are taken every Monday morning throughout the beach season. The status of our beaches can be found at the following website: <http://www.maineoastdata.org/public/>

Scarborough Community Television (SCTV)

This past year SCTV underwent a few changes. SCTV encouraged the use of its new Video-On-Demand meeting website for viewing and usage of archived meetings. This service allows the community and press to view meetings without paying for a DVD and having the meeting at their fingertips anywhere anytime. SCTV also installed new cameras and video equipment to help improve the look and sound of meetings when broadcast live and streamed online. SCTV also created more community-based productions, such as the Concerts in the Park series, high school sporting events, introductory videos for meetings, and our community special events – WinterFest and SummerFest.



SCTV continues to hire high school interns to learn about broadcasting, all while working in the studio assisting in airing government and school meetings and producing live sports programs for the community.

Report continued from Community Services

Sponsorships

Each year Community Services receives many charitable donations from Scarborough area businesses and individuals. These sponsorships support our residents in many ways, including our annual special events -- SummerFest, WinterFest, Santa in the Park and Tree Lighting Ceremony, and our Annual 55+ Barbecue. We are privileged to live and work in such a generous community.

Businesses may provide cash donations through our sponsorship program or donate items such as gift certificates, gift baskets, or tickets through our Benefactor program. Donations received through the Benefactor program are given to children or families as prizes or may be auctioned off at special events with all proceeds in turn helping to fund future special events.

We recognize all sponsorships, benefactors, and donors through our cable access channels, within our seasonal brochures, and on our website. For Gold and Platinum sponsors, we also engrave the name of the business on a public plaque at Scarborough Town Hall.

Scarborough Community Services would like to acknowledge and thank the following sponsors, benefactors, and donors:

Sponsorship Program

Platinum (\$2,000): Project G.R.A.C.E.; **Gold** (\$1,000) CPRC Group, Piper Shores, Prouts Neck Association, Maine Turf & Greenery, Saco & Biddeford Savings Institution; **Silver** (\$500): Eight Corners Pizza, Go Green Landscaping, Mitchell's Electric, Sullivan Tire, Town & Country Federal Credit Union, Villari's Self Defense Center; **Bronze** (\$250): Beech Ridge Motor Speedway, cPort Credit Union, Dead River Company, Fielding's Oil & Propane, Fred Emerson, Lisa Howard, DDS, Main Line Fence, Moody's Collision Centers, Optimal Performance Physical Therapy, P.A. Renovations, Pat's Pizza of Scarborough, Scarboro Muffler Center, Tri-State Packing Supply; **Friend** (\$100): Big 20 Bowling Center, Daniel Ravin, D.M.D., Katahdin Trust Company, Oak Hill Ace Hardware, Scarborough Dental Associates, Scarborough Garden Club, Scarborough Lions Club, Woodin & Company Store Fixtures.

Benefactor Program

Gold (donations, services, or gifts worth \$1,000): Bessey Commons, Biddeford Savings Bank, Haven's Candies.; **Silver** (\$500): Five County Credit Union, Villari's Self

Defense Center; **Bronze** (worth \$250): Cats on Call Hospital, Fun and Sun Rentals, Muller Heating & Plumbing, One2One BodyScapes, Subway Sandwiches; **Friend** (\$100): Black Point Inn, Cityside Auto Service, Happy Wheels, KJ Awards, Maine Indoor Karting, Making Waves Salon, PetLife, Pet Quarters, Shelly Rose Photography, The Egg & I Restaurant; **Donors** (Less than \$100): Al's Variety, Amato's Italian Sandwich Shop, Big 20 Bowling Center, Dairy Corner, Dunstan School Restaurant, Estabrook's, Hannaford Supermarkets, Nonesuch River Golf Course, New Angles Hair Salon, Monson Company, Ruby Chem, Thai 9 Restaurant.

Concerts in the Park 2013

Despite some gloomy weather and a little bit of rain, Memorial Park and the high school auditorium rocked on Thursday nights June 27 through August 1 in the 2013 Scarborough Concerts in the Park series. Well over 5,000 attended the six-week-plus series and were entertained by the timeless sounds of Elvis, the Beatles, and John Philip Sousa, with hits from the '60s, '70s, and '80s, and with a sprinkle of Black Eyed Peas and a side of Gaga. This year's performers were top notch -- the Time Pilots, the 60-piece Casco Bay Concert Band, the '60s Invasion, Motor Booty Affair, the Delta Knights, the Tony Boffa Band, and a special performance by the 195th US Army Band. These FREE shows are presented through a partnership of the Scarborough Community Chamber of Commerce and Scarborough Community Services, with the support of many volunteers and the very generous support of many areas businesses for one of the town's largest events of the year. We hope to see you all again in 2014.



Memorial Park - Concerts in the Park

Public Library

To the Town Manager, Town Council, and Citizens of Scarborough:

The report for this fiscal year is an update of the progress made in achieving the goals and objectives developed as part of our 2012-2015 Strategic Plan.

The Plan was developed following focus groups and surveys of stakeholders, users and non-users.

The Library Board of Trustees and Library staff have followed a work plan which continues to be updated as objectives are achieved. We are proud of the progress made and the resulting improvements in service. The following are the seven strategic priorities and a brief review of our progress within this year.



*Nancy E. Crowell
Library Director*

Improve access to services and collections.

To reduce the barriers to using services we reviewed our policies. We now accept smartphone images of the library card for those who prefer this technology over carrying a physical card. The length of time from when a new item is ordered to the time it is available for loan has been significantly reduced from weeks to days. An online reservation and time management system makes it possible to use the public Internet computers without stopping at the front desk to request access; wireless printing, additional bandwidth, and discontinuing the need for a password have increased the use of this popular service. A new public photocopier and a self-serve fax machine have been added.

Provide materials in formats that respond to the wishes of the community.

We have expanded the cloud based eBook collection. At the same time we have tracked the use of materials and redistributed resources to the most popular areas. We have moved collections such as large type to make them more convenient. We have aggressively withdrawn titles in video and audio tape collections and are adding classic and popular titles in CD, DVD and Blu-ray formats. We now accept suggestions for purchase through our website and email.

Evaluate facilities and technologies to support services.

In addition to the technologies mentioned above, there were significant improvements made behind the scenes to the backbone and software we depend on for daily operations. We moved from a Novell to Windows environment including new servers, software, and email. Our website address changed to www.scarboroughlibrary.org. And on

the more public side of the operation, we installed new media projection equipment in the public meeting room. This project had supplemental financial support from the Scarborough Community Chamber and Bangor Savings Bank.

Provide exceptional programming that meets the interests and needs of the community.

Providing programming is not difficult but providing programs that are responsive and interesting to our community is a fine art. Fortunately, we have staff skilled in this area and we were able to increase the number of programs from 385 to 496 in one year. The annual attendance increased by 17% to 11,524. These attendees enjoyed story times, lectures, film programs, book and civic affairs discussions, technology workshops, business seminars, and performances by poets, authors and musicians. We eagerly partner with other organizations and many of our programs are supported through grants from the Friends of the Library, Maine Humanities Council, and Maine Historical Society.

Promote awareness and use of the Library.

A Board Committee was charged with helping the staff to increase our visibility and community outreach. We have reviewed and redesigned our promotional materials and have adopted a new logo which will be launched in the next year. We have improved our blog and Facebook posts to keep our virtual presence current and interesting. We are pleased to report an increase in visits to the library and as noted, the response to our programming efforts has been gratifying. We have dedicated additional staff time to outreach into the business community, workshops for seniors, coordinated programming with school libraries and literacy teachers, and presentations and partnerships with community groups.

Maximize Resources.

We recognize the need to supplement the generous support provided by the Town's annual municipal appropriation. We increased and met our annual fund goal of \$45,000 thanks to matching incentive grants. We have received grants and memorial gifts to assist us in offering programs and to maintain collections. We are also aware of the importance of gifts we receive from the estates of our supporters and created the *1899 Society* as a way to recognize those who have included the Library in their estate plans. Information about this opportunity and the Society is included in a new brochure and on our website.

Review internal organizational structure.

As our services change, our staff duties do as well. A complete assessment of job descriptions was completed and compensation was reviewed and adjusted as part of the Town's study by an outside consultant. We are aware of the long service tenure of some of our key staff which has prompted creation of succession planning strategies. This was particularly timely as we offered our best wishes to Susan Winch who retired after thirty-four years of service starting as Children's Librarian and concluding as Information Systems Manager and Assistant Director.

Report continued from Scarborough Library:

The Library, and the community we serve, have benefited from the strategic planning process. As we check off the tasks we accomplish and use the measurements we identified to gauge success, we are more alert than ever to the possibilities and challenges before us. We have developed a culture which is open to change and undaunted by the sometimes challenging path to improvement. Our three-year plan will soon be outdated. We understood from the start of the process that our vision would be encumbered by restrictions on physical space. That sparked our creativity and motivated us to make the best use of current technologies that we could. We will soon move into another planning cycle. Articulating the need for additional space will be our new focus.

On behalf of the Board of Trustees and the Library staff members, I extend our thanks for the support of our efforts by our community. We continue to welcome your thoughts and suggestions. We are committed to providing you with the best service possible.

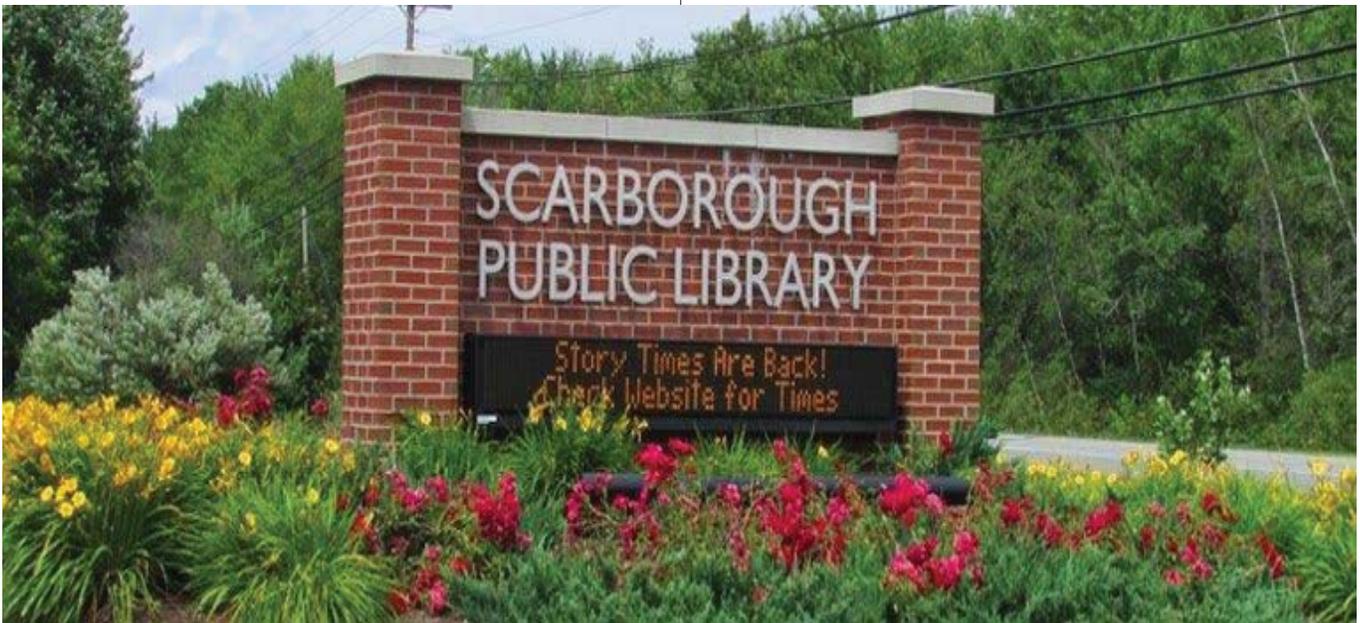
“The Scarborough Public Library will be Scarborough’s innovative community leader delivering services, technology, and knowledge to people of all ages.”

Vision Statement: Strategic Plan 2012-2015

Respectfully Submitted,
Nancy E. Crowell,
Library Director



(L-R) Linda Elliott, Library Trustee President; Kate St. Clair, Town Councilor; Nancy Crowell, Library Director; Emily Read, Library Trustee Vice-President at Declaration for the Right to Libraries signing ceremony on April 17, 2014.



Photography by
Sean Bushway

Report of the

SCARBOROUGH LAND TRUST

Scarborough Land Trust (SLT) is a private, non-profit, community-based organization that acquires, protects and stewards land for open space, public access, and wildlife habitat. SLT conserves land where natural resources, scenic vistas and historical significance offer unique value to our community.

To the Town Manager, Town Council, and Citizens of Scarborough:

Scarborough Land Trust (SLT) is pleased to provide this report to the Scarborough community.

This was a big year for SLT on many fronts, but most especially in our work to purchase and conserve the 135-acre Benjamin Farm property on Pleasant Hill Road. SLT has been working on this project for over 15 years, and we are thrilled to finally have the chance to conserve it. In December, we got the property under contract, and immediately launched a Capital Campaign for the \$2.5 million needed to purchase and steward the property. In June, the Town Council unanimously approved our \$2 million request from the Town Land Bond Fund that was recommended by the Parks and Conservation Land Board after their rigorous review. We are very grateful to the Council and the citizens of Scarborough for this key support. We are working to raise the remaining \$500,000 needed in order to close on the property by December 31, 2014. I want to especially thank SLT board members Elizabeth Peoples for negotiating the contract and leading this project and Betts Armstrong for chairing the Capital Campaign.



Aerial View Benjamin Farm Property

The Benjamin Farm project has galvanized the community like none other in SLT's history. It is one of the last open spaces in one of the most

populated areas of town. The property has open fields, woods and wetlands, and contains headwaters of the Spurwink River. It abuts Rachel Carson National Wildlife Refuge land. Once we purchase and conserve this gem of a property, we will create trails to provide public access year-round.

We were honored to partner with the Portland Museum (PMA) of Art and Prouts Neck Association to conserve the land and historic view shed around the Winslow Homer Studio at Prouts Neck. PMA donated an easement to SLT, which will ensure that the property is permanently protected. This partnership reflects the deep ties between Maine's artistic heritage and natural beauty. My thanks to SLT board member Jeremy Wintersteen for his outstanding leadership on this project. Public access to the property is provided by the Museum through their guided tours. The Jannelle family donated some 3 acres on Roundabout Drive off Black Point

Road, providing an upland buffer to the 3,200 acre Scarborough Marsh. SLT partnered with Friends of Scarborough Marsh on this transfer of land to the Maine Department of Inland Fisheries and Wildlife, which owns the Marsh.

SLT is working with the Town to permanently protect property at the Willey Recreation Area off Tenney Lane. This project, which is near completion, has saved the town over \$200,000 in wetland mitigation costs in the Wentworth Middle School project. We are pleased that our role helped the school project come in under budget

In addition to land acquisition, we have been busy with stewardship on our properties, an essential and ongoing responsibility for SLT led entirely by volunteers. We are grateful to friends at the Piper Shores woodshop, who created wonderful new trail signs that we installed at Fuller Farm and Sewell Woods and that will make it easier for visitors to explore these properties.

Our third Fresh from the Farm Dinner at Broadturn Farm was another instant sell-out, with over 200 people attending. This event provides critical funds for us to care for the land and buildings at our Broadturn Farm property, which we lease to John Bliss and Stacy Brenner for their diversified farm business. This year, with proceeds from last year's dinner, grants and donations, we installed a needed new roof on the Long Barn, the oldest and largest barn at the farm. Broadturn Farm has a significant economic impact in the community, which we recently documented in a chart that is available on our website.



New Roof on the Long Barn at Broadturn Farm

Land conservation brings many benefits to the community - open space, outdoor recreation, wildlife conservation, local farms, fresh food and local jobs. Our sincere thanks to the Town of Scarborough, its citizens, our volunteers and donors, whose partnership and support makes land conservation in Scarborough possible.

***Respectfully submitted,
Paul Austin, President
Scarborough Land Trust***

Report from the Conservation Commission

*To the Town Manager, Town Council, and Citizens of
Scarborough*

This year, the Conservation Commission continued to work on projects to increase awareness of the value of our natural resources, to identify and reduce potential damage to these natural areas, and to proactively work with Town Staff, other committees, and local organizations to encourage sustainable stewardship of Scarborough's natural resources.

In this regard, the Commission held a large, public workshop in conjunction with the Planning Department on the potential impacts of sea level rise and storms on Scarborough's marshes. This was well attended by Scarborough citizens. The workshop was part of a marsh migration project being conducted by the Department of Agriculture, Conservation and Forestry's Maine Geological Survey, Municipal Assistance Program, and Maine Coast Heritage Trust. The Commission also worked with Friends of Scarborough Marsh and the Scarborough Land Trust to discuss these issues with the marsh migration project team. Finally, the Commission organized a workshop at the Piper Shores community on the same topic.

Following up on work completed in 2012-2013, the Commission inspected several additional municipally-owned properties in order to review existing site conditions in the context of current uses, and to develop appropriate recommendations for property management. These properties are open space parcels due to either deed restrictions or apparent natural constraints.

Chris Herrick, a Commission member, continued to serve as chair of the Town's Pesticide Management Advisory Committee, or PMAC. During the last year PMAC worked to raise awareness town-wide in regards to the town's pesticide management policy in addition to its duties as an advisory committee.

The Commission worked to support the Scarborough Land Trust's attempt to acquire the Benjamin Farm Property on Pleasant Hill Road. Several Commission members spoke at public hearings in support of the Council's release of funds from the Town's Parks and Conservation lands Bond, and the Commission submitted a formal letter to the Council in support of the same.

At the request of the Planning Board and the Zoning Board of Appeals, the Commission participated in several reviews of development applications within the Town and provided advisory opinions on the potential impacts of these projects on natural resources.

Commission members also attended the annual Maine Association of Conservation Commissions meeting in Brunswick. At this event, members were able to network with other Commissions on a variety of education, outreach, and conservation work efforts. Commission member Iver Carlsen represents the Commission and serves as a board member of MEACC.

Finally, the Commission would like to thank Councilor Caterina, who serves as liaison to the Town Council, and especially our Planning Department staff liaison, Assistant Planner Jay Chace, for his continued participation and enthusiasm in helping the Commission with its efforts.

Respectfully submitted,
Peter Slovinsky, *Chairman* ,
Iver Carlsen, *Vice Chairman*
Anton Bodor, *Secretary*
Sean Flaherty, *Christopher Herrick*, *Suzan Nixon*,
Commission Members



Photography by Sean Bushway