

**TOWN COUNCIL WORKSHOP  
WEDNESDAY, NOVEMBER 4, 2015 – 6:00 P.M.  
REVIEW OF 2015 COUNCIL GOALS  
COUNCIL CHAMBERS**

**Item 1.** Call to Order.

**Item 2.** Those Present.

**Item 3.** Review of 2015 Scarborough Town Council Goals.

**Item 4.** Adjournment.

## **2015 Scarborough Town Council Goals**

### **Progress Report – June 17, 2015**

### **Update – October 30, 2015**

#### **\* *Responsible & Realistic Budget:***

- Maintain Essential Services
- Avoid Layoffs
- Re-Develop Staffing Plans
- Level Service vs. New Initiatives
- Recognize Fiscal Constraints
- Consider Non Property Tax Revenues
- Maximize Value
- Trade-Off Conversations
- Stability in Tax Rate
- Capital/Long-term Planning

*The Town budget passed on May 20, 2015 represented a projected increase on the tax rate of 1.7%. Essential services have been maintained and a modest increase in staffing in the Fire Department was accomplished. The Finance Committee has committed to reviewing debt management and capital budgeting in the coming months. Initial school budget was not validated by the voters and will be reconsidered.*

*The school budget was finally validated by the voters in early August on the third vote. Town and School staff have committed to improving the budget format and presentation, creating a single source of budget information and researching data to for benchmarking and comparative analysis. The Finance Committee has approved a Capital Budget Policy that will be considered by the Town Council in November.*

#### **\**Maintain/Strengthen Legislative Relationships***

- Budget Implications

*The Town Council held a workshop with the legislative delegation on February 18, 2015 to discuss the potential impact of the proposed state biennial budget and sponsored legislation. Ongoing communications have continued with individual legislators during the legislative session.*

#### **\**Town-Wide Revaluation***

*The Finance Committee reviewed this matter and decided to remove it from the FY 2016 CIP, but acknowledged that this issue must be reviewed next year. No further progress expected this year.*

#### **\**Economic Development:***

- Coordinate with SEDCO
- Diversify Tax Base
- Business Retention and Expansion
- Business Visitation
- Explore “Business-Friendly” Designation
- Ordinance Review – Zoning, Policies and Fees
- High-Speed Internet
- Focus on Haigis Parkway

*Town staff has worked closely with SEDCO regarding business development. Council liaisons have been active with the SEDCO Board of Directors. “Business Friendly” designation has been explored, but application will occur after DECD has prepared new program guidelines (likely in the fall). Councilor Caterina has taken the lead on exploring high-speed internet with the assistance of Senator King’s office and staff will be attending MMA and GPCOG presentations on this subject. LRPC and SEDCO have developed new zoning for Haigis Parkway regarding food and small batch processing facilities.*

*SEDCO has launched a new totally redesigned web site that provides high-level content for residents and developers. This enhanced web presence and functionality is viewed as a critical component of modern economic development strategy.*

**\*Benchmarking:**

- Financial
- Demographic – “By the Numbers”

*No progress made during budget season. Staff will prepare an update to the comparative financial benchmarking study. SEDCO to assist in preparing demographic information based on census information.*

*Demographic updates are generally published in December each year by the U.S. Census Bureau and will allow us to compare 2013-2014 in January. The benchmarks will look at how we compare to other Cumberland County communities. The Town (and SEDCO) is prepared to make this an annual effort.*

**\*All Committee Summit:**

- Bi-Annual

*SEDCO coordinated the second annual “All Board/Committee Summit” on May 28, 2015. Attendance and interest remained strong. Additional events to encourage collaboration will be planned for later this year.*

*The Vision Committee is soliciting more input and are drafting a community engagement strategy. This strategy is viewed as an essential component to maximize community involvement and committee effort.*

**\*Master Plan:**

- Long Range Facility Plan

*Dan Bacon is heading up this project with the assistance of consulting input from Woodard & Curran. Potential facility needs have been identified by staff and the consultants are prepare rough cost estimates. Future debt service requirements will be reviewed to determine a preliminary timeframe of when these project could be submitted to the voters for approval. The final phase of the project will include public input and the final plan will be considered by the Town Council before the end of the year.*

*The first draft of the Long Range Facility Plan will be completed in November. We intend to schedule a workshop with the new Town Council to review the draft report and discuss next steps.*

**\*Survey of Services**

*No progress has been made. Staff needs further direction from the Town Council as to the expectations for this goal.*

**\*Improve Communication:**

- Civic Engagement Strategy
- Promote Open Government –Transparency
- Better communications with internal town committees/boards and School Board

*Certainly communications with the School Board have been vastly improved through unprecedented collaboration during the budget process. Focus on open government and transparency have become a reoccurring theme and efforts continue. Perhaps the best example of cooperation and transparency is the joint budget forum that was held.*

*Councilor St. Clair has led the effort on an expanded civic engagement strategy through the use of social media. A working group has been established, but progress is limited due to budget distraction. This remains as a top goal for staff and we remain committed to advancing this priority.*

***\*Affordable/Work Force Housing:***

➤ Lesson Learned – New Strategies

*Significant progress toward this goal has been made with the partnership with Habitat for Humanity that will produce 13 affordable single-family homes. The Town has been receptive to proposals from affordable housing developers, by considering land use changes and financial incentives (TIFs) to enable two important projects: Griffin Road and Avesta (Southgate). The Affordable Housing Alliance has made important policy decisions that will clarify the requirements for private developers who have chosen (and are now obligated) to provide affordable housing as a part of their development.*

*Three applicants have been approved and three foundations are in at the Habitat project (Carpenter Court). The Town approved the contract zone amendment and Affordable Housing Tax Increment Financing District for the Avesta project (Southgate). The Town will lend support to applications for Southgate and Griffin Road projects for federal tax credit funding through Maine Housing.*

***\*Historic Preservation:***

➤ Continued oversight on completion of Committee's recommendations.

*The Town has embraced the recommendations of the Ad-Hoc Historic Preservation Committee and have officially designated nearly fifty sites and structures as "historic" and have adopted an incentives-based set of Historic Preservation Provisions in the Zoning Ordinance. Though the initial work is done, the Town Council has recognized the need for several "working groups" to continue efforts.*

*The Historic Preservation Implementation Committee continues its work. The Danish Village arch has been relocated to Memorial Park and will be completed by the end of November.*

\*Goals are not listed in order of priority.