

**MINUTES
SCARBOROUGH TOWN COUNCIL
WEDNESDAY – MAY 16, 2018
REGULAR MEETING – 7:00 P.M.**

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

Item 2. Pledge of Allegiance.

Item 3. Roll Call. Roll was called by Yolande P. Justice, Town Clerk. Thomas J. Hall, Town Manager, was also present.

Councilor Shawn A. Babine	Councilor Jean-Marie Caterina
Councilor Robert W. Rowan	Councilor Peter F. Hayes
Councilor Kathleen M. Foley	Councilor Christopher J. Caiazzo – Vice Chair
Chairman William J. Donovan	

Item 4. General Public Comments.

- Michael Doyle of Falmouth and owner of FalmouthToday, commented on the number of times that the Chairman and his wife had contacted the Police Department in a 12 month period.

Item 5. Minutes: April 25, 2018 – Special Town Council Meeting & May 2, 2018 - Regular Town Council Meeting. At the request from Councilor Caiazzo, the motion was divided.

Motion by Councilor Babine, seconded by Councilor Caterina, to move approval of the minutes from April 25, 2018, Special Meeting, as written.

Vote: 6 Yeas. [1 Abstain – Councilor Caiazzo]

Motion by Councilor Babine, seconded by Councilor Caiazzo, to move approval of the minutes of the May 2, 2018 regular meeting.

Vote: 7 Yeas.

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

Item 7. Items to be signed: a. Treasurer’s Warrants. Treasurer’s Warrants were signed during the meeting.

Item 8. Non Action Items.

- a. Presentation from the Maine Turnpike Authority regarding the Portland Area Mainline Study.** Bruce Van Note - thanked the Council for their service and he would be brief on his presentation. Paul Godfrey gave a brief presentation on the Portland Area Mainline Study. This study would be presented to other communities as well. We are looking for feedback on this and welcome it. Mr. Godfrey responded to questions from the Town Council.

Order No. 18-031, 7:00 p.m. Public Hearing and second reading on the proposed amendments to Chapter 405 - the Zoning Ordinance of the Town of Scarborough, as presented. [Crossroads Holdings LLC] Jay Chace, Planning Director, gave a quick overview of the process on this item that was followed and brings us to this point. Rocco Risbara of Crossroads Holdings, made a brief introduction and then turned the meeting over to Dan Bacon of Gorrill Palmer reviewed the proposed

changes before the Town Council. Mr. Chace, Mr. Bacon and Mr. Risbara responded to questions from the Town Council.

Chairman Donovan opened the public hearing. As there were no comments either for or against the hearing was closed at 8:00 p.m.

Motion by Councilor Caterina, seconded by Councilor Babine, to move approval of the second reading on the proposed amendments to Chapter 405 - the Zoning Ordinance of the Town of Scarborough, as presented.

Proposed Amendments to the Crossroads Planned Development District (CPD) of the Town of Scarborough Zoning Ordinance Regarding Additional Non-Residential Uses

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendment to the Zoning Ordinance of the Town of Scarborough, Maine, be and hereby are adopted:

1. Amend Section XXC. CROSSROADS PLANNED DEVELOPMENT DISTRICT (CPD) I. BASIC STANDARDS B. PERMITTED USES (CPD) as follows (additions are underlined; deletions are struck through):

The following uses are permitted only in planned developments:

37. Pet care facilities

The following uses are permitted only in planned developments and are subject to specific performance standards set forth in Section IX:

46. Research, development and light industrial

47. Gasoline filling stations whether as a principal or accessory use and located so that all fueling facilities are located within one thousand (1000) feet of the point of intersection of the centerlines of the Payne Road and Holmes Road. Gasoline filling stations shall also be subject to the performance standards of Section IX.(X.) of this Ordinance.

Add a new permitted uses sub-category:

The following uses are permitted only in planned developments and are subject to the additional developments standards of subsection D. of this district, including the standards on location and buffers under subsection D.14.:

48. Manufacturing and assembly

49. Food processing facilities

50. Mini-warehouse/storage facilities

51. Contractors offices, shops and storage yards

52. Motor vehicle repair and service facilities including auto body shops, facilities for the repair of recreational vehicles, small engine repair facilities and vehicle sales accessory to these uses

53. Sale, rental and/or service of heavy equipment or specialized motor vehicles (other than passenger cars)

2. Amend Section XXC. CROSSROADS PLANNED DEVELOPMENT DISTRICT (CPD) II. ADDITIONAL DEVELOPMENT STANDARDS D. ADDITIONAL DEVELOPMENT

STANDARDS APPLICABLE TO PLANNED DEVELOPMENTS as follows (additions are underlined; deletions are struck through):

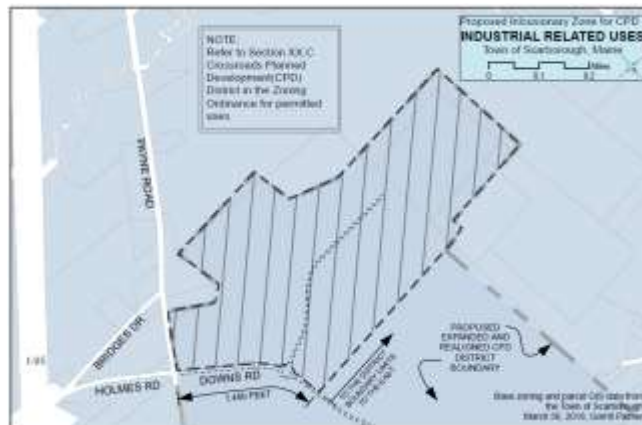
14. The land uses required to comply with these additional development standards are permitted as part of a planned development with specific standards and limitations on the location within the overall CPD District they are allowed and subject to the buffering requirements below. This inclusionary area within the District is located to the northeast of the Scarborough Downs entrance drive and extending southerly from the Payne Road intersection 1,450 feet and spanning from the Downs Road easterly to the limits of the CPD zoning district boundary as depicted in the diagram below. The permitted uses specifically allowed within this area are subject to:

- 1) A 250-foot setback from the center line of Payne Road.
- 2) A 250-foot setback from the Downs Road, as depicted on the Approved Conceptual Infrastructure Plan.
- 3) A 100 ft. setback and buffer to any adjacent residential district or natural resource district in accordance with subsection D.2. of this district.
- 4) The performance standards of Section IX(A) of this ordinance.
- 5) The permitted uses specifically allowed within this area shall not be subject to the Design Standards for Scarborough’s Commercial Districts.

The diagram and description above establish the maximum area allowed for these non-residential uses, but does not bind or require this area to be exclusively developed with these specific uses. The planned development process shall be used to establish the design, buffering details, and extent of these non-residential uses within this inclusionary area and whether this area also includes other uses and development allowed district wide.

3. Amend Section XXC. CROSSROADS PLANNED DEVELOPMENT DISTRICT (CPD) II. ADDITIONAL DEVELOPMENT STANDARDS, C. ADDITIONAL DEVELOPMENT STANDARDS APPLICABLE TO BOTH CONVENTIONAL AND PLANNED DEVELOPMENTS (CPD) 1. as follows (additions are underlined; deletions are struck through):

1. Commercial Design Standards – All development within the District must be consistent with the Design Standards for Scarborough’s Commercial Districts, with the exception of the uses allowed for under subsection D.14. of this district.



Proposed Amendments to the Crossroads Planned Development District (CPD)
of the Town of Scarborough Zoning Ordinance Regarding Landscape
and Natural Buffers

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendment to the Zoning Ordinance of the Town of Scarborough, Maine, be and hereby are adopted:

1. Amend Section XXC. CROSSROADS PLANNED DEVELOPMENT DISTRICT (CPD) I. BASIC STANDARDS D. SPACE AND BULK REGULATIONS (CPD) 2. Planned Developments as follows (additions are underlined; deletions are struck through):

All buildings and related parking and access drives must be setback from the boundary of the CPD District in accordance with the following standards and the minimum required setback area shall treated as a buffer in accordance with Section VIII. if applicable. This requirement shall not preclude the construction of streets or utilities that cross the buffer strip.

Adjacent Zoning District	Minimum Setback
A “Residential District” Resource or District” Natural	100 feet
A “Mixed Use District”	50 feet
A “Commercial Industrial District”	50 feet

2. Amend Section XXC. CROSSROADS PLANNED DEVELOPMENT DISTRICT (CPD) II. ADDITIONAL DEVELOPMENT STANDARDS D. ADDITIONAL DEVELOPMENT STANDARDS APPLICABLE TO PLANNED DEVELOPMENTS 8. as follows (additions are underlined; deletions are struck through):

1. Streetscape Treatment -- The streetscape along internal streets and driveways within a Planned Development shall exhibit a compact layout, form and scale. The streetscape shall be designed with shade trees on both sides; road widths that are of a compact, urban scale; human-scale street lighting; frequent intersections and crosswalks; and sidewalks. The streetscape of internal streets may also include on-street parking on one or both sides of the streets or driveways.

The streetscape along Haigis Parkway, Route One and Payne Road that border the district shall incorporate a landscaped or natural vegetated buffer strip. The width of the buffer strip shall be a minimum of twenty-five (25) feet when it abuts the Haigis Parkway and fifteen (15) feet when it abuts Route One and Payne Road.

Proposed Amendments to the Crossroads Planned Development District (CPD)
of the Town of Scarborough Zoning Ordinance Regarding Earthwork, Extraction
and Construction Activities Incidental to Site Development

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendment to the Zoning Ordinance of the Town of Scarborough, Maine, be and hereby are adopted:

Amend Section XXC. CROSSROADS PLANNED DEVELOPMENT DISTRICT (CPD) II. ADDITIONAL DEVELOPMENT STANDARDS D. ADDITIONAL DEVELOPMENT STANDARDS APPLICABLE TO PLANNED DEVELOPMENTS as follows (additions are underlined; deletions are struck through):

15. Earthwork, Material Extraction and Construction Activities Incidental to Site Development

Activities that are typical of earthwork, material extraction and construction including, but not limited to the excavation of earthen material and aggregate, material processing, material stockpiling and storage, and similar activities are allowed in accordance with the following performance standards:

- a. Material extraction and processing allowed for under this subsection shall be for the sole purpose of supporting development, site work and the installation of infrastructure located exclusively within the CPD District.
- b. Notwithstanding contrary provisions in the Extractive Industry Ordinance, excavation may occur below the seasonal high-water table for the purpose of creating water features within the development project. Any excavation below 12 inches above the seasonal high-water table shall be in accordance with a plan approved by the Planning Board. This plan shall include the limits, design and final restoration of the excavation area and its functions and values.
- c. The stockpiling and processing of aggregate and earthen materials shall comply with a site plan and operations plan to be reviewed and approved by the Planning Board. This operations plan shall include: a description and location of the activity; its proximity to existing development within and outside the District; general hours of operation, methods of operation and safeguards in place to mitigate dust, smoke and other environmental factors, and a restoration plan when applicable.
- d. Any deviation and changes to the Operations Plan must be approved in advanced by the Planning Director with consultation with other town staff and departments.

Vote: 7 Yeas.

Order No. 18-032, 7:00 p.m. Public Hearing and second reading on the proposed amendments to the Town of Scarborough Zoning Map. [Crossroads Holdings LLC] Dan Bacon of Gorrill Palmer reviewed the proposed changes before the Town Council. Mr. Bacon reviewed the map amendment.

Chairman Donovan opened the public hearing. There being no comments either for or against, the hearing was closed at 8:13 p.m.

Motion by Councilor Caterina, seconded by Councilor Rowan, to move approval of the second reading on the proposed amendments to the Town of Scarborough Zoning Map.

Motion by Councilor Caiazzo, seconded by Councilor Babine, to move approval to amend the main motion to include the language recommended by the Town Planner as follows:

BE IT HEREBY ORDAINED by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendment to the Zoning Ordinance of the Town of Scarborough, Maine, be and hereby are adopted:

Excerpt from Zoning Ordinance, Section II:

C. ZONING MAP

The districts are shown on the Zoning Map. The Zoning Map is the document entitled “Town of Scarborough Maine GIS Zoning Map,” as such may be amended from time to time pursuant to section II (G) or section II (I) of this Ordinance, which document shall be maintained in digital electronic form in the Town’s geographic information system database and in printed form in the office of the Town Clerk. Additional printed copies shall also be available in the Planning and Code Enforcement offices. [Amended 12/15/2004]

The Zoning Map is hereby incorporated in and made a part of this Ordinance and shall be final authority as to the current status of district locations. Where uncertainty exists with respect to district boundaries as shown upon the Zoning Map, the following rules shall apply: [Amended 12/15/2004]

1. Unless otherwise indicated, district boundary lines are the centerlines, plotted at the time of adoption of or pertinent amendment to the Zoning Map, of streets, alleys, parkways, waterways, or rights-of-way of public utilities and railroads or such lines extended. [Amended 12/15/2004]

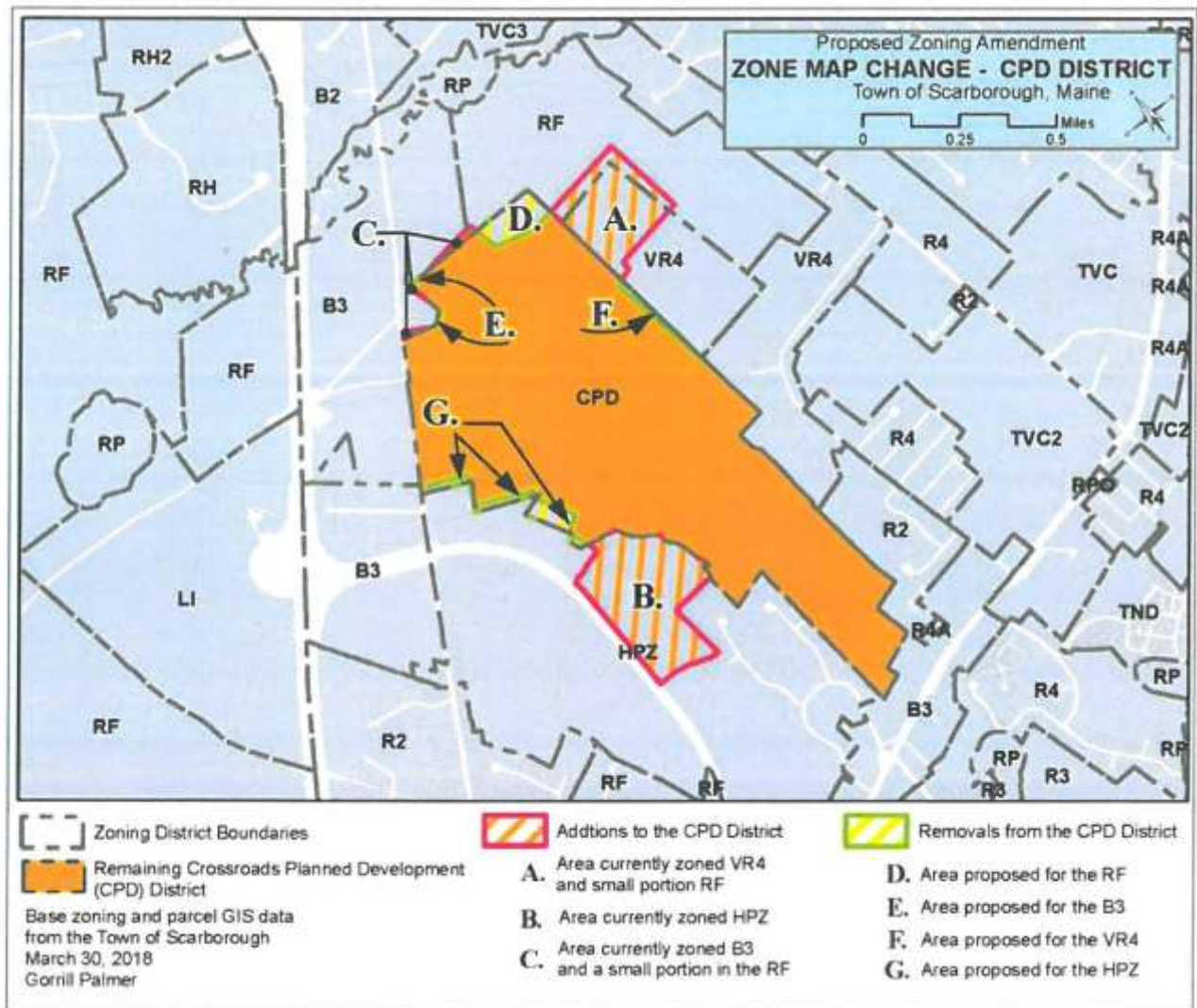
2. Unless otherwise indicated, where a district boundary apparently follows a property line, it shall be interpreted as such. Such property line shall be interpreted as one existing at the time of enactment or amendment of this Zoning Map. If any boundary as surveyed shall be different than as shown on the Zoning Map, such surveyed boundary shall control.

23. Other district boundary lines which are not listed in the preceding or following paragraph shall be considered as lines paralleling a street and at distances from the center lines of such streets as indicated by the Zoning Map. In the absence of a written dimension, the graphic scale on the Zoning Map shall be used. [Amended 12/15/2004]

34. Whenever uncertainty or a dispute exists as to the exact location of a district boundary line, the exact location of said line shall be determined by the Board of Appeals pursuant to Section V, B, 4, (f). [Amended 12/15/2004]

Vote 6 Yeas. 1 Nay [Councilor Rowan].

BE IT HEREBY ORDAINED, by the Town Council of the Town of Scarborough, Maine, in Town Council assembled, that the following amendment to the Official Zoning Map of the Town of Scarborough, Maine, be and hereby are adopted:



Vote on main motion as amended: 7 Yeas.

Order No. 18-036, 7:00 p.m. Public Hearing and action on the renewal requests for a Special Amusement Permit from the following businesses: Black Point Inn, located at 510 Black Point Road; Bayley’s Campground, located at 274 Pine Point Road; Migis Hotel Group Higgins Beach LLC d/b/a Higgins Beach Inn, located at 34 Ocean Avenue; Libby-Mitchell Post 76, located at 40 Manson Libby Road; Loyal Order of Moose, located a 19 Spring Street; The Landing at Pine Point, located at 353 Pine Point Road, Clambake Inc. located at 352 Pine Point Road, Bayley’s Lobster Pound located at 78 King Street; Togello, LLC, d/b/a The Garage BBQ, located at 3 East Grand Avenue and O’Reilly’s Cure located 264 US Route One. [Town Clerk] Chairman Donovan opened the public hearing. The following individuals spoke on this Order.

- Cliff Moulton from the Ross Road spoke on his concerns with Bayley’s Campground and the loud noise that comes from this establishment. He would like to see the Good Neighbor Noise

Ordinance enforced. He asked that the permit be issued with conditions as they continually disobey the ordinance.

- Laura-Lee Downs of Jones Creek Drive voiced her concerns with how late the music would go at the Bait Shed. I want to be a good neighbor and work things out. If reasonable hours, I understand.
- Susan Bayley Clough, owner of the Bait Shed and the Garage BBQ. We do consider our neighborhood and we are easily accessible. Entertainment would only be in the afternoon. We work together and we are vested in the community.

There being no further comments, the hearing was closed the hearing at 8:36 p.m.

Motion by Councilor Caterina, seconded by Councilor Babine, to move approval on the renewal requests for a Special Amusement Permit from the businesses listed in Order No. 18-036.

Vote: 7 Yeas.

Order No. 18-037, 7:00 p.m. Public Hearing and action on the new request for a Food Handlers License from Angela Wallace-Houle, d/b/a Sweet Frog Frozen Treats ME 2LLC, located at 300 Gallery Blvd. [Town Clerk] The Town Clerk gave a brief overview on this Order. Chairman Donovan opened the public hearing. There being no further comments either for or against the hearing was closed at 8:46 p.m.

Motion by Councilor Caterina, seconded by Councilor Caiazzo, to move approval on the new request for a Food Handlers License from Angela Wallace-Houle, d/b/a Sweet Frog Frozen Treats ME 2LLC, located at 300 Gallery Blvd.

Vote: 7 Yeas.

OLD BUSINESS:

Order No. 18-028. Second reading on the proposed Municipal/School Budgets for FY2019. [Town Manager] Thomas J. Hall, Town Manager, gave a brief overview on the proposed FY2019 Budget.

The following individuals spoke on this Order:

- Susan Hamill of Bay Street spoke on the proposed budget. She felt that no real effort was being made to bring the tax increase down. She felt that there should be no tax increase this year. She felt that the last election was a vote to listen to us. We deserve an honest budget.
- Ben Howard of Oak Dale Drive stated that he had met with the Superintendent and the School's Finance Committee and had a better understanding of what the budget entailed. He looked at the contractual agreements and compared them to surrounding communities. He found that Scarborough Teachers receive a higher percentage in pay increases than surrounding community.
- Paula O'Brien of Pond View Drive also spoke on the proposed budget and felt that the taxpayers would not be getting a tax reduction. The residential taxpayer deserves a break. Keep the budget under 3%. She felt there was plenty of places where both sides could remove money from their budget.

Motion by Councilor Babine, seconded by Councilor Caterina, to move approval of the second reading on the proposed Municipal/School Budgets for FY2019.

Motion by Councilor Hayes, seconded by Councilor Caterina, to move approval to amend the main motion and accept the Finance Committee’s recommendation to reduce the proposed FY2019 Budget by the amount of \$204,522 and to recommend to the Assessor an increase of \$350,000 in overlay for a new Net Budget of \$65,891,542.

Vote on Amendment: 7 Yeas.

Motion by Councilor Foley, seconded by Councilor Babine, to move approval to amend the main motion as amended, to reduce the Municipal Budget by an additional \$177,000, in benefits of non-union merit and salary adjustments resulting in a new Gross Municipal Operating Budget of \$34,2146,652.

Vote on Amendment:

2 Yeas.

5 Nays [Chairman Donovan, Councilors Babine, Caterina, Caiazzo & Rowan].

Motion by Councilor Foley, seconded by Councilor Babine, to move approval to amend the main motion as amended, to reduce the Education Budget by \$300,000, resulting in a new Gross Education Operating Budget of \$49,963,320.

Vote on Amendment:

2 Yeas.

5 Nays [Chairman Donovan, Councilors Babine, Caterina, Caiazzo & Rowan].

Main Motion as Amended:

Budget Order for Fiscal Year 2019

Be it ordered that the Scarborough Town Council will hold the second reading on the Fiscal Year 2019 Budget **Wednesday, May 16, 2018**, on the line item appropriations and expenditures for all offices, agencies and departments of the Town as follows, and approves other additional operating expenditures which may result from the receipt of Federal or State funds or other grants and subsidies not requiring local taxation:

SUMMARY MUNICIPAL OPERATING BUDGET 2019	
TOTAL EXECUTIVE	\$2,118,414
TOTAL HUMAN RESOURCE/GENERAL ASSISTANCE	323,651
TOTAL FINANCE ALL DIVISIONS	1,088,391
TOTAL MUNICIPAL INFORMATION SYSTEMS	1,443,506
TOTAL PLANNING DEPARTMENT ALL DIVISIONS	1,054,531
TOTAL COMMUNITY SERVICES ALL DIVISIONS	2,845,770
TOTAL LIBRARY NET – TOWN APPROPRIATION	1,152,091
TOTAL SEDCO	239,402
TOTAL FIRE ALL DIVISIONS	5,294,335
TOTAL POLICE ALL DIVISIONS	6,549,910
TOTAL PUBLIC WORKS ALL DIVISIONS	6,738,269
TOTAL DEBT (Town Only)	<u>5,579,904</u>
MUNICIPAL TOTALS	\$34,428,174

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Be it further ordered, that the Scarborough Town Council hereby appropriates the sum of **\$200,000** for Resident Senior Property Tax Relief as authorized under – Chapter 313 – Property Tax Assistance Ordinance; and,

Be it further ordered, that the Scarborough Town Council hereby appropriates, for school purposes, the Education Operating Budget (including school debt), the sum of **\$48,526,504** and the Town of Scarborough raises as the local share for the Education Operating Budget, the sum of **\$44,705,600** and,

Be it further ordered, that the Scarborough Town Council hereby appropriates, for school purposes, the Education Adult Education and Food Services, the sum of **\$1,736,816** and the Town of Scarborough raises as the local share for the Education Adult Education and Food Services Budgets, the sum of **\$286,792** and,

Be it further ordered, that the Town Council hereby authorizes the Chairperson of the Town Council to sign the Municipal Expenditure Warrant approving all expenditures paid at the regular meetings of the Town Council and;

Be it further ordered, that the Town of Scarborough hereby adopts the **Schedule of License, Permit and Application Fees** as presented and attached hereto – Chapter 311 – Town of Scarborough, Schedule of License, Permit and Application Fees, for Budget Presentation FY 2019; and,

Be it further ordered, that the Town of Scarborough hereby appropriates the Town’s due portion of the County Tax, in the amount of **\$2,827,079** for the period July 1, 2018 through June 30, 2019; and,

Be it further ordered, that the Scarborough Town Council hereby appropriates for capital purposes, the sum of **\$1,238,730** for school capital programs and **\$1,408,321** for town capital equipment and **\$1,237,750** for town capital improvements; for a total Capital Budget of **\$3,884,801** to be funded from property taxes, lease and bond arrangements and other local, state and federal sources; and,

Be it further ordered, that the Total Gross Budget of **\$92,925,429** this total less estimated revenues and other credits of **\$27,033,887** result in a Net Appropriation of **\$65,891,542**, which shall be raised from taxation. The Scarborough Town Council further fixes **Monday, October 15, 2018**, and **Friday, March 15, 2019**, as the dates upon each of which one-half of such tax is due and payable, and pursuant to 36 M.R.S.A. Section 505.4 with interest to accrue upon taxes due and unpaid after each such date at the rate of **8.00%** per annum.

Be it further ordered, that in accordance with 36 M.R.S.A Section 506, the Tax Collector/Treasurer is authorized to accept prepayment of taxes not yet committed or prior to any due date and pay no interest thereon. In accordance with 36 M.R.S.A. Section 506-A, a taxpayer that pays an amount in excess of that finally assessed shall be repaid the amount of overpayment plus interest from the date of overpayment at the annual rate of **4.00%**.

Be it further ordered, that the Town Council hereby authorizes the Finance Director-Tax Collector/Treasurer or Deputy Tax Collector/Treasurer to withhold monies payable to the Town of Scarborough to cover taxes due pursuant to M.R.S.A. Title 36, Section 905; to sign on behalf of the Town, the necessary deeds and liens and tax settlements; and to invest funds in accordance with M.R.S.A. Title 30-A, Section 5706; in accordance with 36 M.R.S.A. Section 906, the Tax Collector/Treasurer is authorized to apply any tax payment received as payment for any property tax

against outstanding or delinquent taxes due on that property in chronological order beginning with the oldest unpaid tax bill and processed in the order of liens and fees, interest and then to principal and, after the date of perfection of the tax, the Tax Collector/Treasurer is authorized to discharge any obligation to collect unpaid property taxes in the amount of \$5.00 or less and remove same from the municipal books, pursuant to 36 M.R.S.A. Section 970-A.

Be it further ordered, that in the event that that the 2019 Municipal Budget exceeds the Property Tax Levy Limit for fiscal 2019, pursuant to Title 30-A, Section 5721-A of the Maine Revised Statutes, as amended, it is the intent of the Town Council to increase the commitment to greater than the Property Tax Levy Limit.

**CHAPTER 311
TOWN OF SCARBOROUGH
SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES**

<u>Chapter 402a – Electrical Permit Fees</u>	<u>Fee</u>
Administrative Fee [for each application] (adopted 05/06/09)	\$30.00
<u>RESIDENTIAL</u>	
Minimum Fee (amended 05/06/09)	\$30.00
Square footage of any structure (adopted 05/06/09)	\$0.05
Service Inspection (adopted 05/06/09)	\$30.00
Each Garage – Under, Attached, Unattached (amended 05/06/09)	\$30.00
<u>RENOVATIONS</u>	
Rewiring Complete Existing Home – Same as New	
Each Room (amended 05/05/04)	\$15.00
Meter and Panel Upgrade (amended 05/06/09)	\$30.00
Alarm/Low Voltage (adopted 05/06/09)	\$30.00
Pools, In-Ground or Above (amended 05/06/09)	\$30.00
Storage or Utility Buildings (amended 05/06/09)	\$30.00
<u>COMMERCIAL</u>	
Minimum Fee	\$30.00
Square Footage of Any Structure (adopted 05/06/09)	\$0.05
All Signs – Each (amended 05/05/04) (amended 05/06/09)	\$30.00
Yard Lights – Up to 6 (amended 05/05/04) (amended 05/06/09)	\$40.00
Each Additional over 6 Yard Lights (amended 05/06/09)	\$10.00

<u>Chapter 404a – Local Plumbing Permit Fees Internal Permit Fee Schedule</u>	<u>Fee</u>
Administrative Fee [for internal permit applications](adopted 05/07/2014)	\$20.00
1. The minimum permit fee is: (amended 05/06/09)(amended 02/16/2011)	\$40.00
2. The fixture fee for all fixtures is per fixture and is: The fixture fees are no longer on a sliding scale. (amended 05/06/09)(amended 02/16/2011)	\$10.00 ea.
<u>EXTERNAL PERMIT FEE SCHEDULE COMPLETE SYSTEM</u>	
Non-engineered System (amended 05/06/09)(amended 02/16/2011)	\$250.00
Primitive Disposal System (includes alternative toilet) (amended 05/06/09)	\$130.00
Engineered System (amended 05/06/09)	\$250.00
<u>SYSTEM COMPONENTS (INSTALLED SEPARATELY)</u>	
Treatment Tank (amended 05/06/09)(amended 02/16/2011)	\$150.00

Holding Tank (amended 05/06/09)	\$130.00
Alternative Toilet (amended 05/06/09)	\$65.00
Disposal Area (amended 05/06/09)(amended 02/16/2011)	\$150.00
Engineered Disposal Area (amended 05/06/09)	\$200.00
Separated Laundry Disposal Area (amended 05/06/09)	\$50.00
OTHER	
External Permit Amendments (adopted 05/07/2014)	\$75.00
Seasonal Conversion Permit (amended 05/06/09)	\$65.00

Chapter 405 – Zoning	Fee
Requests for Zoning Amendments (Not from Planning Board or Town Council)	\$250.00
Contract Zoning – Non-Refundable Application Fee (11/20/02)(amended 05/05/04)	\$500.00
Zoning Determination Letter (adopted 05/07/2014)	\$35.00
Planning Administrative Review Fee (adopted 05/07/2014)	\$75.00
Review Fee for Private Way Registration (amended 06/02/04)	\$100.00
One (1) Dwelling Unit Credit (<i>as per Section VIID(E)1, Development Transfer Provisions</i>) (July 18, 2007)	
Affordable Housing In-Lieu Fee Per Dwelling Unit [Adopted 11/06/2013]	\$20,000
CODE ENFORCEMENT -	
Building Permit Fees [-a minimum of] (amended 05/06/09)	\$35.00
Residential / Commercial Unfinished, per square foot (amended 05/05/04) (amended 05/03/06)	\$0.20
Residential / Commercial Finished, per square foot (amended 05/05/04) (amended 05/03/06)	\$0.40
Renovations/Remodels/Alterations/Minor Additions, Residential/Commercial (adopted 05/07/2014)	\$10.00 per \$1,000 of est. cost of construction
Sheds less than 250 SF(adopted 05/07/2014)	\$35.00
Minimum Application Fee - Will be applied toward the building permit when issued. Applies to new construction and renovations over 1,000 square feet.	\$110.00
First Offense Double the Permit Fee	
Each Offense Thereafter Triple the Permit Fee	
Demolition Permit Fees (amended 05/05/04) (amended 05/06/09)(amended 05/02/2012)	\$50.00
Zoning Board Of Appeals - Per Appeal (amended 05/05/04)	\$250.00
Certificate of Occupancy/Change of Use Fee [no charge if in conjunction with other active permits) (adopted 05/06/09) (amended 05/07/2014)	\$50.00
Sign Permit Fees	
Permanent Signs – each (amended 05/05/04) (amended 05/06/09)	\$35.00
Temporary Signs – each (amended 05/05/04) (amended 05/06/09)	\$35.00
Plus Deposit Required (refundable deposit for removal of sign) (10/02/02)	\$300.00
Temporary Storage Containers - Per Application (10/01/97) (amended 05/05/04)	\$25.00
Heating Appliance Permit (adopted 05/07/2014)	\$35.00

The fees for electrical permits, plumbing permits and building permits shall include one inspection of the work covered by each permit. Typically permits include the following inspections: A) Foundation; B) Bed bottom for leech fields; C) Leech bed; D) Electrical; E) Plumbing; F) Framing; and, G) Certificate of Occupancy. For each re-inspection thereafter, per-permit, a fee of \$50 shall be

charged. If a re-inspection is required because the permit holder called for an inspection before the work was ready for inspection, such re-inspection shall not occur for at least two (2) weeks, unless the permit holder pays a surcharge of \$200 in addition to the \$50 re-inspection fee. For after the fact Certification of Occupancy/Change of Use Permits and Inspections, the fee is doubled (amended 10/06/04) (amended 05/07/2014)

<u>Chapter 405A - Floodplain Management</u>	<u>Fee</u>
Non-Refundable Permit Application Fee	\$50.00

<u>Chapter 405B - Site Plan Review</u>	<u>Fee</u>
Site Plan Application Fee (plus fee per Square Feet)(adopted 05/07/2014)	\$500.00
Site Plan Amendment Fee (plus fee per Square Feet)(adopted 05/07/2014)	\$250.00
Under 1,000 Square Feet (amended 05/07/2014)	\$0.00
1,000 to 2,000 Square Feet (amended 05/07/2014)	\$250.00
>2,000 to 5,000 Square Feet (amended 05/07/2014)	\$500.00
>5,000 to 10,000 Square Feet (amended 05/07/2014)	\$1,000.00
>10,000 Square feet and over, plus \$25.00 per 1,000 above 10,000 square feet (amended 05/07/2014)	\$1,000.00

<u>Chapter 405C – Shoreland Zoning</u>	<u>Fee</u>
Planning Board Review (adopted 05/07/2014)	\$250.00

<u>Chapter 406 - Subdivision Review</u>	<u>Fee</u>
Subdivision Application Fee (plus fee per lot) (adopted 05/07/2014)	\$750.00
Subdivision Amendment Application Fee (plus fee per lot) (adopted 05/07/2014)	\$250.00
Charge Per Lot (amended 05/05/04)	\$175.00

<u>Chapter 407 - Septic Tank Sludge Disposal Fees</u>	<u>Fee</u>
Field Spread - per gal. (amended 05/05/04)	\$0.04
Holding Tank - per gal. (amended 05/05/04)	\$0.08
Disposal Of Treatment Plant Sludge S.S.D. Only - per gal. (amended 05/05/04)	\$0.08
Disposal Of Industrial Sludge & Wastes - per gal. (amended 05/05/04)	\$0.08
Grey Water 2,000 Gallons, Maximum Load - per load (amended 05/05/04)	\$4.00

<u>Chapter 408 - Extractive Industry, Waste Control, Landfill, And Land Reclamation</u>	<u>Fee</u>
Plan Review Fee - Minimum fee (amended 05/05/04) (amended 05/07/2014)	\$250.00
Additional Fee Per Acre In Excess Of 10 Acres - Per additional acre over 10 acres (amended 05/05/04)	\$15.00

<u>Chapter 410 - Road Impact Fee Ordinance And Designating Approved Projects</u>			
The following fees and charges are established for development and the following projects are designated as eligible for funding from the Highway Impact Fee Trust Fund:			
Fees	Peak Hour Trips		Cost of Trip
A. District 1	N	X	\$149.43
B. District 2	N	X	\$292.42
C. District 3	N	X	\$499.05
D. District 5	N	X	\$1,024.52
Where N = Estimated number of peak hour trips. Total trips generated during the p.m. peak hour for			

a development can typically be determined by trip rates presented in the 1987 Institute of Transportation Engineers (ITE) “Trip Generation” handbook, or estimated by field measurements collected at similar type developments. If, however, the ITE handbook does not have applicable rates, then the rates should be based on sufficient field data collected at a similar site. There are several types of development (i.e., fast food, shopping plazas, convenience stores, etc.) that simply redirect existing pass-by trips already on the existing roadway system; these trips should not be included in the assessment system. Only “new” trips to the system roadways should be assessed a development fee.

The total Impact Fee for a project shall be the sum of the fees for each district affected.

Projects eligible for funding from the Road Impact Fee Trust Funds are those projects depicted on the 100 scale aerial photographs titled “Long Range Transportation Improvement Program” (April 1989), prepared by Vanasse Hangen Brustling, Inc. as part of the 1988 Maine Mall/Jetport Area Traffic Study conducted for the Portland Area Comprehensive Transportation Study (PACTS) and the Maine Department of Transportation.

<u>Chapter 413 – Growth Ordinance</u>	<u>Fee</u>
Application Fee (amended 11/03/04)	\$1,500.00

<u>Chapter 500 - Trailer & Trailer Camp</u>	<u>Fee</u>
Application Fee, minimum	\$27.50
Each unit in excess of 10 (amended 05/21/2008)	\$3.75
Maximum Fee (amended 05/21/2008)	\$200.00

<u>Chapter 501 - Tenting & Camping Ordinance</u>	<u>Fee</u>
Annual Fee For Tenting/Camping Season License, per lot (amended 05/05/04; 05/21/2008)	\$2.25

<u>Chapter 601 – Traffic Ordinance [amended 05/02/2012]</u>	<u>Fee</u>
Section 26 – Penalties General (05/03-2006)	
Fine for any violation of this ordinance is:	\$80.00
If paid within 30-days of issuance of the ticket the fine is reduced to:	\$40.00
Section 27 – Illegally Parked Vehicles (05/03-2006)	
Fine for illegally parked vehicle, except handicapped parking violation is:	\$80.00
If paid within 30-days of issuance of the ticket parking fine is reduced to:	\$40.00
Fine for parked vehicle violating handicapped parking is:	\$120.00
If paid within 30-days of issuance of the ticket parking fine is reduced to:	\$60.00
Section 30 – Towing Rate Schedule -	
Service Call - Gas, Jumpstarts, lockouts, tire change, etc. Range	\$25.00 to \$40.00
Vehicle Storage, per day, INCLUDING non-business days (amended 05/07/2014)	\$40.00 per day
Call out fee, to come to shop during non-business hours (amended 05/07/2014)	\$40.00
Vehicle Tow	
Day (amended 05/07/2014)	\$80.00
Night (amended 05/07/2014)	\$90.00
Snow Tow – Range	
Day (amended 05/07/2014)	\$90.00
Night (amended 05/07/2014)	\$100.00
Vehicle Tow w/dollies – Range (amended 05/07/2014)	\$80 to \$100

Motorcycle Tow – Same as vehicle due to special equipment	
Pull out – Range	\$40 to \$85
Recovery – Same as tow, depending on time of day. After first hour \$70 per additional hour plus any special equipment, i.e., bulldozer, etc.	
Definition of Hours – Daytime Hours = 0700 to 1800 hours; Night Time Hours = 1800 to 0700 hours	

<u>Chapter 602A – Mass Gathering</u>	<u>Fee</u>
Application Fee, each event; 1,000 – 2,500 (Number of anticipate patrons) [amended 05/05/04; 05/21/2008; 06/06/2012]	\$175.00
Application Fee, each event; 2,501 – 5,000 (Number of anticipate patrons) [adopted 06/06/2012]	\$350.00
Application Fee, each event; >5,000 (Number of anticipate patrons) [adopted 06/06/2012]	\$500.00

<u>Chapter 607 - Alarm Systems</u>	<u>Fee</u>
False Alarm Fee - per occurrence after third false alarm within one year (amended 05/05/04)	\$250.00

<u>Chapter 608 – Fireworks Ordinance</u>	<u>Fee</u>
Non-Refundable Local Fireworks Display Permit Application Fee (amended 06/15/05)	\$50.00

<u>Chapter 612 – Rules & Regulations for Use of Parks & Recreation Facilities</u>	<u>Fee</u>
Application Fee	\$100.00
Application Fee for Non-Profit or Service Groups	\$50.00

<u>Chapter 702 - Street Opening, Fees</u>	<u>Fee</u>
Excavator License Fee Annual (amended 05/07/2014)	\$125.00
Excavation Permit Fee - Each Excavation (amended 05/05/04)	\$50.00
Renewal Of Excavation Permit (amended 05/05/04)	\$50.00
<u>Other Charges</u>	
1. Removing and replacing regulatory signs	\$50.00 each
2. Removing and replacing street name and stop signs	\$50.00 each
3. Reinstalling street and right of way granite monuments	\$800.00 each
4. Long-term maintenance reserve for bituminous street openings	\$25.00 per sq. yd.

<u>Chapter 901 – Refuse collection Fee</u>	<u>Fee</u>
1. Commercial Hauler	\$500.00 each
2. Residential Hauler	\$500.00 each
Applications for license renewal received after March 1 st shall pay a late fee in the amount of \$100.00 in addition to the regular application fee. (05/03/2006)	

<u>Chapter 1002 - Shellfish Ordinance, Fees</u>	<u>Fee</u>
Resident Commercial	\$200.00
Non-resident Non-reciprocating Commercial	\$400.00
Resident Student Commercial	\$100.00

Non-resident Student Commercial	\$200.00
Over - 60 Years Resident Commercial (Bushel)	\$100.00
Resident Recreational - (Over 65 Free)	\$25.00
All Day Licenses – Resident and Non-resident (amended 04/06/05)	\$10.00
<u>Chapter 1003 – Hawkers & Peddlers</u>	
	<u>Fee</u>
License Fee for Hawkers & Peddlers License (05/21/2008)	\$110.00
<u>Chapter 1004 - Taxicab Licenses</u>	
	<u>Fee</u>
Annual License - Each Taxicab (amended 05/05/04) (amended 05/06/09)	\$150.00
Annual License - Each Operator (amended 05/05/04) (amended 05/06/09)	\$50.00
<u>Chapter 1005 - Innkeepers Licenses (06/21/2006)</u>	
	<u>Fee</u>
Application Fee	\$50.00
Per Room Fee	\$3.00 per room
Maximum Fee Not to Exceed	\$350.00
<u>Chapter 1006 - Ferry Beach/Hurd Park Fees Season Passes</u>	
	<u>Fee</u>
Resident And/Or Taxpayer Season Pass - (includes Ferry Beach, Higgins Beach and Hurd Park) (amended 05/05/04; 05/18/11)(amended 05/02/2012) (amended 05/07/2014)	\$40.00
Resident - Additional Vehicle Registered to the Same Address	\$5.00
Non-Resident Season Beach Pass - (includes Ferry Beach Higgins Beach and Hurd Park) (amended 05/05/04) (amended 05/02/2012) (amended 05/07/2014)(amended 12/20/17)	\$150.00
Higgins Beach – Metered parking spaces on Bayview Avenue Fee [adopted 05/17/17]	\$1.00 Hourly
Pass Card for Meters [adopted 12/20/17)	\$1.00
Resident Commercial Fisherman Season Beach Pass - (Ferry Beach <u>only</u> , <i>must</i> show State Commercial Fisherman License)	FREE
Resident Senior Citizen Season Pass - (includes both Ferry Beach, Higgins Beach and Hurd Park)	FREE
Resident Veteran Lifetime Season Pass – Applications must be filed and applicant must meet the following criteria: must be a resident of the Town of Scarborough and must have received an honorable discharge or general discharge under honorable conditions [copy of DD214 must accompany application]. This pass will not expire and is valid for the lifetime of the holder. (Please note that any Scarborough Veteran age 60 years or older will not be issued a Resident Veteran Season Pass as they are automatically entitled to a free Resident Senior Citizen Season Pass.) (Adopted 05/19/2010)	FREE
<u>DAILY PARKING RATES (WITHOUT PASS)</u>	
Daily Parking: Ferry Beach, Higgins Beach And Hurd Park (amended 05/05/04) (amended 05/02/2012)(amended 12/20/17)	\$15.00
Morning Parking Fee (e.g. Passenger Vehicles, Motor Bikes) – 5:30 AM to 9:00 AM (adopted 12/20/17)	\$5.00
End of Day Parking Fee (e.g. Passenger Vehicles, Motor Bikes) – 3 PM to 6 PM (amended 05/03/05)(amended 12/20/17)	\$5.00
Larger Vehicle Daily Parking Fee - (R.V.'s, Campers and Buses) (amended 05/05/04)(amended 12/20/17)	\$45.00

<u>BOAT LAUNCHING FEE</u>	
Launching from any town facility, includes Ferry Beach Boat Launch and Co-op Boat Launch (Note – Ferry Beach – parking is not included)	
Resident – Daily Boat Launching Fee (amended 05/05/04)	\$10.00
Resident – Seasonal Boat Launching Fee	\$25.00
Resident – Additional Boat Launching Fee Registered to the Same Address [Amended 05/18/16]	\$5.00
Resident Commercial Fisherman Seasonal Boat Launch Pass	Free
Non-Resident – Daily Boat Launching Fee (amended 05/05/04)	\$20.00
Non-Resident – Seasonal Boat Launching Fee (amended 12/20/17)	\$75.00
<u>Chapter 1007 - C.A.T.V. (Cable T.V.) Operators Fees</u>	
	<u>Fee</u>
Franchise Filing Fee (Amended 05/04/2011)	\$1,000.00
<u>Chapter 1008 - Special Amusement Operator License Fees</u>	
	<u>Fee</u>
Annual License Fee	\$110.00
<u>Chapter 1009 – Coin Operated Game License Fees</u>	
	<u>Fee</u>
Annual License Fee - Per Machine (B-2 Zone)	\$110.00
Annual Video Arcade License Campgrounds (R-F Zone) Maximum of 25 machines (amended 05/03/06)	\$1,500.00
<u>Chapter 1010 - Massage Establishment Annual License Fees</u>	
	<u>Fee</u>
Massage Establishment	\$55.00
Combined Massage Establishment/Massage Therapist	\$35.00
Massage Therapist	\$30.00
<u>Chapter 1011 - Para-Massage Establishment Annual License Fees</u>	
	<u>Fee</u>
Para-Massage Establishment License	\$55.00
Para-Massager License	\$30.00
Combined Para-Massager Est./Para-Massager License	\$35.00
<u>Chapter 1012 - Adult Business - Viewing Booth Annual License Fees</u>	
	<u>Fee</u>
Annual License For Each Viewing Booth	\$110.00
<u>Chapter 1013 - Ice Cream Trucks (06/18/97)</u>	
	<u>Fee</u>
Application Fee	\$110.00
Each Additional Truck	\$30.00
<u>Chapter 1017 – Pawnbroker Fees/Secondhand Dealer Fees (02/17/2010; amended 05/18/16)</u>	
	<u>Fee</u>
Application Fee	\$100.00
SBI Check	\$25.00
<u>Chapter 1201 - Cemetery Fees</u>	
	<u>Fee</u>
Sale Of Lots -	
Scarborough Memorial Cemetery Per Grave (amended 05/05/04)	\$400.00
Scarborough Memorial Cemetery – Section D, Lots for Cremations Only (adopted 02/16/2011)	\$220.00

Grave Opening Charges	
Regular Burial (amended 05/05/04 – 05/04/2011)	\$450.00
Cremations/Other (Weekends) (amended 05/05/04 – 05/04/2011)	\$125.00

Chapter 1401 – Coastal Water and Harbor Fees [amended 02-20-13]	Fee
Annual Mooring & Pier Use Fees	
Recreational Pier Use - Resident and/or Taxpayer (amended 05/05/04) (amended 12/20/17)	\$50.00
Recreational Pier Use - Non-Resident (amended 05/05/04) (amended 12/20/17)	\$150.00
Commercial Pier User – Resident and/or Taxpayer (amended 12/20/17)	\$100.00
Commercial Pier User – Non-Resident (amended 12/20/17)	\$300.00
Recreational Mooring & Pier Use Fee – Resident and/or Taxpayer (amended 12/20/17)	\$100.00
Recreational Mooring & Pier Use Fee – Non-Resident (amended 12/20/17)	\$250.00
Commercial Mooring & Pier Use Fee – Resident and/or Taxpayer (amended 12/20/17)	\$150.00
Commercial Mooring & Pier Use Fee – Non-Resident (amended 12/20/17)	\$400.00

Assessing Office Charges	Fee
Printouts	
Name/Location/Map & Lot	\$25.00
Name/Address/Location/Map & Lot	\$50.00
Name/Location/Map & Lot/Assessment	\$75.00
Name/Address/Location/Map/Lot/Assess	\$75.00
Name/Address/Location/Map/Lot/Assess/Ref.	\$100.00
Valuation Report – Printout per page	\$2.00
Mailing Labels – Each [amended 05-17-17]	\$.10
Copy of Property Card	\$2.00
Large Map	\$5.00
Reduced Map	\$2.50
Reduced Set of Maps	\$200.00

Fire Department Fees	
Fire Department Construction Permit & Plans Review Fees	Fee
A Fire Department construction permit is required for any new construction, or remodeling of existing commercial space, or erection of any temporary structures for commercial purposes. The permit allows us to review important information concerning life safety issues, the buildings alarm & suppression systems, utility connections, heating system information, water supply, hazardous materials, fire lanes, and a variety of other items prior to the start of construction. (amended 11/05/03)	
Minimum Administrative Construction Permit Fee [amended 05/18/16]	\$35.00
Construction permit fees for all commercial buildings shall be [amended 05/17/17]	\$0.15 per sq. ft.
Commercial structures include any building that is non-residential, or any residential complex that has three or more living units.	
Construction permit fees cover the following services:	
Initial conference and fact finding discussion	
Concept plans review for compliance with local ordinances	

Site Plan review	
Construction plans review	
Follow-up meetings with contractors, architects, and building owners	
Structural building inspections as necessary during construction	
One (1) comprehensive alarm system and fire suppression system test to be scheduled after coordination of reporting information with the Fire Department, and after all components have been installed to the applicable codes and pre-tested through to the monitoring company.	
One (1) final Certificate of Occupancy inspection to be scheduled when all Federal State and Local codes have been met and the building is ready for occupancy.	
Additional Fire Dept. Construction Permits & Plans Review Fees	
Commercial Renovations/Remodels/Alterations/Minor Additions [amended 05/17/17]	\$5.00 per \$1,000 of estimated cost of construction
Re-inspection of alarm & fire suppression system testing required due to improper pre-testing, installation, or lack of coordination with the Fire Department concerning appropriate reporting requirements. (amended 05/05/04) (amended 05/06/09)	\$100.00 first occurrence and \$200.00 for second and any subsequent occurrence
Re-inspection fee for Certificate of Occupancy (amended 05/05/04) (amended 05/06/09)	\$100.00 first occurrence and \$200.00 for second and any subsequent occurrence
Commercial Fire Alarm Plan Review & Permit Fees (adopted 05/06/09; amended 05/18/16)	
Minimum Administrative Permit Fee [amended 05/18/16]	\$35.00
New Fire Alarm Control panel [amended 05/18/16]	\$100.00
Replacement of Fire Alarm panel with Exiting Devices [amended 05/18/16]	\$100.00
New Initiation or Notification Devices [amended 05/18/16]	\$50.00
Commercial Sprinkler System Plan Review & Permit Fees (adopted 05/06/09; amended 05/18/16)	
Minimum Administrative Permit Fee [amended 05/18/16]	\$35.00
New Sprinkler Heads [amended 05/18/16]	\$1.00/Head
Relocation of Sprinkler Head [amended 05/18/16]	\$0.50/Head
Fire Pump Installations [amended 05/18/16]	\$100.00 Each
Fuel Canopy Installation [amended 05/18/16]	\$100.00 Each
Kitchen Suppression System Installation [amended 05/18/16]	\$100.00 Each
Blasting Permit Fee (adopted 05/06/09)	\$50.00
Fire Department Fees	Fee Per Hour
Aerial / Ladder Truck	\$150.00
Pumper Truck	\$125.00
Squad Truck	\$125.00
Command Van	\$100.00
Rescue Unit	\$100.00
Tank Truck 4 x 4/Marine Rescue Boat (amended 05/07/2014)	\$75.00
Utility Truck/Chief or Duty Officers SUV (amended 05/07/2014)	\$50.00
All-Terrain Vehicles (amended 05/07/2014)	\$25.00

Personnel Labor [amended 05/01/2013]	\$45.00
<u>Fire Department Rescue Charges</u>	<u>Fee</u>
Base Rescue Charges:	
Based on bundled rate plan adopted May 1, 2013, these rates shall automatically adjust when and by the same % as those established and approved by the Centers for Medicare & Medicaid Services (CMS).	
Basic Life Support Non-Emergency (adopted 05/01/2013) (amended 05/07/2014)(05/20/15; amended 05/18/16; amended 03/15/17; amended 05/17/17)	\$589.04
Basic Life Support Emergency (adopted 05/01/2013)(amended 05/07/2014) (05/20/15; amended 05/18/16; amended 03/15/17; amended 05/17/17)	\$589.04
Advance Life Support Level 1 Emergency (adopted 05/01/2013) (amended 05/07/2014) (05/20/15; amended 05/18/16; amended 03/15/17; amended 05/17/17)	\$908.74
Advance Life Support Level 2 Emergency (adopted 05/01/2013) (amended 05/07/2014) (05/20/15; amended 05/18/16; amended 03/15/17; amended 05/17/17)	\$1,289.37
Additional Rescue Charges:	
Mileage (adopted 05/07/2014) (05/20/1; amended 05/18/165; amended 05/17/17)	\$12.50
No Transport (amended 05/05/04)(amended 05/06/09)(amended 01/18/12)	\$125.00
Paramedic Intercept Fee (05/21/2008)	\$300.00
Fees are set by State Statutes – pursuant to Title 22, Health and Welfare, subtitle 2, §1711, pertaining to <i>Fees charges</i> , and as amended from time to time. (adopted 05/07/2014)	

<u>Chapter 1015 -Food Handlers Registration Fee</u> <u>(adopted 05/03/06)(amended 05/21/08)(amended 05/05/2010)</u>	
Food handlers Registration Fee – Year Round Business	\$220.00
Seasonal, catering and in-home food handlers [Seasonal - 6 months or less]	\$110.00

<u>Chapter 1016 - Garage/Yard Sale (adopted 03/07/2007)</u>	<u>Fee</u>
Garage/Yard Sale Permit	\$5.00 per sale

<u>Horse Beach Permit (per rider) (adopted 10/02/02)</u>	<u>Fee</u>
All Permits (amended 05/06/09; amended 09/16/09)	\$20.00

<u>Interest Penalties (adopted 05/02/2007)</u>	<u>Penalty</u>
Interest on fees, charges or payments owed to the Town which are more than 30-days past due	1.5% per month

<u>Miscellaneous Fees (adopted 05/03/05) (amended 02/15/06)</u>	<u>Fee</u>
Marriage Ceremonies Performed (amended 02/15/06)	\$50.00
Miscellaneous Administrative Fees – Town Clerk’s Office (amended 05/06/09)	\$15.00
Replacement Fee for all Applications and Licenses/Permits (adopted 05/04/2011)	\$5.00
Genealogy / Research – \$3.00 per name, whether or not a record is found, this includes a photocopy. For an attested copy, the fee is as set by the State of Maine Office of Vital Records.	
Dog License Late Fee – Upon receipt of the rabies certificate(s) from the State of Maine the Town Clerk’s Office will notify owner(s) they need to	\$25.00 per dog

register their dog(s) within 10-days. If a resident fails to license their dog(s) within 10-days of notification from the Town Clerk's Office a late fee will be charged for each dog. (05/21/2008) (amended 05/07/2014)	
Non-sufficient Funds (adopted 05/07/2014)	\$30.00

<u>Notary Fee (amended 3/6/96; 05/05/04; 05/21/2008)</u>	<u>Fee</u>
First 3-pages	\$10.00
Any Documents more than 3-pages	15.00
<u>Photocopies</u>	<u>Fee</u>
Single Sheets - Their Original	
8 ½ x 11 Regular, each copy	\$0.25
8 ½ x 14 Legal, each copy	\$1.00
11 x 17 Ledger, each copy	\$1.50
<u>Photocopies (amended 3/6/96)</u>	<u>Fee</u>
Single Sheets - Our Document	
8 ½ x 11 or 14 or 17, first page	\$2.00
Each Additional Page	\$0.50
Maps, each copy	\$5.00
Meeting DVD [Copying]	\$25.00
Electronic Responses to Requests (adopted 05/07/2014)	\$15.00 per hour [or any part thereof]

<u>Police Department Charges</u>	<u>Fee</u>
Special Police Charge, Per Hour (amended 05/05/04; 05/02/07; 05/21/2008; 05/04/2011)	\$43.90
Police Cruiser Charge (adopted 05/07/2014)	\$46.35 per every four hours
Notice of minimum charge if event is canceled without proper notice	
Police Reports	
First Page (amended 05/05/04)	\$12.00
Each Additional Page (amended 05/05/04)	\$1.50
Fingerprinting	
For Civilians' Personal Use (not criminal), each set	\$3.00
Copy Of Video Tape	
Blank Tape Provided (amended 05/05/04)	\$12.00
No Tape Provided (amended 05/05/04)	\$15.00

<u>Public Works Department Charges</u>	<u>Fee</u>
Fee for Building Coordination Form (05/05/04)	\$25.00

<u>Voter Registration Fees (amended 09/06/2006)</u>	<u>Fee</u>
Fees are as set by the Secretary of State's Office pursuant to Title 21-A, Section 2, §4, <i>Fees</i> , and as amended from time to time.	

<u>Vehicle Registration Fee</u>	<u>Fee</u>
Fees are set by the Secretary of State's Office, Department of Motor Vehicles pursuant to Title 29-A, Subchapter 2 §, <i>Fees</i> , and as amended from time to time. [amended 05/02/2012]	

Roll Call Vote: Councilor Babine - Yea Councilor Caterina - Yea
 Councilor Rowan - Yea Councilor Hayes - Nay
 Councilor Foley - Nay Councilor Caiazzo - Yea
 Chairman Donovan - Yea

Motion by Councilor Babine, seconded by Councilor Foley, to move approval to go suspend the Rules the 10:00 p.m. deadline to finish the agenda.

Vote: 7 Yeas

NEW BUSINESS:

Order No. 18-038. Act on the recommendation to appointment Arthur Colvin of ecoMaine, as the Representative from Scarborough, to serve on the Long Creek Watershed Management District Board of Directors. [Planning Department] Motion by Councilor Babine, seconded by Councilor Caiazzo, to move approval of the appointment of Arthur Colvin of ecomaine as the Scarborough Public Landowners Representative for another 3 years.

Vote: 6 Yeas [Councilor Caterina not in Chambers].

Order No. 18-039. Act on the appointment of Jean-Marie Caterina to the Maine Municipal Legislative Policy Committee. [Town Manager] Motion by Councilor Babine, seconded by Councilor Caterina, to move approval of the appointment of Jean-Marie Caterina to the Maine Municipal Legislative Policy Committee.

Vote: 6 Yeas [Caterina]

Order No. 18-040. Act on the request from the Town Clerk to certify the results of the Special Recall Election that was held on Tuesday, May 8, 2018. [Town Clerk] Motion by Councilor Babine, seconded by Councilor Caterina, to move approval on the request from the Town Clerk to certify the results of the Special Recall Election that was held on Tuesday, May 8, 2018; as follows:

Pursuant to Section 903.8 of the Town Charter, I present for certification by the Town Council, the election results for the Special Recall Election that was held on Tuesday, May 8, 2018:

<u>Donna Beeley</u>	<u>Cari Lyford</u>	<u>Jodi Shea</u>
Yes: 3,086	Yes: 3,047	Yes: 3,040
Nays: 1,496	Nays: 1,535	Nays: 1,550
Blanks: 14	Blanks: 12	Blanks: 6
Total votes cast: 4,596	Total votes cast: 4,594	Total votes cast: 4,596

There are approximately 16,741 active voters on our voter registration list for this Election [does not include same day registration]. There were 4,596 voters who cast ballots in the May 8th Election. There were 1,950 absentee ballots issued, of which 1,902 were accepted and processed and 4 were rejected [either envelope was not signed or the aide section was not properly completed]. The percentage for voter turnout for this Election was 27%.

Councilor Caiazzo thanked the 3 ladies for their service to the community. Councilor Rowan also thanked and Councilor Caterina. Councilor Babine thanked the families of these individuals. Councilor Hayes and Foley – echoed the comments made by fellow Councilors.

Vote: 7 Yeas.

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

- Councilor Caiazzo gave an update on the Energy Committee.
- Councilor Caterina Vision Committee with SEDCO
- Councilor Foley mentioned the John Andrews 5K that would be held this Saturday. This is a fundraiser for the Eastern Trail.

Item 10. Town Manager Report. None at this time.

Item 11. Council Member Comments.

- Councilor Foley congratulated the Girls' Lacrosse Team.
- Councilor Caiazzo congratulated Jonathan Hayes on being the recipient of the Cornel Book Award.
- Chairman Donovan noted that the next step on the Recall is up to the Board, they need to decide whether to hold a special election or wait until November. He thanked everyone for civility at the April 25th hearing and went on to thank the Clerk's Office for all their work.

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

Vote: 7 Yeas.

Meeting adjourned at 10:14 p.m.

Respectfully submitted

Yolande P. Justice
Town Clerk