



City of
South 
Portland

ANNUAL REPORT 2022

PHOTO:

SPRING POINT LEDGE LIGHTHOUSE WITH HOLIDAY LIGHTS

SPRING POINT LEDGE LIGHTHOUSE

SPRING POINT LEDGE LIGHTHOUSE IS THE ONLY CAISSON-STYLE LIGHT STATION IN THE UNITED STATES THAT VISITORS CAN WALK TO. LOCATED ON THE BREAKWATER AT SOUTHERN MAINE COMMUNITY COLLEGE IN SOUTH PORTLAND, THE LIGHTHOUSE HAS BEEN AN INTEGRAL PART OF THE HISTORY OF PORTLAND HARBOR AND CASCO BAY SINCE 1897. IT WAS LISTED ON THE NATIONAL HISTORIC REGISTER IN 1988.

THE UNITED STATES COAST GUARD CONTINUES TO MAINTAIN THE AIDS TO NAVIGATION, THE LIGHT AND FOG SIGNAL, HAVING TRANSFERRED OWNERSHIP OF THE LIGHTHOUSE STRUCTURE TO THE SPRING POINT LEDGE LIGHT TRUST IN 1998. THE TRUST IS AN ALL-VOLUNTEER 501 (C)(3) PUBLIC CHARITY COMMITTED TO THE PRESERVATION OF THE LIGHTHOUSE.

WEBSITE: [HTTPS://SPRINGPOINTLEDGELIGHT.ORG](https://springpointledgelight.org)



CITY OF SOUTH PORTLAND

**ANNUAL REPORT
FISCAL YEAR 2022
JULY 1, 2021—JUNE 30, 2022**

THANK YOU!

***TO ALL THOSE WHO CONTRIBUTED TO THIS YEAR'S PHOTOS AND
REPORTS.***



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CITY COUNCIL

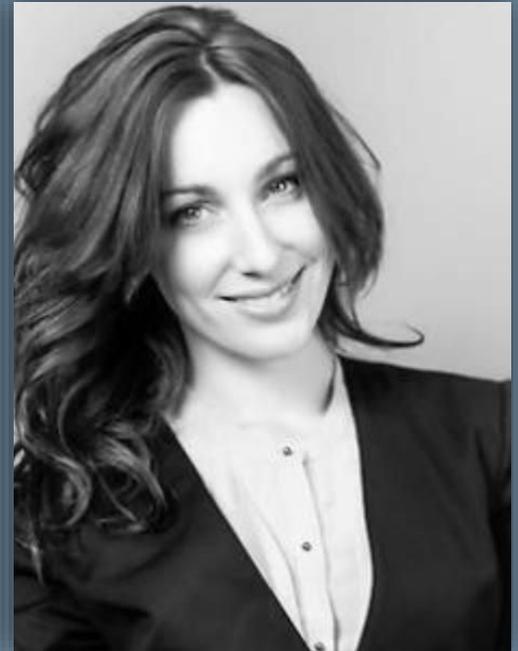
CITY COUNCIL APPOINTED OFFICIALS



SALLY DAGGETT, JENSEN BAIRD
CORPORATION COUNSEL



SCOTT MORELLI
CITY MANAGER



EMILY SCULLY
CITY CLERK



From Left, Back Row: Scott Morelli (City Manager), Jocelyn Leighton, Susan Henderson, Katelyn Bruzgo, Katherine Lewis, Emily Scully (City Clerk), and Sally Dagget (Corporation Counsel)

From Left, Front Row: Linda Cohen, Deqa Dhalac, Misha Pride

Dear Community,

As Mayor for South Portland from December 2021 to December 2022, I am pleased to present you with the Fiscal Year 2021-22 Annual Report. Within these pages you will find highlights of the excellent work accomplished this year by staff across the City, who helped South Portland emerge from the pandemic with greater strength and resiliency than ever.

Each year, the City Council sets priorities to guide our work on behalf of the residents we serve. Our priorities for 2021 and 2022 included:

- Address Climate Change
- Improve Diversity, Equity, and Inclusion
- Keep Housing Affordable and Available
- Support Public Health and Human Services
- Improve Advocacy Effectiveness at the Regional, State and National Levels
- Improve Communications between our Boards and Committees, and the City Council
- Finalize Plans in the Works
- Maintain Fiscal Responsibility

These priorities are reflected in many of the actions the Council has taken and investments we've made this fiscal year. These shine through in much of the work you see detailed in this annual report. To share just a few examples, the City Council:

- Supported the implementation of South Portland and Portland's joint *One Climate Future* plan, financially and through policymaking, to address the climate crisis
- Declared racism a public health emergency and

approved Phase I funding for a review of City ordinances to root out systemic racism

- Took action to keep housing affordable, including passing an emergency eviction moratorium and rent increase cap and expanding our Senior Property Tax Relief program
- Invested in the City's Social Services by approving the creation of a new position to assist with clients experiencing homelessness and those applying for General Assistance

Issued \$3.4M in American Rescue Plan Act grants to support a number of organizations and programs that strengthen our community through work on housing, food security, schooling, mental health services, childcare and after school, broadband and more.

And this is just a glimpse. Thank you to all of the residents who joined for Council meetings online and in person, voiced your opinions, served on boards and committees, and contributed to this community in the countless ways you have and continue to do.

It has been an honor to serve as your Mayor. I look forward to continuing my term as City Councilor in 2023 and working with the Council, City Manager, and most importantly: you, on creating the South Portland we desire for ourselves and future generations.

Deqa Dhalac
Mayor

BOARDS & COMMITTEES

AFFORDABLE HOUSING COMMITTEE

In 2016 the ad hoc Affordable Housing Committee completed its work analyzing the economic and regulatory environment affecting the quantity, quality, and affordability of housing in the City of South Portland, and recommended a total of 26 actions and policies for consideration in its final report. The recommendations are policies intended to create a balanced and adequate supply of housing for individuals and households of all incomes and age groups. The Committee has now received new orders to work on implementation of those policies and other recommendations in the report in the months ahead. The Committee will bring items to the Council as they become ready for formal action and will request additional workshops if further guidance is required. On Jul 16, 2019, with passage of ORDINANCE #3-19/20, the Affordable Housing Committee became a standing committee.

MIKE DUVERNAY
MIKE HULSEY
BEN MARTINEAU
BRENT WILSON
BROOKE BAILEY
SHAHIDA KEEN
MARIE PINEO
PATRICK HESS

JIM FLAHAVEN
MARK WIESENDANGER
HANNAH HOLMES
JAMES LAPLANTE
DOREEN GAY
JESSICA KESSLER
KATHRYN DiPHILIPPO
ALESSA WYLIE

ARTS & HISTORIC PRESERVATION COMMITTEE

This long time standing committee dissolved in December 2021 after passage of ORDINANCE #10-21/22 which created the **Public Arts Committee** and the **Historic Preservation Committee**.

KAREN TAYLOR
ANTHONY GRANDE
APRIL CARICCHIO
RYAN FRAZIER
JANA GRANT
CAROL KILROY
BERNADETTE KROON
JILL VAUGHN
LISA JOYCE
MAXINE BEECHER
CHAD MACLEOD
SUSAN HENDERSON
KRISTEN BARTH

AGE FRIENDLY SOUTH PORTLAND COMMITTEE

The Committee is charged with implementing the recommendations contained in the Report of Findings and Recommendations as presented to City Council on January 22, 2019 by the ad hoc Senior Citizen Advisory Committee. In general, these recommendations are geared toward helping seniors have better access to services and infrastructure so they may live safely and with dignity as they age. At the February 19, 2019 council meeting, the Council approved the ad hoc Senior Steering Implementation Committee to carry forward proposals made by the work of the Senior Citizen Advisory Committee. The Committee has been allotted \$15,000 to carry out this work.

On December 28, 2021, the City Council extended the charge of the Senior Steering Implementation Committee, renaming it "Age Friendly South Portland." Unless extended, the committee's charge ends January 1, 2024. The Age Friendly Committee organizes several community projects, such as the Sand Buckets for Seniors program and the Golden Shovel Award.

BICYCLE-PEDESTRIAN ADVISORY COMMITTEE

The Bicycle-Pedestrian Committee works to improve bicycle and pedestrian facilities in South Portland. The Committee is also responsible for advancing the City's Complete Streets Policy. As of October 15, 2019, this Committee is now governed by the rules set forth in Chapter 2 of the City's Code of Ordinances with current membership set to expire on September 1, 2022.

ALAN MILLS
CARL EPPICH
ERIK WEISENBURGER
JEFF WOODBURY
LAURA MAULDIN
ROSEMARIE DEANGELIS
PAUL NIEHOFF
ANTHONY GRANDE
JIM TASSE
MELISSA HUTCHINS
MILAN NEVAJDA
ROCCO NAVARRO
SUSAN HENDERSON

BOARD OF APPEALS

The Zoning Board of Appeals, which consists of seven residents serving a three-year term, hear zoning appeals or appeals of the Planning Board. The Board of Appeals references Chapters 2 and 27 of the City of South Portland Code of Ordinances. The Board of Appeals generally meets the fourth Monday of the month at 7 p.m. in Council Chambers, City Hall. Application deadlines are the Tuesday at least 20 days prior to the meeting date.

EDWARD KELLEHER
NICOLE REGAN
LISA VICKERS
RYAN CYR
CORY MCKENNA
AARON AMEDE
EMILY MCCONNELL
ALEX ANASTASOFF
ROBERT SCHWARTZ

NANCY FIELD
SUSAN BAGLEY
PAUL CLOUTIER
ANDREW SNYDER
BRAD FOX
ELIZABETH MORIN
JOSHUA VELEZ

BOARD OF ASSESSMENT REVIEW

The Board of Assessment Review is referenced in the City's Charter and meets when an assessment is disputed. Seven members are appointed by Council for a three-year term.

JENNIFER KIRK
MICHAEL FAULKINGHAM (RESIGNED)
COURTNEY PLADSEN (APPOINTED BY
COUNCIL TO FILL THE VACANCY)
RICHARD MATTHEWS
HANNAH BITJOKA
MATTHEW PERKINS
ANDREA LEVINSKY (RESIGNED)
MOLLY SCHEN (APPOINTED BY
COUNCIL TO FILL THE VACANCY)
ELYSE TIPTON
CLAIRE HOLMAN
JENNIFER RYAN

BOARD OF EDUCATION

The School Board is an elected board comprised of seven elected officials to set policy for the School Department.

BOARD OF HEALTH

On October 29, 2019, the City Council passed ORDINANCE #10-19/20, creating the City's Board of Health. As prescribed by state law, the Board of Health serves in an advisory capacity to the City's appointed Health Officer on issues within his/her purview pursuant to City Charter and State Law. It will also provide advice on health issues that are referred to it by City Council. Membership of this three (3) member Board, by State law, must include one physician and one woman. By ordinance, all members must have experience and knowledge in areas of public health. The Board of Health meets at minimum on a quarterly basis.

BRIDGET O'CONNOR
DR. TARA PELLETIER
REBECCA BOULOS
BARBARA SKELTON
JOSHUA POBRISLO

CITY FACILITIES PLANNING COMMITTEE

At the September 28, 2021 City Council meeting, the City Council passed ORDER #61, creating the ad-hoc City Facilities Planning Committee. The purpose of the ad-hoc City Facilities Planning Committee generally shall be to study the current and future needs of the Main Library, City Hall, Assessing, Planning & Development, Central Fire, and Police facilities, conduct an analysis of alternatives and options that considers City-owned and to-be-acquired land and buildings, and present the South Portland City Council a report with its recommendations. Unless their charge is extended by a majority vote of the City Council, the committee shall be considered dissolved upon presentation of their recommendations at a meeting of the City Council. The committee should be prepared to present its report to the City Council no later than January 1, 2023, unless otherwise extended by the Council.

SCOTT MORELLI
JOSHUA RENY
JAMES WILSON
DANIEL AHERN
KEVIN DAVIS
DONALD HOPKINS
BRAD WEEKS
ELLEN SANBORN
JULIE ROSENBAACH
JOSHUA MARTIN-MCNAUGHTON
DONALD LADD
CRAIG PIPER

BRENDAN WILLIAMS
GHOMRI ROSTAMPOUR
CHARLES MCNUTT (RESIGNED)
RICHARD MATTHEWS
VINCENT MAIETTA
BEN ARUTHER (RESIGNED)
DONALD COOK
PEDRO VAZQUEZ
LEE HARVEY

CIVIL SERVICE COMMISSION

The Civil Service Commission deals with all matters relating to the appointment, promotion, demotion, layoff, reinstatement, suspension and removal of members from the police and fire administration. The Civil Service Commission meets on demand. Their meetings are sometimes held at the South Portland Community Center and the Public Safety Building. Seven members are appointed by Council for a five-year term.

CLEAN AIR ADVISORY COMMITTEE

On September 10, 2019, the City Council passed ORDER #52 to establish the Clean Air Advisory Committee (CAAC). All agendas and minutes of the committee will be posted below. All meetings are open to the public. The purpose of the ad-hoc Clean Air Advisory Committee shall be to present the South Portland City Council with timely yet comprehensive recommendations on improving air quality throughout South Portland. On March 2, 2021, the Clean Air Advisory Committee (CAAC) presented their report and recommendations to the City Council. On November 30, 2021, the City Council voted to renew the charge and mission of the City's Clean Air Advisory Committee to implement the recommendations made in the report (See ORDER #95-21/22). Meetings resumed in February 2022. Unless otherwise renewed, the CAAC will dissolve on January 1, 2023.

BRIANNE HICKNELL
THOMAS MIKULKA
REBECCA BOULOS
ANTHONY MOFFA
DAVID PLUMB
DAVID FATATKO
SCOTT MORELLI

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Seven residents serving for three years are authorized by the Federal Code of Regulations under the Housing and Community Development Act (1974) to advise the City Manager and City Council on the needs and priorities of the social, economic, housing, and neighborhood revitalization needs and allocate funding received under the Housing and Community Development Program. This committee is annually tasked with reviewing the City's CBDG (Community Block Development Grant) applications and making recommendations to the City Council regarding which projects to fund.

MOYA BELL
ANTON HOECKER
RICHARD ROTTKOV
ABBY PECK
ERIN MASTERSON
TRUDY BAYLOCK
DAVID WEDICK (END OF TERM)
MIKE FLETCHER (RESIGNED)
MEGAN MCNAMARA (RESIGNED)
BRAD FOX (RESIGNED)

COMPREHENSIVE PLAN COMMITTEE

The Comprehensive Plan Committee was established effective April 1, 2022 to replace the Comprehensive Plan Implementation Committee. The purpose of the Comprehensive Plan Committee (CPC) is to assist the City Council in developing, updating, and implementing the City's Comprehensive Plan once adopted by the City Council and reviewed by the State of Maine Department of Agriculture, Conservation and Forestry or successor agency and certified by the same as consistent with applicable State law. The Committee is currently focusing on its initiative titled "SoPo 2040."

BROOKE BAILEY
CORY MCKENNA
MARTHA RIEHLE
MIKE HULSEY
PETER STANTON
ANTHONY GRANDE
ROBERT LISCORD
BARRY LUCIER
BOB FOSTER
KATHLEEN EGAN
PEDRO VAZQUEZ
CRAIG PIPER
MISHA PRIDE
JOCELYN LEIGHTON

HEATHER THOMPSON
BARBARA DEE
CORY MCKENNA
ALLISON SPRINGER
KATHI PERKINS
CATHERINE CHAPMAN
MICHAEL VINCENT

CONSERVATION COMMISSION

Seven residents serving a three-year term act as a research, advisory and advocacy group on environmental issues relating to the City. Some activities include: keeping an index of all open areas within the City and recommending programs for the better protection, development or use of those areas; prepare and distribute books, maps, charts, pamphlets, etc. that is pertinent; promotion of its open space and park plans.

DOGS AND PUBLIC SPACES ADVISORY COMMITTEE

At the September 28, 2021 City Council meeting, the Council passed ORDER #62, creating the ad-hoc Dogs and Public Spaces Advisory Committee. The purpose of the ad-hoc Dogs and Public Spaces Advisory Committee generally shall be to research and obtain public feedback on the issue of dogs in public spaces, to include public ways, public streets, public sidewalks, public parking lots, public parks, public open spaces, public beaches, and public trails (including the Greenbelt Walkway). This committee shall present the South Portland City Council with recommendations, to include whether there should be changes to existing City ordinances related to dogs in public spaces within the City. With the final report and recommendations presented to Council at the March 22, 2022 workshop, the Committee is now dissolved.

LINDEN THIGPEN
ELLEN CLANCY
COREY HAMILTON
JOHN MURPHY
DIANE GOTELLI
KARL COUGHLIN
KRISTINA ERTZNER

ECONOMIC DEVELOPMENT COMMITTEE

Seven residents serving three-year terms assisting in fostering a robust economy in South Portland so as to maintain and improve employment opportunities, retain existing business, attract new commercial investment, support a superior level of municipal services, and advance the general prosperity.

KEN BELL
JAMES LAPLANTE
DONNA LARSON KANE
STEVEN RILEY
MARANATHA MISHKIN
SARI GREENE
MARTHA RIEHLE

HISTORIC PRESERVATION COMMITTEE

The purpose of the Historic Preservation Committee (HPC) is to assist the City Council in preserving the historical and architectural integrity of South Portland, and to promote the educational, cultural, economic, aesthetic value, and general welfare of South Portland.

ANDY HOFFMAN
MICHAEL TAYLOR
DOREEN GAY
EVAN COFFEY (RESIGNED)
ERIN VAN DEN BERGHE
ROBERT McKEAGNEY
ROBERT BLACKWOOD
JESSICA BRAKENWAGEN

RAVI KOIL (RESIGNED)
DAMAS RUGABA
COLLEEN JONES-TURNER
PEDRO VAZQUEZ
CHRISTINE DOBSON
JENNIFER PIRKL
SAYALI ROBLES
BRENDAN WILLIAMS
JILL BARKLEY ROY
JADE ROSE SANGIOVANNI
DANIEL AHERN
MILAN NEVAJDA
STEPHANIE WEAVER

HUMAN RIGHTS COMMISSION

The South Portland Human Rights Commission provides support for the people of South Portland, specifically marginalized groups, in order to build community; provide education and training; celebrate diversity and inclusion; increase community engagement; and review policies and provide policy recommendations to the City Council and the City Manager. The HRC annually provides input and feedback on the proposed City budget.

LAND CARE MANAGEMENT ADVISORY COMMITTEE

Land Care Management Advisory Committee (LMAC) (formerly known as the Pest Management Advisory Committee) references Chapter 32 - City's Code of Ordinances. The LMAC serves in an advisory capacity to the City Council and the Sustainability Director to oversee this ordinance through the following:

- Advising the City Council and the Sustainability Director of any problems encountered or amendments that may be required to achieve the full and successful implementation of this ordinance;
- Reviewing and acting upon waiver applications when applicable;
- In coordination with the Sustainability Director, developing and implementing outreach and education as specified in this ordinance;
- Seeking the participation, advice and counsel of experts in the fields of organic turf and landscape management, maintenance of trees and shrubs, and organic pest protocol;
- Encouraging broad community participation, from parents, schools, advocates, and local arboriculture and landscaping businesses, in the activities of the LMAC;
- Reviewing annual data and issuing a summary report annually to the City Council;
- On or before May 1, 2019, and every three years thereafter, conducting an evaluation of this ordinance, including a review of pilot project results and reporting data, and providing recommendations to the City Council and the Sustainability Director for any ordinance amendments it deems appropriate; and
- Additional responsibilities as may be deemed necessary by the City Council.

JESSE O'BRIEN
ADDY SMITH-REIMAN
ANDREW CAPELLUTI
CATHERINE CHAPMAN
ALEX REDFIELD (RESIGNED)
FRED DILLON

DEBORA SCHOFIELD
COLLEEN JONES-TURNER
JENNY LUPICA
ELLEN CLANCY
EMILIO RODRIGUEZ
ASHLEE GODIN
JESSICA WALKER

LIBRARY ADVISORY BOARD

Seven residents serving a three-year term advise municipal officials regarding the furnishing of quality public library services, and collaborates with the Library Director to develop and determine library policies, long range plans, and other pertinent initiatives.

OPEN SPACE ACQUISITION COMMITTEE

Duties of the OSAC shall include, but are not limited to, the following:

- Identification of private properties for potential future acquisition as open space land;
- Outreach to private landowners about their interest in land sale or conservation;
- In consultation with appropriate City Department Heads or staff and under the direction of the City Council, conduct evaluations of private properties for open space value;
- Collaborate with the South Portland Land Trust and other similar organizations as stated in the Open Space Plan to support the acquisition of publicly accessible open space land;
- Review the Land Bank account funds and activities, at a minimum annually;
- Seek out funding strategies for open space acquisition funding;
- Make recommendations for potential acquisition projects to the City Council; and

Prepare a report outlining open space acquisitions for submittal to the South Portland annual report and the Conservation Commission annual report.

VALERIE BEGGS
HILLARY BARTER
ANNE OLSON
JOHN (MAX) WIBBY
JEANNE FIORINI
ERIK WEISENBURGER
DAN HOGAN
JEFF TARLING
KATHI PERKINS
KARL COUGHLIN

ROBERT SANTAMARIA
JEFF McDONALD
SHAHIDA KEEN (TERM ENDED)
ANDREW SNYDER (RESIGNED)
RICH CROWLEY
KEVIN CARR
BROOKE BAILEY
MICHAEL TAYLOR
RYAN KELLEY

PLANNING BOARD

Seven residents serving a three-year term who review and approval new development or redevelopment projects based on the City's land use regulations. This committee references Chapter 27 and Chapter 24 of the City's Code of Ordinances.

RACHEL GUTHRIE
ANNE SEDLACK
JIM FLAHAVEN (RESIGNED)
LUIS VENTURA (RESIGNED)
JESSICA KESSLER
JAMES LAPLANTE
ROBERT MCKEAGNEY

PUBLIC ARTS COMMITTEE

The purpose of the Public Arts Committee (PAC) is to promote and develop artistic and cultural activities and initiatives that advance the quality of life and vibrancy of the City of South Portland. The PAC will encourage and foster the artistic, cultural, and creative strengths of South Portland.

SKATE PARK COMMITTEE

On August 7, 2018, the City Council created the ad-hoc Skate Park Advisory Committee (ORDER #28-18/19). The members were appointed on August 21, 2018. This committee is tasked with obtaining feedback to help find a suitable skatepark location, designing the skatepark and creating a funding plan for constructing the skatepark. The committee is tasked with presenting their design and location plan and recommendations to the City Council no later than August 7, 2019. In 2022, construction of the skate park began after a successful fundraising effort.

KRISTEN MCWILLIAMS
CYBIL KIPP
CYRIL (JACK) GRUNDLING
DARRELL ROGERS
LUCAS BROWN
JEFF WOODBURY
MICHELLE DANOIS
KATE LEWIS
ANTHONY JOHNSON
TOM LONG

TRANSIT ADVISORY COMMITTEE

The Transit Advisory Committee (known formerly as the Bus Service Citizens Advisory Committee) was initially established as a requirement of the Federal ADA act for the purpose of ensuring handicapped accessibility/ADA Compliance and as of October 15, 2019 is now governed by the rules set forth in Chapter 2 of the City's Code of Ordinances. The Committee meets to discuss proposed changes to the Bus Service.

ANIA CHANDLER
GREG LEWIS
JOHN (MAX) WIBBY
GABE FAULKNER-MACKLIN
CAROL KILROY
LINDA COHEN
KATE LEWIS
DONNA TIPPETT
LUIS VENTURA (RESIGNED)
BECKY JOHNSON (RESIGNED)

ANNIKA FRAZIER (RESIGNED)

SUSAN CHASE
EVAN TWACHTMAN
JESSICA WALKER
LISSA BITTERMAN
LINDA LIBBY

WASTE REDUCTION COMMITTEE

Seven residents serving a three-year term focus on increasing recycling efforts; energy conservation, renewable energy, and greening City operations through a variety of approaches such as education, programs and studies, data analysis, ordinance modification, and public/private collaborations. This committee was formerly called the Energy & Recycling Committee.

PETER WILSON
CATHERINE BICKFORD
EMILY WRIGHT
PEDRO VAZQUEZ
JESSICA WIBBY
KEVIN BATTLE
PEGGY STEWART
AMY MCGANN
KARL COUGHLIN
KRISTINA ERTZNER
MILAN NEVAJDA
JOCELYN LEIGHTON

WILLARD BEACH MASTER PLAN COMMITTEE

On June 18, 2019, the City Council established the Willard Beach Master Plan Committee. The purpose of the ad-hoc Willard Beach Master Plan Committee shall be to present the South Portland City Council with a draft Master Plan for Willard Beach.

CITY MANAGER

Annual reports represent a time capsule of sorts, helping to preserve for future generations a look back at the state of affairs in a community during a particular year. It has been a few years since South Portland produced an annual report, and I am pleased we are once again offering up this time capsule so that residents now and in the future can gain a better insight into their city and local government.

As you will note in the forthcoming departmental reports, much was accomplished by City staff and volunteers between July 2021 and June 2022. Some highlights include:

- Linda Cohen and Misha Pride were elected to the City Council
- Welcomed new Police Chief, Dan Ahern; new Finance Director, Ellen Sanborn; and new Public Works Director, Melissa Hutchins
- Enacted an eviction moratorium and rent increase cap of 10% while the City Council worked toward a possible permanent rent stabilization ordinance
- Lowered the age of our Senior Property Tax Relief program from 68 to 65 and increased the maximum benefit from \$400 to \$500
- Re-activated the Clean Air Advisory Committee
- Awarded a \$500,000 EPA Brownfield grant
- Added requirements onto licenses of certain hotel operators to ensure unhoused clients being sheltered in their facilities received the services they needed and to help reduce the calls for Police and Fire/EMS
- The Code Enforcement Office issued 1,780 permits (425 of them building permits) with an estimated value of \$47,907,127 in new construction
- Economic Development Awards were presented to: Café Louis (New Business of the Year), Shopper’s True Value Hardware (Small Business of the Year), Orion Breen of Global Partners (Business Leader of the Year), Go Go Refill (SoPo Sustainability Award), Jordan’s Furniture (Business of the Year), and Quality Inn & Suites (Sam DiPietro Community Impact Award)
- Extended an emergency ordinance allowing restaurants, breweries, and other retailers the opportunity to utilize some public sidewalks and parking spaces to allow them to operate at higher occupancy levels and continue to maintain social distancing due to COVID-19
- Formed an *ad hoc* Facilities Planning Committee to study



**SCOTT MORELLI
CITY MANAGER**

“The city manager shall be the chief executive officer and the head of the administrative branch of the city government. [They] [...] shall be responsible to the council for the proper administration of all affairs of the city [...]”

**City of South Portland
Charter, Article III § 302**

the current and future needs of the Main Library, City Hall, Assessing, Planning/Development, Central Fire and Police facilities; to conduct an analysis of alternatives and options that consider City owned and to-be-acquired land and buildings; and to present the South Portland Council with its recommendations

- Processed over 18,000 vehicle registrations
- Adopted a \$96.2 million General Fund budget (municipal, school, & county), which slightly decreased the tax rate (a number of residential property owners still saw a tax increase due to the tax shift resulting from the revaluation)
- In calendar year 2021, the Fire Department for the first time exceeded 5,000 calls for service (mostly EMS related)
- Came to agreement with all but two unions on one year contract extensions and began negotiating successor agreements with all
- Nine employees with over 20 years of service retired or otherwise separated from services – thank you all for your dedication to South Portland!
- Circulated 83,322 items in our Library
- Had over 7,000 patrons use the walking track at the Community Center
- Selected a contractor for the skate park project
- Hosted over 450 K-8 children at our summer camps and operated a before/aftercare program during the school year for all five elementary schools where we served over 150 children
- Organized 60 trips for senior citizens (with 588 participants), including locations such as museums, plays, local farms, shopping, etc.
- 42nd consecutive year as a Tree City USA designee
- Removed invasive non-native vegetation at Willard Beach
- Processed 29 site plans, nine subdivisions, and nine zoning changes through our Planning Board/Planning Department
- Saw a 2.4% increase in calls for Police services
- New traffic signal installed at Broadway and Sokokis St
- Completed Phase I and II of the Westbrook Street multi-use path project
- Thanks to the work of SPC-TV, we gained hybrid meeting capabilities, meaning residents can participate in Council meetings either in person or remotely via Zoom
- Expanded our food waste recycling program to the Redbank Community Center
- Three new solar projects were completed: two new landfill projects and an array on the Community Center
- Awarded three EV Charging Grants to South Portland businesses

- Issued numerous grants from the City’s American Rescue Plan Act (ARPA) allocation, including:
 - * The Opportunity Alliance - Housing Individuals and Families in SoPo: \$150,000
 - * Preble Street - Food Security Hub: \$500,000
 - * The Opportunity Alliance - Community School Development Project: \$664,000
 - * Greater Portland Health - Mental Health Service Expansion: \$288,000
 - * Boys & Girls Club of So. Maine - West End Solutions: \$369,000
 - * City of Portland - Homeless Service Center: \$229,000
 - * Greater Portland Family Promise - Homeless Prevention & Housing Stabilization: \$200,000
 - * City of So. Portland - Planning - Affordable Housing: \$300,000
 - * City of So. Portland - Parks & Rec - Out of School Care Program Scholarships: \$75,000
 - * City of So. Portland - Economic Development - Broadband "Last Mile": \$525,000
 - * City of So. Portland - Economic Development - Child Care Grant Program: \$100,000
- Saw an increase in bus ridership after it was decimated during the throes of the pandemic. Ridership increased from 114,000 in FY21 to 151,000 in FY22
- Treatment of 1.9 billion gallons of wastewater, removing 2.9 million pounds of biological oxygen demand (BOD) and 2.3 million pounds of total suspended solids (TSS), before discharge into the Casco Bay
- Achieving a 99.7% compliance rating out of 1,744 Maine DEP reporting points for our wastewater plant
- Construction began on the new middle school project, which will combine Mahoney and Memorial Middle Schools on the Memorial property

I hope you are as proud as I am of our staff and volunteers for these (and many other) accomplishments during FY22.

CITY CLERK



EMILY SCULLY
CITY CLERK

“The office of the Municipal Clerk is the oldest public office in local government. Mandated by Charter, the City Clerk is appointed by and serves at the discretion of the City Council.”

The City Clerk's office is responsible for keeping and providing copies of all city records, issuing licenses and permits, and organizing elections. The staff also posts all material provided to the City Council for meetings and workshops on the city website. The City Clerk's office is often referred to as the "historian" of the City.

ADMINISTRATION

The City Clerk's office employs one full time City Clerk (who also serves as the City's Registrar of Voters), one full-time assistant city clerk, the business licensing administrator, and two part-time assistant clerks.

The City Clerk's office welcomed new part-time Assistant City Clerk Dana Bettez to the team in December 2021.

ELECTIONS & VOTER REGISTRATION

There were two elections held in FY22. The General Municipal Election was held November 2, 2021. The total number of registered voters at the time of the General Municipal Election was 21,952. The election saw a total of 8,290 voters, representing a 37.8% turnout. The State Referendum ballot featured three questions (a Citizen Initiative, Bond Question, and Constitutional Amendment), and the City of South Portland Municipal General Election featured the offices of City Councilor for District 3 (Misha Pride), City Councilor for District 4 (Linda Cohen) and three Board of Education Seats – District 3 (Hannah Bitjoka), District 4 (Andrea Levinsky), and District 5 (Elyse Tipton). A bond referendum question concerning funding for open space also passed (5,372 in favor vs. 2,329 opposed and 581 blank.)

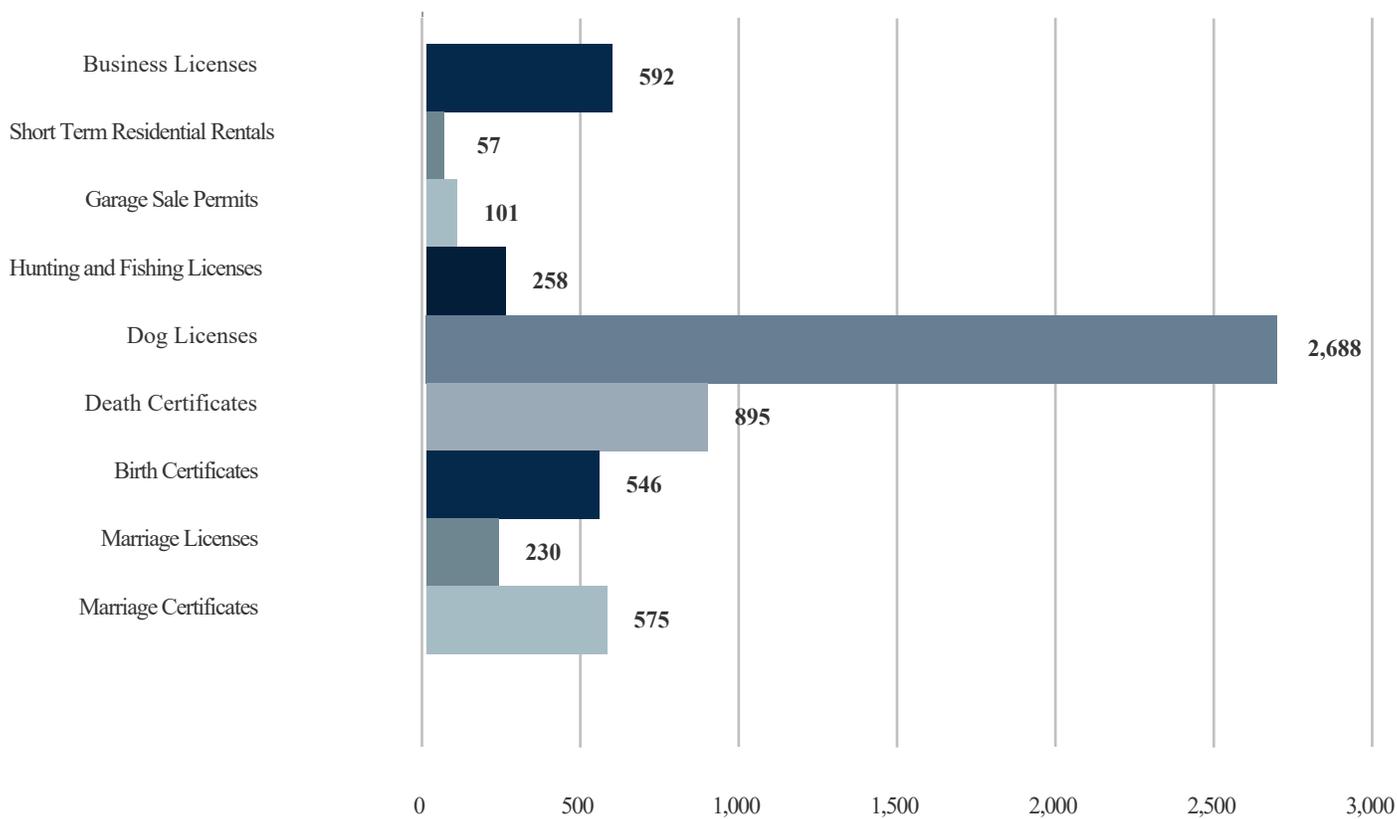
The State/Gubernatorial Primary and annual School Budget Validation Referendum was held on June 14, 2022. The School Budget Passed by a total of 1,788 (Yes) to 376 (No) and 16 blank. The total turnout was 2,180 representing 9.97% of the total number of registered voters (21,875).

BUSINESS LICENSES & EVENT PERMITS

The City Clerk's Office is responsible for issuing municipal licenses for the city. The Clerk's office works closely with many City departments and State offices to ensure that all city ordinances and state laws are followed with the opening and re-licensing of each business. In addition, the City Clerk's office coordinates the event permit application for all events that

occur on City property throughout the City. Each year, the City sees thousands of visitors for its many events, ranging from parades to 5k runs.

FISCAL YEAR 2022 STATISTICS



CODE ENFORCEMENT

The Code Enforcement Office issues permits and conducts inspections for all building, electrical, and plumbing work done within the City. The office administers the regulations for excavation licenses, street excavation permits and the E-911 street naming and numbering rules. The Health Inspector inspects food service establishments and handles other health-related issues. Code Enforcement staff provide technical information related to zoning and staffs the City's Board of Appeals.

During FY2022, the Code Enforcement Office consisted of the following staff:

- Barb Skelton**, Code Enforcement Officer / Director
- Tim Nelson**, Interim Building & Plumbing Inspector/ Assistant Code Enforcement Officer
- Jed Taft**, Permitting & Inspections Coordinator/Assistant Code Enforcement Officer
- David Kasik**, Field Inspector/Excavations Program Manager
- Aaron Anderson**, Electrical Inspector/Assistant Code Enforcement Officer
- Scott Havu**, Building & Plumbing Inspector/Assistant Code Enforcement Officer
- Amy Barkley Roy**, Health Inspector/Permit Technician
- Paul Eagle, Administrative Assistant/Permit Technician

FY2022 HIGHLIGHTS

STAFF CHANGES DUE TO THE RETIREMENT OF THE LONG-TIME BUILDING/PLUMBING INSPECTOR

ADOPTION AND ENFORCEMENT OF STRETCH CODE, SPRINKLER ORDINANCE, AND SOIL QUALITY PERMITS

COVID-19 IMPACTS RESULTING IN UPDATING PROCEDURES WITH THE EXPECTATION OF MOVING TOWARDS A PAPERLESS PERMITTING PROCESS

FISCAL YEAR		HEALTH INSPECTIONS	BOARD OF APPEALS CASES	PERMIT FEE REVENUE
7/1/2016	6/30/2017	105	5	\$ 1,067,975.84
7/1/2017	6/30/2018	93	3	\$ 729,028.15
7/1/2018	6/30/2019	104	6	\$ 769,126.77
7/1/2019	6/30/2020	70	3	\$ 1,566,053.03
7/1/2020	6/30/2021	35	4	\$ 1,182,376.85
7/1/2021	6/30/2022	99	2	\$ 896,990.34
TOTAL		506	23	\$ 6,211,550.98
AVERAGE		84	4	\$ 1,035,258.50

PERMIT FEE REVENUE					
2017	2018	2019	2020	2021	2022
\$1,067,975.84	\$ 729,028.15	\$ 769,126.77	\$1,566,053.03	\$1,182,376.85	\$ 896,990.34

FISCAL YEAR		TOTAL EST COST OF CONSTRUCTION	BUILDING PERMITS	PLUMBING PERMITS	ELECTRICAL PERMITS	OTHER PERMITS	TOTAL PERMITS
7/1/2016	6/30/2017	\$ 49,769,879.00	438	183	574	421	1616
7/1/2017	6/30/2018	\$ 35,306,143.00	533	202	526	503	1764
7/1/2018	6/30/2019	\$ 38,679,755.00	474	152	449	551	1626
7/1/2019	6/30/2020	\$ 76,146,063.00	438	162	501	628	1729
7/1/2020	6/30/2021	\$ 58,954,798.00	491	171	546	623	1831
7/1/2021	6/30/2022	\$ 47,907,127.00	425	164	540	651	1780
TOTAL		\$ 306,763,765.00	2,799	1,034	3,136	3,136	10,346
AVERAGE		\$ 51,127,294.17	467	172	523	563	1724

ECONOMIC DEVELOPMENT

The Economic Development Department is responsible for working to maintain, enhance, and expand the economic vitality and activities occurring within the City of South Portland for the benefit of all who reside or have businesses in our community.

We do this by managing the City's business retention, expansion, and attraction efforts. We also work to support workforce development activities. Economic Development provides excellent customer service to all residents and non-residents who have or are interested in investing in the community, starting and/or growing a business, and creating meaningful employment opportunities in South Portland.

From July 1, 2021 – June 30, 2022, the Economic Development Department had the following Staff:

William J. Mann, Economic Development Director

Tess Parks, Economic Development Associate

FY2022 HIGHLIGHTS

2021 Business Awards

In February 2022, the Economic Development Committee (EDC) and the Economic Development Department hosted the 2021 Economic Development Awards virtually on Zoom, due to the ongoing impacts of the COVID-19 Pandemic. The 2021 Economic Development Award Categories & Recipients are as follows:

2021 New Business of The Year Award:
Cafe Louis

2021 Small Business of The Year Award:
Shopper's True Value Hardware

2021 Business Leader of The Year Award:
Orion Breen-Global Partners, LP

2021 SoPo Sustainability Award:
Go Go Refill

2021 Business of The Year Award:
Jordan's Furniture

2021 Santo "Sam" DiPietro Community Impact Award
Quality Inn & Suites

Videos highlighting our Winners can be found via this link: <https://www.youtube.com/watch?v=noR4PV-AS4&list=PLIpdHnDVuJfdBLBUNk-oxDMVE4Xhy0Lq>

Continued Outside Dining

Given the lingering impacts of the pandemic, with the support of the City Council we once again offered restaurants, breweries, and other retailers the opportunity to utilize some public sidewalks and parking spaces to allow them to operate at higher occupancy levels and continue to maintain social distancing.

Expanding Culinary Scene

Our emerging cluster of restaurants and eateries along Ocean Street continued its transition from the pre-pandemic with the addition of *Ben Rubens Knishery* and the relocation and expansion of *Taco Trio* to a larger space just up the block in Knightville. There was also the addition of *Indy's Sandwich* on outer Main Street, among others.

New Business Grant Programs

We worked with the City Council to establish a couple of new grant programs:

The Conditional Economic Development Grant and the Level II Electric Vehicle (EV) Charging Station Grant. More information can be found about those programs on our webpage at: southportland.org/departments/economic-and-community-development/business-grant-programs

Broadband

In late 2021, the City issued a Request For Proposals (RFP) for the Development of a Communitywide Broadband Network as part of an effort to ensure that all who desire to have access to this 21st Century utility may be able to get it, and we continue to pursue that goal. However, the environment for the development and expansion of Broadband is evolving very rapidly and dynamically. A few firms have indicated their desire to privately develop such data networks in South Portland and one firm, *Fiduum Fiber*, has already begun to build such a network and offer faster and more reliable fiber data access. The City remains focused on filling in gaps that might not be built out, with an eye to ensuring that high-speed fiber data access is available to all those in our community who desire it.

Entrepreneurial Expansion

The year also witnessed the opening of a number of additional businesses and establishment of a number of new entrepreneurial ventures. These individuals utilized the challenges presented by the pandemic as an opportunity to execute on plans they may have been putting off "waiting for the right timing." We applaud all of those who have taken on new challenges at this time, as well as those who continue to persevere as we look forward.

South Portland is both a desirable residential community and a top-notch business location. We have a helpful and knowledgeable team who would welcome the opportunity to assist you. Whether you have a business or are looking to establish or expand a business, please reach out to us at: bizsupport@southportland.org or by calling us at 207-347-4125. We are here to serve you.

FACILITIES

The Facilities Department is responsible for the maintenance, repair, custodial services and capital improvement projects of approximately 300,000 square feet of the City’s facilities, including Municipal Services Facility, City Hall, Assessors Office, Main & Branch Libraries, Water Resources, Planning, Development & Codes, Community Center & Pool, Wainwright Building, Redbank Community Center, Willard Beach Snack Bar, Police and Public Safety Building, Central Fire Station, Western Ave Fire Station, Cash Corner Fire Station, Willard Call Station and Thornton Heights Call Station. This division maintains the structures, including all facilities’ infrastructure. The Facilities Department also provides custodial services, along with transport of supplies and equipment between the various departmental locations throughout the City.

The mission of the Facilities Department is to treat each City department, their staff, and the community as highly valued customers by being responsive to each facility’s needs, and allowing each department to focus on their own core missions. Facilities will be professionally managed, operated and maintained in an efficient manner and within established budgets. The Facilities Department shall maximize the service life of all City Facilities and equipment, protecting valuable public assets through regular preventative maintenance and collaboratively prepared long-term capital plans. The Facilities staff recognizes the uniqueness of each department’s building and operational needs; it therefore accomplishes its work in a way that minimizes service interruptions. Sustainability and energy efficiency are at the forefront of Facilities Department operations and practices, and staff shall endeavor to incorporate these into all aspects of their work.

HIGHLIGHTS OF ONGOING PROJECTS

City Facilities Planning Committee – The purpose of the ad-hoc Facilities Planning Committee generally shall be to study the current and future needs of the Main Library, City Hall, Assessing, Planning/ Development, Central Fire and Police facilities; to conduct an analysis of alternatives and options that consider City owned and to-be-acquired land and buildings; and to present the South Portland Council a report with its recommendations.

CMMS – Computerized Maintenance Management System – We have implemented this software in order to create, track, schedule and document all work done at all City building. We are cataloging all assists of city buildings.

Multiple renovation projects to create or repurpose office space for the growing employee needs of the City.

Capital Projects – Working on multiple Capital projects that include Community Center pool roof replacement; Central Fire Façade repair; and Police roof repairs.



MUNICIPAL FACILITIES
929 HIGHLAND AVENUE, SOUTH PORTLAND 04106

The Finance Department is charged with the responsibility of financial management of the City. The Department operates under the Governmental Finance Officers Association (GFOA) Code of Ethics. Sound fiscal management and transparent stewardship of public funds is integral to a strong and resilient city government.

The pandemic certainly tested our financial resiliency, as normal revenue streams decreased, as additional expenses to combat the pandemic increased, and as our employees navigated through providing critical public services while trying to manage impacts to their own lives and safety.

The City maintains the highest market credit rating of any Maine municipality in the state. This designation is assigned by firms who evaluate a number of criteria related to the financial strength of a community. Although there were furloughs and cutbacks, along with upsets in work processes and service levels, with this strength the City was able to respond to the pandemic in ways that had manageable financial impacts. A major component of our strength is sustaining available cash balances and reserves, which allowed the City to continue paying its bills and employees until revenues recovered and we received federal assistance through the American Rescue Plan Act to help restore our reserves. As we went into the next fiscal year, we projected a continued recovery of revenue.

The City also underwent a full revaluation of its property for the first time in 15 years. Revaluation is a process to redistribute the tax burden among properties to recognize the changes in value across categories of property. It is important to understand that a revaluation by itself *does not raise additional tax revenue* for the City. The individual increases, or in some cases decreases, in the amount of taxes paid on a property is based on the new value assigned to it. It is confusing, since the tax rate also changes.

Amount of taxes to be collected divided by the total amount of property valuation times \$1,000 of value = tax rate per thousand.
For FY2022:

$$\$71,480,035 / \$4,862,587,400 * \$1,000 = \$14.70$$

Various fiscal functions encompass the day-to-day operations in Finance, including the receipt, recording and reconciling of money for the City. Finance manages the annual financial audit and provides financial reporting during the year. We also process payments and weekly payroll for all departments, including the Schools. Procurement process for purchases of goods and services is overseen by Finance.

In FY22, Finance staff processed over 18,000 registrations for vehicles, administered over 11,000 property tax accounts, made over 25,000 payments for goods and services. This work was done despite ongoing pandemic conditions such as remote working, relocating staff, “zooming,” sanitizing everything, distance from customers, distance from co-workers, masking up and being behind barriers. The residents of South Portland should be very proud of their staff in Finance for their efforts over the last year.

Detailed financial information, such as annual audits and budgets, can be found on the City’s web site under the Finance Department.

[CLICK HERE TO VIEW FINANCIAL REPORTS, OPERATING BUDGET, AND CAPITAL IMPROVEMENT BUDGET](#)

This web page also lists additional information about the City’s finances and contact information for our staff. If you have questions, please reach out and we are happy to help.

OUTSTANDING TAXES

DRUMMOND, ROBINSON HAYDEN	\$18,176.24	MAVODONES, SOCRATES M.....	\$1,328.84
MONTEFESCO, MARK	\$6,936.78	WILLARD BEACH, LLC.....	\$1,196.66
HUTSON, DEBORAH K.....	\$5,228.36	THAYER, JOSEPH A.....	\$944.24
L.P. REALTY TRUST, TRUSTEE OF	\$5,165.20	FLANDERS, SCOTT D.....	\$863.61
GUILIANI, SARAH I. LIVING TRUST	\$4,818.59	LABRANCHE, RAYMOND A.....	\$756.15
HARMONIOUS HOLDINGS LLC.....	\$4,665.30	SEITZ, KATHY A.	\$520.17
LOWELL, CHARLES R. TRUSTEE.....	\$4,500.87	HARMON, THOMAS.....	\$373.11
HASKELL, MILES T	\$4,424.74	PARDUE, CHARLENE PERS REP	\$278.63
SMITH, NOAH W.....	\$4,424.23	FRUSTACI, JOSEPH A.....	\$100.05
MCNEICE, MARGARET M.	\$4,393.41	MORRIS, NICOLE J.....	75.26
LINDECAMP, WILLIAM EDWARD.....	\$4,282.50	MONAGHAN, PAULA L.	55.24
ALEXANDER, DEBORAH V.	\$4,248.60		
HASSON, SUSAN C.	\$4,202.40		
REYNOLDS, W. KIRK.....	\$4,069.90		
BLUCK, CORTNEY A.	\$4,063.75		
BROWN, PERRY W.	\$3,934.34		
NEXT LEVEL REALTY INVESTMENTS LLC.....	\$3,863.47		
ALEXANDER, DEBRA	\$3,742.51		
MEAD, ETHEL L. HRS OR DEV	\$3,590.81		
PERHAM, SARAH E.	\$3,550.76		
SEMMLER, SCOTT H.....	\$3,516.86		
BROADWAY REAL ESTATE LLC.....	\$3,514.10		
BUCCIANINI, KIM	\$3,433.49		
JOHNSON, LORIMER E.....	\$3,322.76		
MAVODONES, MICHAEL S.....	\$3,315.06		
GONYER, STEPHEN S. PERS REP	\$3,261.15		
NADEAU, MICHAEL	\$3,222.40		
PATTERSON, CRAIG S.....	\$3,105.55		
BROWN, LOUIS H. ESTATE OF	\$3,027.65		
TYLER, LISA A.....	\$3,023.91		
WHITTEN, CAROLINE M.....	\$3,019.29		
WHITE, VANESSA E.	\$2,948.43		
BARGAS, PAUL V.....	\$2,894.50		
BUCHANAN, GLORIA G.....	\$2,893.78		
HAMILTON, MEGAN	\$2,805.16		
WHITTEMORE, SUSAN M.....	\$2,698.85		
H.C. RUSTY PROPERTIES LLC	\$2,669.59		
O'FLINN, MICHAEL C.....	\$2,654.59		
COYNE, THOMAS N.....	\$2,555.80		
WILDES, PAMELA J.....	\$2,527.22		
AM, SOEURN.....	\$2,425.68		
NELSON, CAROL ESTATE OF	\$2,215.86		
DOLEV, URYIA.....	\$2,174.89		
SOPO INVESTMENTS LLC.....	\$2,044.15		
MULHERN, DECKLIN.....	\$1,970.21		
PENDLETON, HEATHER J.....	\$1,920.86		
SIROIS, GERALD M.....	\$1,581.06		
CHAIKEN, ALEX M. ESQ PERS REP	\$1,576.05		
BURNS, MARYANN M.	\$1,562.96		
EATON, ALICE B.....	\$1,550.19		
CURRAN, CATHERINE A.	\$1,476.51		
NEWCOMB, DONALD A., JR.	\$1,401.47		

The South Portland Fire Department is a combination department; this means we have both full-time firefighters and volunteer (Call Company) firefighters. We employ 71 full-time firefighters and paramedics who are supported by 39 paid, on-call firefighters. Currently, the City of South Portland staffs three stations as well as one call company station. Emergency medical calls are still by far the largest percentage of calls that we respond to currently, and in the future will require additional staffing to meet the increased need in EMS responses.

The fire service has evolved from traditional emergency responses into an all hazards response organization that is ready to handle any hazard presented. In addition to responding to fires and medical calls, the South Portland Fire Department is designated a FEMA Type 1 hazardous materials/WMD Regional Response Team. We are also trained and equipped to respond to: confined space emergencies, high/low angle rope rescues, marine/water incidents, and incidents requiring large volumes of firefighting foam. These services are not only for South Portland, as we also respond statewide. The ability to respond and mitigate these incidents has been identified by state emergency officials as critical. Because of this, grant funding is provided to South Portland annually to help provide equipment and training for our employees, which would be difficult to obtain through local budgets.

The department is arranged as follows:

Central Station/Fire Headquarters:

Car 42, Engine 48, Ambulance 41

Cash Corner:

Ladder 45, Rescue 45, Ambulance 43, Engine 46 (Call Company)

Western Ave Station:

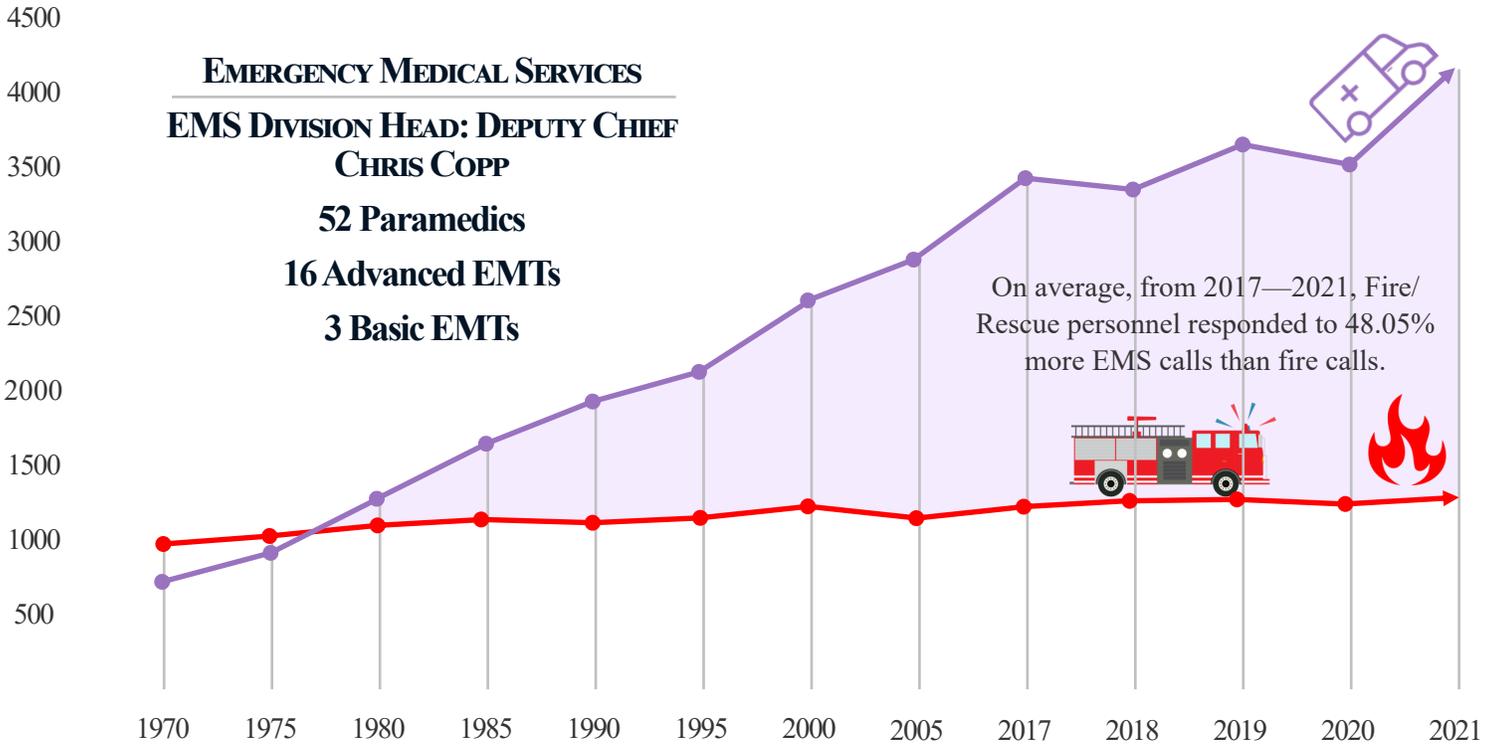
Engine 44, Ambulance 42

Willard Hose Company:

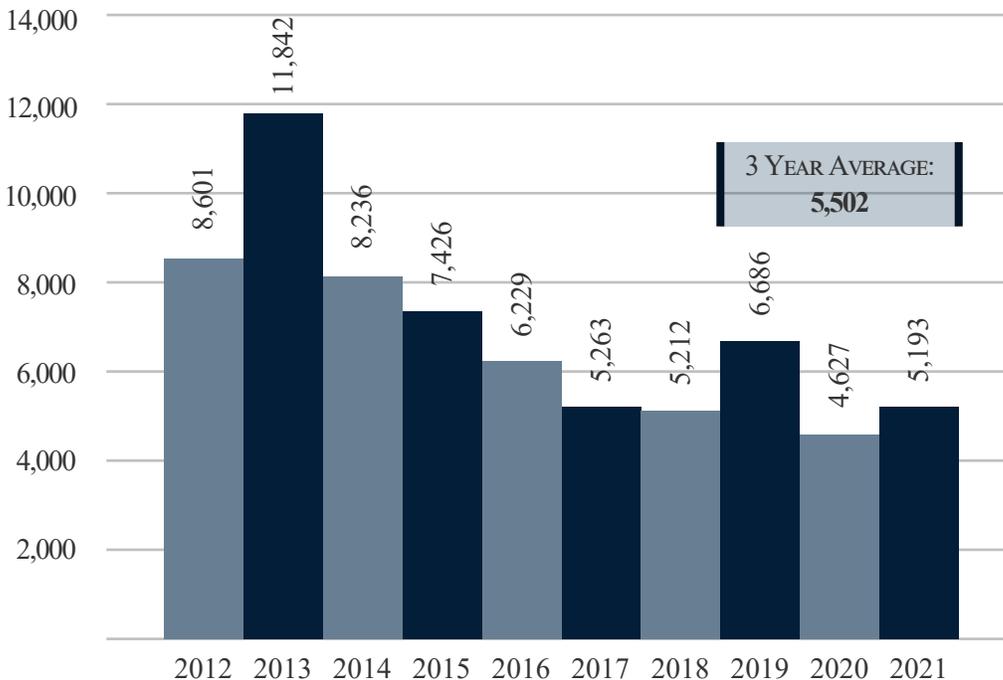
Engine 42, Ladder 42 (Call Company)



HISTORICAL CALL VOLUME



TRAINING HOURS



TRAINING OFFICER:
DEPUTY CHIEF SELBERG

The department has always placed a strong emphasis on training and education, as it is a very important component of a strong customer service delivery system.





MISSION STATEMENT AND DEPARTMENT VALUES

Our Mission Statement is very important. Every decision we make from the newest firefighter to the fire chief should be based on meeting our mission. To assist with that, we have developed our Department Values. This helps develop and maintain our department culture, which is the foundation of our organization.

MISSION STATEMENT

THE SOUTH PORTLAND FIRE DEPARTMENT STRIVES FOR EXCELLENCE IN PROVIDING THE HIGHEST LEVEL OF EMERGENCY SERVICES, PREVENTION, AND OUTREACH TO THE RESIDENTS, BUSINESSES, AND VISITORS OF SOUTH PORTLAND.

DEPARTMENT VALUES

THE SOUTH PORTLAND FIRE DEPARTMENT WORKS HARD TO CREATE AND MAINTAIN A DESIRED ORGANIZATIONAL CULTURE. OUR CULTURE IS WHAT DRIVES US TO ACHIEVE OUR MISSION. TO ENSURE THAT CULTURE IS REALIZED, THE FOLLOWING CORE VALUES ARE IMPORTANT PARTS OF OUR CULTURE EVERY DAY:

- PROFESSIONAL
- CARING
- COMPETENT
- FLEXIBLE
- EDUCATED
- DEDICATED

RETIREMENTS

None.

NEW HIRES

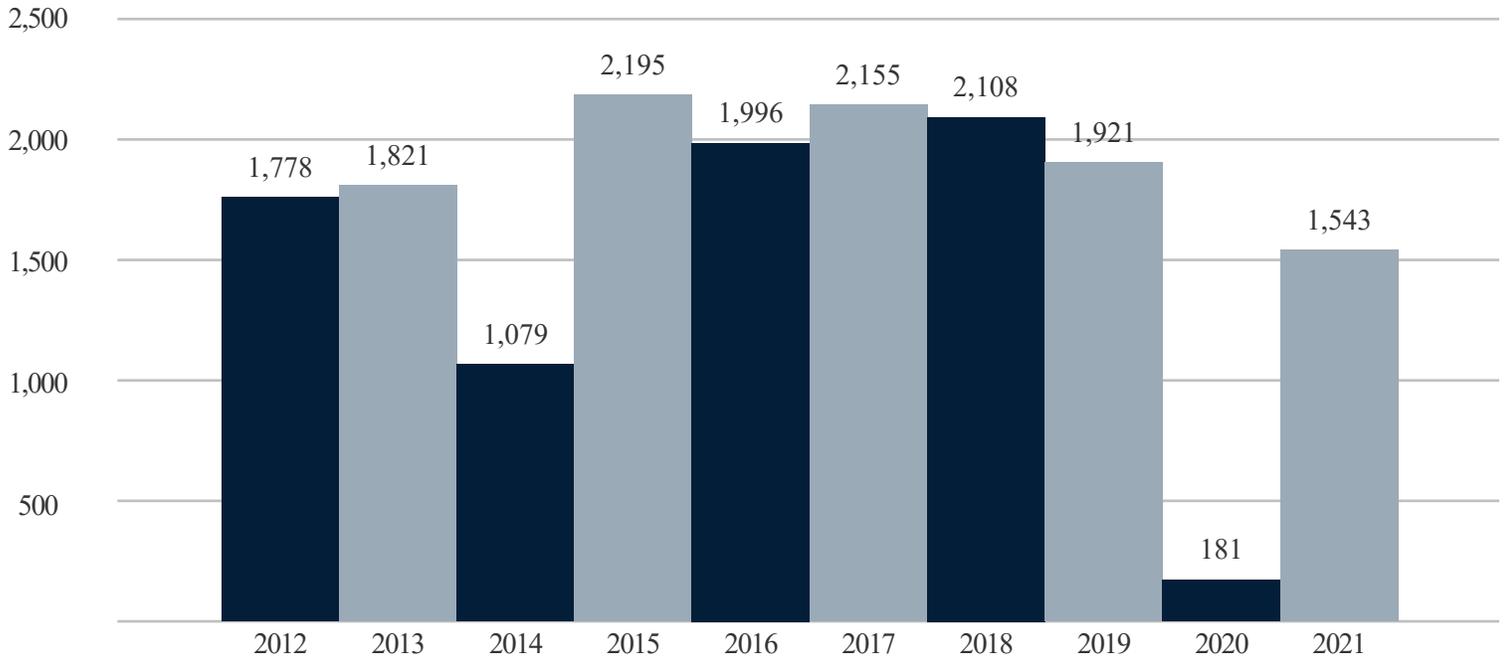
Firefighter Adam Mangiafico

EVENTS

2021 saw a significant event for the South Portland Fire Department with the opening of the brand new fire station at Cash Corner after 5 years of planning and preparation. Construction began in February of 2020 and continued until substantial completion occurred in April of 2021, with the grand opening in May. Please remember this project was undertaken during the height of COVID-19, as there were no publicly available vaccines until late spring of 2021. Despite this, there were no delays due to COVID and the project was completed ahead of schedule and within budget (and actually a little under).



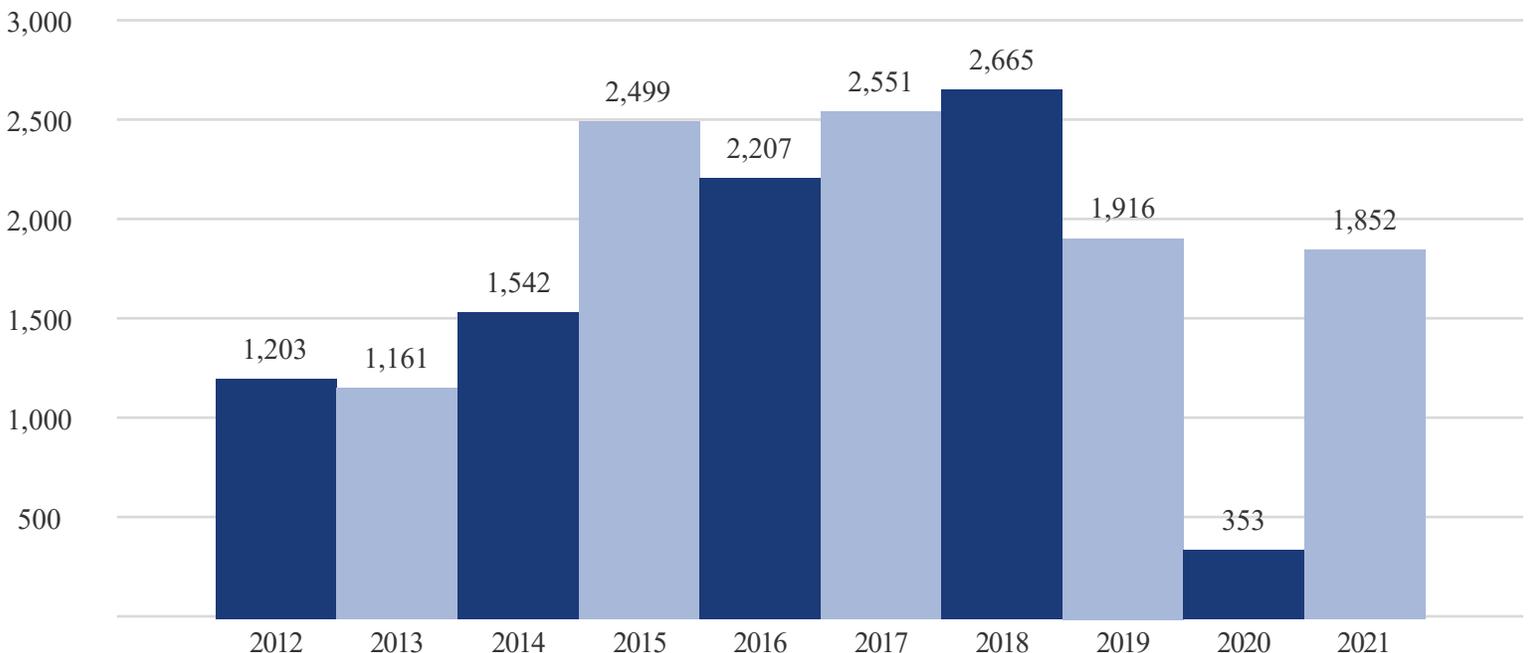
INSPECTIONS



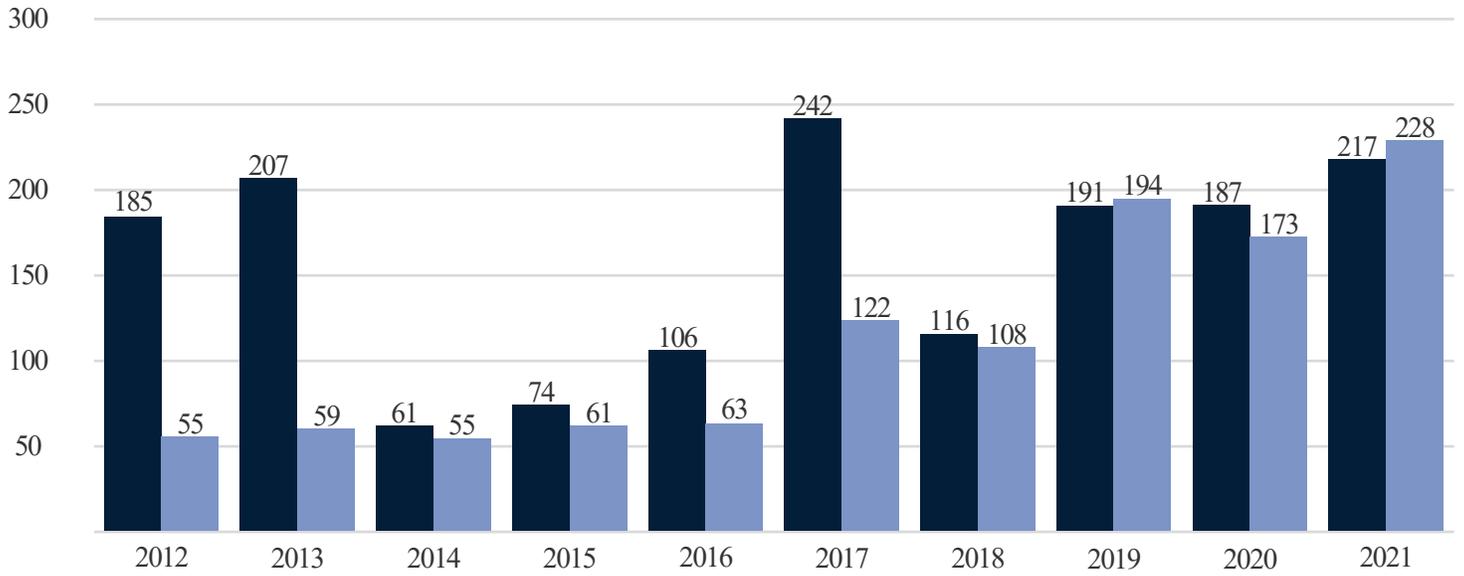
CODE ENFORCEMENT AND FIRE PREVENTION: DEPUTY CHIEF MIKE WILLIAMS

The Department inspects every commercial building and every three (3) unit (or larger) apartment complex in the City. This is approximately 2,000 inspections annually, which are conducted by on-duty firefighters and paramedics when they are not on emergency calls or participating in training.

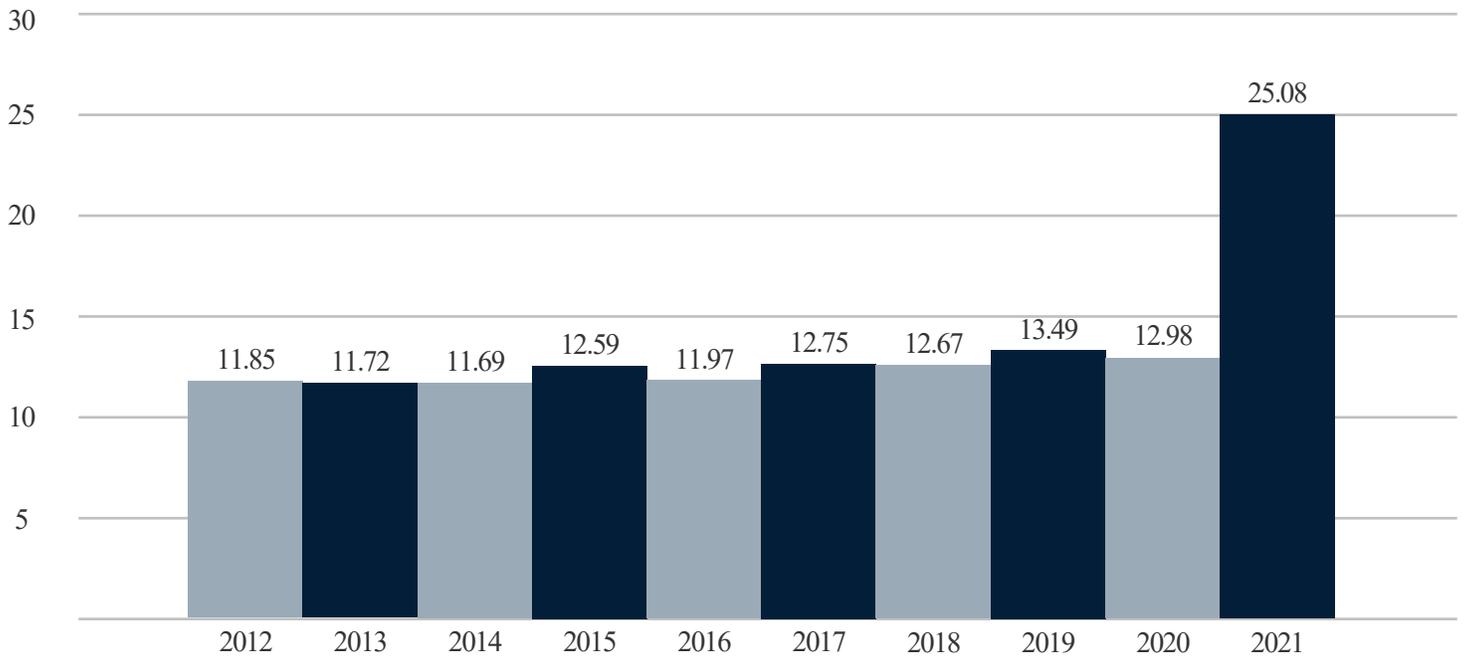
VIOLATIONS



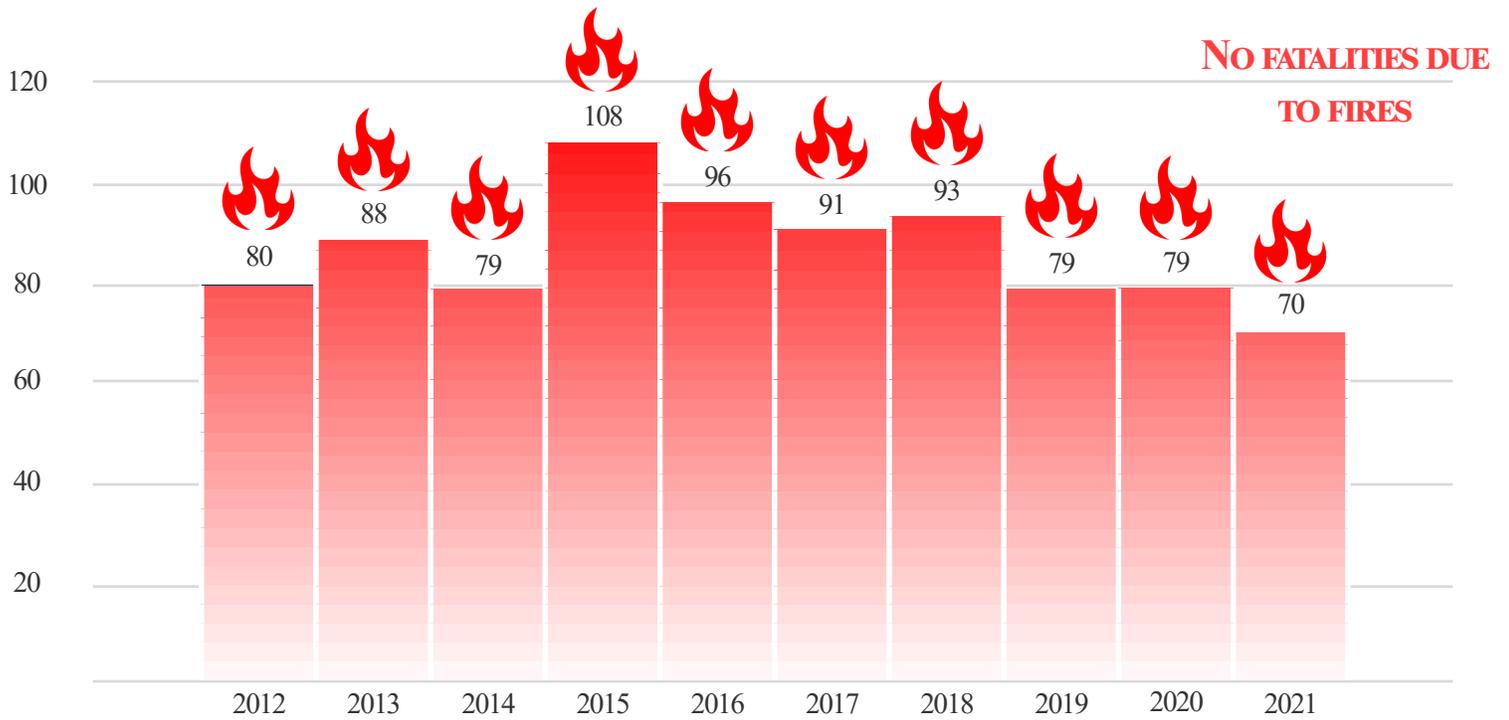
MUTUAL AID



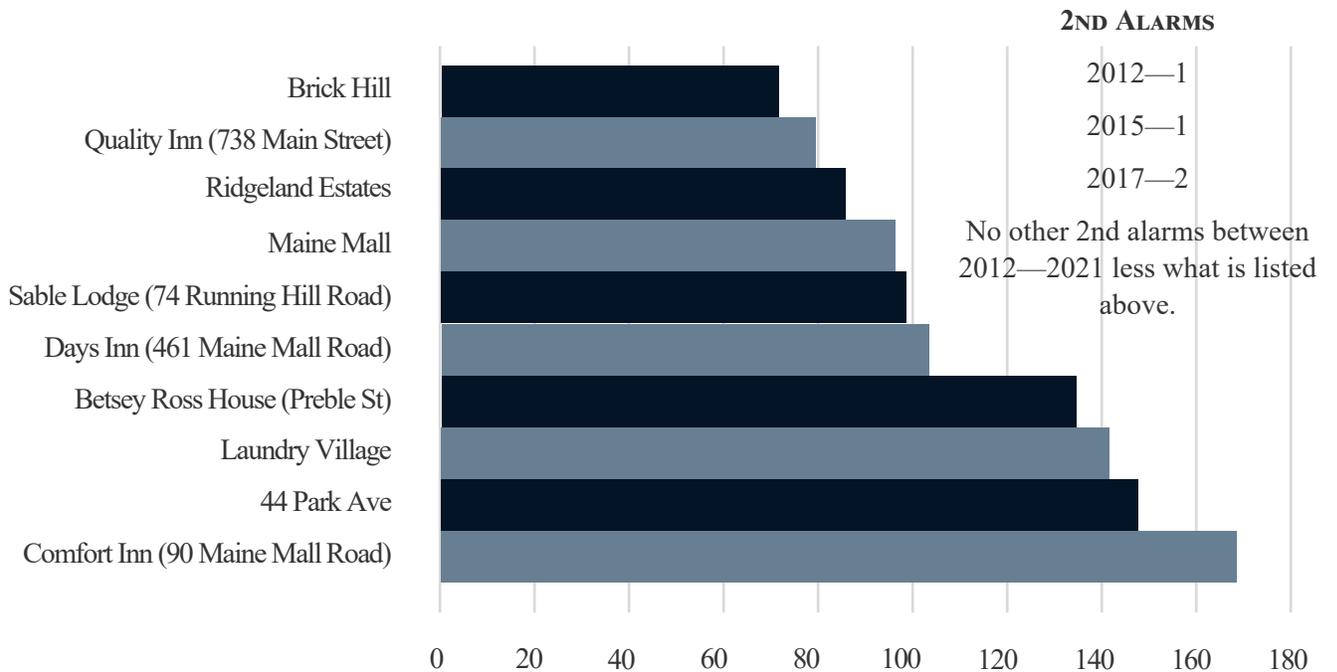
CALLS PER DAY



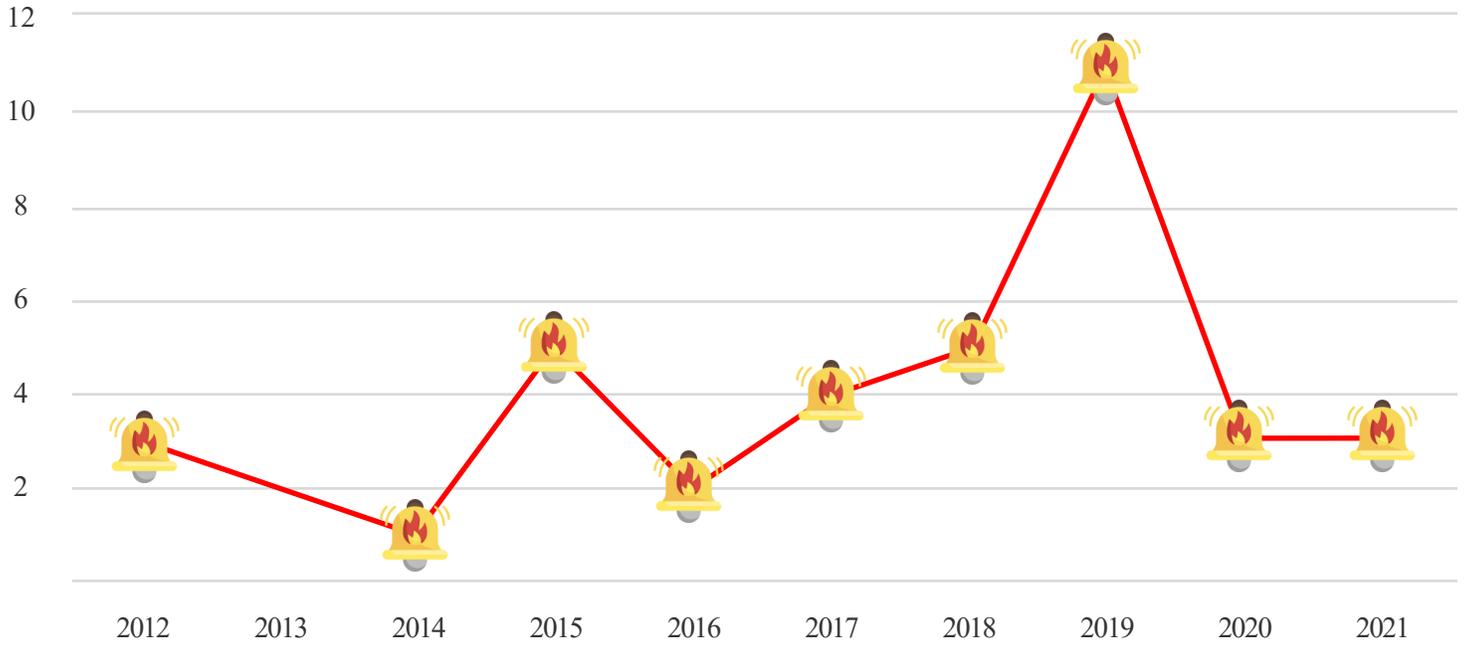
FIRES



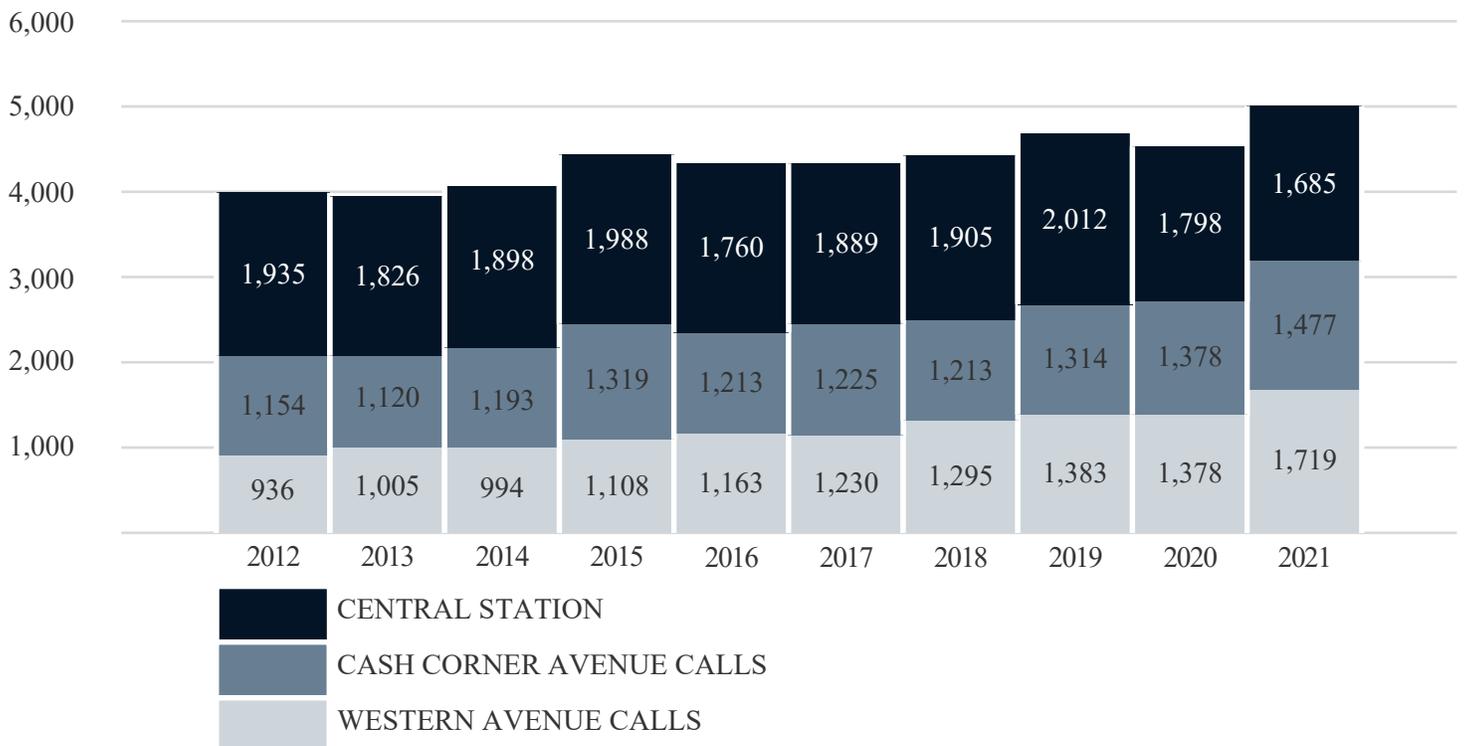
TOP RESPONSE LOCATIONS 2021



ALL HANDS EVENTS



CALLS BY STATION



HUMAN RESOURCES

MISSION STATEMENT

The Human Resources Department provides organizational leadership for the City of South Portland in all areas of personnel management and development. The Department endeavors to create a positive, engaging, productive and safe workspace for all employees.



COMPENSATION
AND JOB
CLASSIFICATION



BENEFITS ADMIN.



RECRUITMENT,
HIRING AND
ONBOARDING



EMPLOYEE
DEVELOPMENT &
TRAINING



PERFORMANCE
EVALUATION



PERSONNEL
MANAGEMENT



POLICY
DEVELOPMENT



SAFETY, RISK
MANAGEMENT &
COMPLIANCE



DRUG AND
ALCOHOL
TESTING



LEAVE ADMIN. &
WORKERS COMP.



EMPLOYEE
RELATIONS



LABOR RELATIONS
& COLLECTIVE
BAR.

The City of South Portland employs approximately 314 (as of 11/9/2022) full and part time, benefit eligible employees, as well as temporary, seasonal and call employees throughout the year. This includes summer recreation activities, parks maintenance, winter snow operations and fire service. The City recognizes that our employees are among the City of South Portland's greatest assets.

We support and develop employees by partnering with the City departments to provide the necessary training, tools, equipment and technology for them to be successful, providing opportunities for promotion and career advancement, and maintaining a positive, supportive and healthy workplace culture where employees are highly motivated, engaged, creative and productive.

DEPARTMENT STRATEGIC GOALS

- Implement Human Resource management best practices, processes, systems, technology and infrastructure to provide high levels of efficiency, quality, sustainability, compliance and cost effectiveness.

- Transform Human Resources into a strategic partner by aligning Human Resource strategy with the City's operational departments.
- Create an organizational culture that promotes top performance, engagement, creativity, resourcefulness, high morale, accountability, respect, exceptional customer service, and empowers employees to accomplish strategic goals and meet service needs.
- Attract, hire and retain highly qualified, motivated and diverse employees equipped with skills and attitude to support our vision and guiding principles.
- Develop strong organizational leadership through a variety of employee development and succession planning practices.

RECRUITMENT, INCLUDING DIVERSITY TRAINING

- Recruiting and hiring in general has been the major challenge and focus area for the department this year. Due to turnover at unprecedented levels again this year (see below), as employees retire, or decide to try something new following the trend life of choice re-evaluations driven by COVID, or seek alternative employment closer to home, with more pay, or flexibility, etc., and with an increasingly tight labor market, with worker shortages and high demands for pay, both retention and recruitment have absorbed most of the departmental work capacity. During the year, the successful hires included a new Police Chief, a Deputy Police Chief (internal promotion), a Public Works Director (internal promotion), and in June 2021 for FY22, a new social services director and new finance director.
- Ongoing efforts at improvements to diversity recruitment and retention include:

We continue to try the use of new channels to reach applicants, such as alternative newspapers, additional online recruitment resources, professional associations, educational institution career sites, and Maine Career Centers. Social media is used in some areas and likely is an opportunity for further growth that the new Communications Officer funded in July 2022 will support us with. With the financial help of the City’s Human Rights Commission (HRC), we hired an outside consultant recommended by the HRC to help with diversity recruiting at the Police Dept. Although this yielded no viable leads, their final report on the recruitment efforts by the department and their goal to have one viable candidate by Dec. 2022 are still pending.

Efforts to address organizational culture to provide a more open environment included planning for a shared “Groundwater” training by the Racial Equity Institute training for the fall of 2022 with both Cumberland County government and the City’s School Department.

We work to assess organizational culture and diversity by ongoing tracking of workforce demographics.

COLLECTIVE BARGAINING PROCESS

Overall, employee “COVID fatigue,” ongoing general dissatisfaction, changes in the labor market, and staff shortages all impacted the collective bargaining processes. The City’s 5 primary collective bargaining agreements (CBAs) expired at the end of June 2021; 1 other CBA exists to cover two “legacy” employees who work at the City of Portland PRCC. For FY22, the City successfully executed one-year contract extensions, including a minimal COLA increase due to budget issues, with 3 unions but the 2 Fire unions were unwilling to accept the COLA until late in the year and into FY23. Following the execution of the 3 CBA extensions for the one year and in anticipation of new CBAs upcoming, and with work

with Fire continuing, bargaining was ongoing throughout FY22. In addition, two Civil Service Code changes were underway during this period.

COMPENSATION AND CLASSIFICATION PLAN PHASE II

The City’s prior Compensation and Classification Plan for nonunion employees was established in the 1980s. That plan had not been updated since that time and was outdated. As well, in this competitive labor market, ensuring competitive pay helps with recruitment and retention, and the salary levels in the old plan were behind the market. Work in FY21 included Phase I implementation of the new plan for all non-union employees – to bring all eligible employees into the new pay plan and included, as possible with funding available, addressing positions whose pay had been out of market and/or without a step under the old plan for some period; and to transition to a new performance review schedule. Phase II envisioned further addressing positions out of market, which originally was intended to be implemented in the FY22 budget but was delayed due to funding, so planning was undertaken in FY22 for funding effective with FY23. Phase III envisions implementing the merit based component of the new pay plan, as well as establishing when an employee may be eligible for additional compensation due to a related educational or licensing level change, with implementation dependent on future funding.

PERFORMANCE EVALUATIONS AND PROCESS IMPROVEMENTS

In FY22, revised evaluation forms were fielded, and a test of a “360 degree” review process for department head and division directors using specific software was fielded.

NEW HIRING ONBOARDING PROCESS

The launch of the new quarterly **New Hire Orientation** was ready for March 2020, but was delayed due to COVID and until in person attendance could be feasible, with the plan now for introduction in FY23.

CITY SAFETY PROGRAM

- ✓ Work on supporting COVID related safety continued in FY22, with policy updates, contact tracing, positive employee case management, and vaccine introductions.
- ✓ Meeting Compliance Directives for all facilities/departments by the Safety Coordinator, who also oversees all required new hire trainings, in the absence of the Loss Control Consultant for much of the year was handled by the Safety Coordinator.
- ✓ Citywide in-person trainings this year were minimal due to COVID.

PERSONNEL UPDATES

The Human Resources Department strives to attract, hire and retain the most qualified, motivated and knowledgeable candidates for open positions in City government. Position vacancies routinely are posted on the City’s website, www.southportland.org, Department bulletin boards, the Maine Municipal Association website: www.memun.org, and online on Indeed. As noted above, job openings are being advertised in other areas to enhance recruitment outreach.

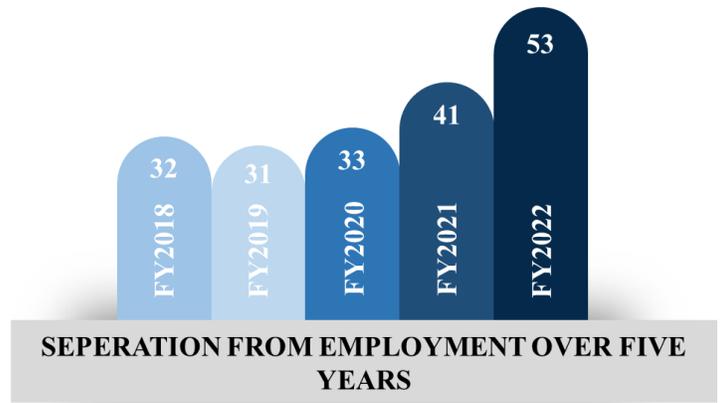
53 Full or Part-Time Employees Separated From Service

WITH 20+ YEARS OF SERVICE:

Amy Berry	Police	44 years
Mark Henderson	Parks and Recreation	24.5 years
Anthony Pasquale	PS Communications	22.5 years
Richard Thibeau	Water Resources	21.5 years
Thomas Simonds	Police	28 years
Doug Howard	Public Works	29 years
Mary Perry	Executive	31 years
Paul Lambert	Police	34.5 years

Of note, Officer Steven Connors with 26.5 years of service passed this year.

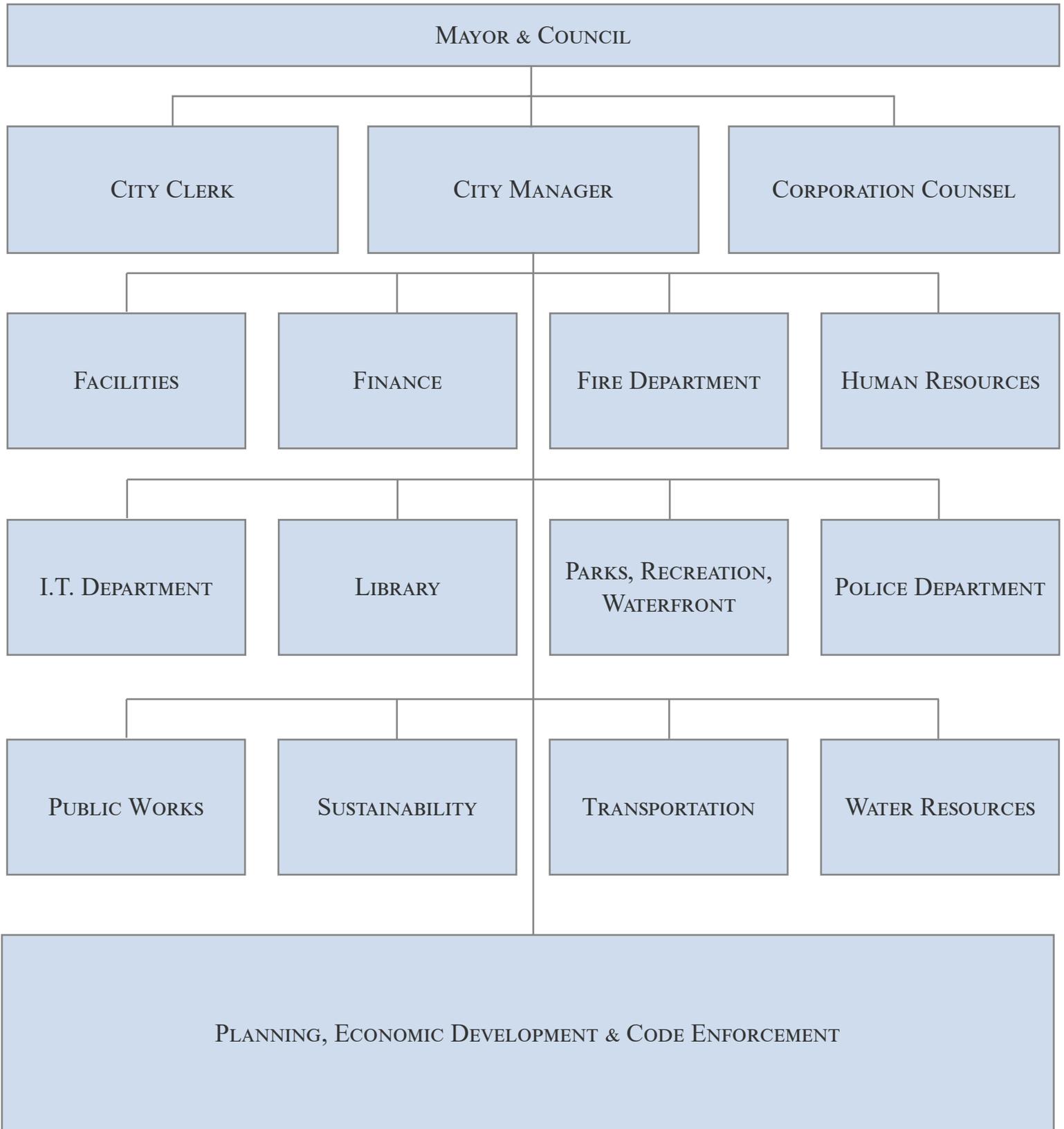
The public service, talents, dedication and historical knowledge of these departed employees are greatly missed.



47 Full or Part-Time New Hires

FISCAL YEAR	Women as % of Reg Employees	Women as % of Div./Dept. Dir.	Ethnically Diverse as % of Reg. Employees
FY2020	26.00%	24.00%	3.00%
FY2021	30.00%	29.00%	4.26%
FY2022	27.60%	36.40%	4.55%
Average over Three (3) Years	27.87%	29.80%	3.94%

CITY OF SOUTH PORTLAND ORGANIZATIONAL CHART



INFORMATION SYSTEMS

The Information Technology (IT) Department is responsible for delivering quality services in the areas of systems support, network operations, application development, communications, video broadcast, and geographical information systems (GIS). IT provides customer service and support for all City departments and the applications that service our citizens.

Currently, there are over 350+ desktop/laptop computers, more than 100 virtual servers, and a network that currently spans 17 locations throughout the City. The network is primarily made up of a City-owned fiber network that services all municipal buildings. The City is looking to expand this capability to eventually include all of our schools. IT also handles all voice communications needs to include City cellular phone accounts, desktop phones, and school department phone systems. Each month, the IT Help Desk receives approximately 600 requests for assistance from users within our City departments.

The Information Technology Department is divided into the following operational categories:

Administration & Management – Manage day-to-day operations of voice and data networks to ensure a high level of data integrity and systems availability.

Support Services – Support all aspects of departmental business functions throughout the City, while maintaining a high level of customer service.

Communications – Perform technical assignments related to telecommunications systems citywide to include installation and support of the City’s internal voice network.

Geographical Information Systems (GIS) – Provide mapping services to various departments throughout the City.

LIBRARY

The past year has been one of steady regrowth for the library, as the community continues to rebound from the COVID-19 pandemic. We have worked to maintain a balance between our growing volume of business and a conservative approach to filling vacant staff positions, resulting in an accessible, manageable and—most importantly—a reliable schedule of service hours to the public, while being able to return some payroll cost savings back to the City.

The fiscal year began with a closure of the Main Library due to a neighborhood stormwater system replacement project, which moved through the library's grounds and parking lot. Throughout the closure, we were able to maintain 7-day-a-week access to library services for the community through the Wescott Road Branch Library location. The Main Library was able to reopen by late July, but traffic disruption in the area around the library had a negative impact on access to this location through Thanksgiving weekend, when the project was finished up.

We currently have 108,900 items in our collections available for lending, and 13,567 registered library users. In addition to the negative impact that road construction had on library traffic, continued pandemic-related challenges in the community impacted the use of our collections. This was on par with our colleagues across the state. From July 1, 2021 to June 30, 2022, we circulated 83,322 items.

Despite the general decrease in circulation, use of Interlibrary Loan services continued to be well-used. In this fiscal year, we checked out 25,386 items to our visitors, which we borrowed from the collections of our partner libraries. As an indicator of how important a resource our collections are to Maine's library community at large, we lent out 26,939 items for users of other libraries in the state to borrow. These numbers are very close to previous years' numbers.

Many visitors use the library in ways that don't generate easy to gather statistics. Much of our traffic comes from visitors using the library's materials within the building, or people simply coming in to use the space to work, access the internet, study or to read recreationally. In our early days of reopening the building, public seating, workspace, and public computer capacity were reduced as pandemic precautions. However, capacity increased throughout the year and the library has seen steady usage.

Our Outreach Services department provides home delivery of library items, as well as a valuable point of social contact, for homebound members of our community. We provided 3,225 items to our outreach clients this past year, despite frequent COVID-related access restrictions at our local aggregate housing facilities.

Library programming was severely limited during FY 21/22, due to continued COVID-19 restrictions. We did hold story times and activities outdoors (as weather permitted) at both library locations, and hosted a regular story time at Bug Light Park. We are proud that, despite significant challenges posed by the pandemic, the Library has been able to continue to provide nearly uninterrupted services to so many in our community.



PARKS, RECREATION AND WATERFRONT

OVER 7,000 PATRONS USED THE WALKING TRACK



OVER 1,700 PATRONS PLAYED PICKLEBALL



2,000 PATRONS PLAYED IN THE ADULT BASKETBALL OPEN GYMS



SOUTH PORTLAND COMMUNITY CENTER

The South Portland Community Center continued to be the heartbeat of the community and provided patrons a much-needed opportunity to have fun and maintain a healthy lifestyle.

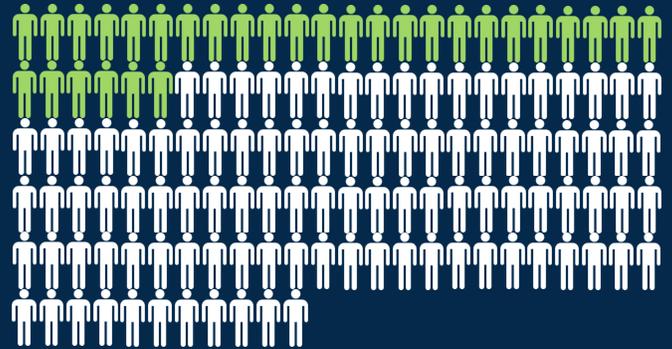
REDBANK COMMUNITY CENTER/COMMUNITY GARDEN

We continued to place an emphasis on creating recreation and leisure opportunities on the west end of town. We added soccer nets to the newly developed playing field next to the community center. Additionally, we collaborated with the Community Garden Collective to begin developing a community garden in that same area. A large perimeter fence was constructed and the Community Garden Collective built a shed and multiple garden beds and the City's Park Department provided and planted multiple fruit trees.

TEEN CENTER

The Teen Center remained busy throughout the 2021-2022 school year. Sadly, our Teen Coordinator resigned in September of 2021, but we were able to keep the center open for the entire school year, thanks to an interim coordinator and support staff. A Teen Coordinator was hired in March of 2022 and they have been an invaluable asset to the program.

131 REGISTRATIONS



20-30 PARTICIPANTS PER DAY

GOLF COURSE

The South Portland Municipal Golf Course continued to be a fantastic place to recreate.

15,884 ROUNDS OF GOLF



600 PROGRAMS

GOLF COURSE PROGRAMS

Ladies' Golf Clinics
 Jr. Golf League
 Adult Golf League

Junior Golf Clinics
 Jr. Open Tournament
 Youth on Course (program in partnership with MSGA—
 started in April 2021)

SKATEPARK PROJECT

The long awaited skate park project made great progress in FY22. The Skate Park Committee held a successful skate park jam in the SPCC parking lot on August 29, 2021, which raised over \$15,000. In February of 2022, the construction of the park went out to bid, with three contractors (American Ramp Company, Gridline Skate Parks and Artisan Skate Parks) expressing interest in the project. During this time, the Skate Park Committee continued to fundraise through grants, small events and an online campaign. American Ramp Company was selected as the contractor to construct the park.

ADULT PROGRAMS

Our adult programs are beginning to see a rise in popularity, with classes such as Gentle Yoga, Aerobic Dance, and Pickle Ball lessons thriving. We also started to incorporate some adult art and enrichment programs as well.

YOUTH PROGRAMS

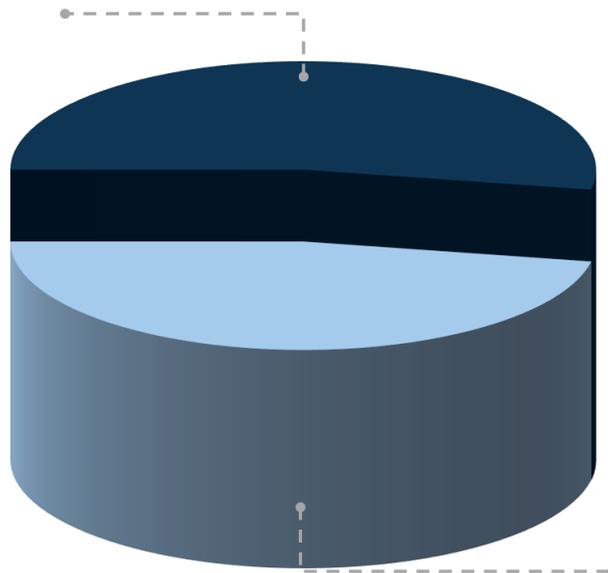
Youth Sports & Enrichments programming continued to climb back almost reaching pre-pandemic levels.

POPULAR PROGRAMS

- | | |
|-------------------------------|-------------------------------|
| Cross County Running Programs | Art Classes |
| Pre-School & Youth Programs | Basket Ball Camps |
| Soccer Programs | Soccer Camps |
| Field Hockey Program | Theater Camp |
| Tennis Camps | Cheering |
| Soccer Camps | E-Sports Leagues |
| Paddleboard Camps | Lost Valley Ski/Ride Program |
| Karate | Flag football |
| Youth Lacrosse | Youth Winter Equipment Rental |

\$140,683

SKATE PARK COMMITTEE
 FUNDRAISED DOLLARS



\$125,000

CITY BUDGET REQUEST

SPECIAL EVENTS

We ran multiple events throughout the year (both large and small) that thousands of people enjoyed.

Halloween Trunk or Treat

In only its second year, over 300 people participated in the trunk or treat. We also transformed the senior wing to be a haunted house, which was a huge hit!

Holiday Tree Lighting

For the first time in a few years, we were able to hold the tree lighting ceremony in person. This event attracted approximately 500 residents to Mill Creek Park

Santa Calling

“Santa” called over 45 South Portland kids. This program has been a staple in South Portland for many years.

Breakfast with Santa

We happily served breakfast to over 90 people, most of whom ended up taking a picture with Santa.

Winterfest/Springfest

Sadly, Winterfest was canceled due to inclement weather. The event had seen its attendance dwindle the past few years, so the decision was made to no longer have it going forward. The event was eventually rescheduled and was renamed Springfest. The inaugural Springfest occurred on May 21, 2022, with hundreds of attendees!

Fourth of July

Thousands of people attended the Fourth of July Event at Bug Light Park. There were 4 food trucks for people to choose from and plenty of family games.

Mill Creek Concerts

Mill Creek Park was the home to 4 outdoor concerts in July 2021. Hundreds of attendees enjoyed the music of the 12/OC Band, the Maine Marimba Ensemble, Studio Two Beatles, and the Down East Soul Coalition.

Outdoor Movies at Bug Light

Unfortunately, inclement weather caused the only movie night at Bug Light Park to be canceled.

Car Show

Our fall car show at Bug Light remained ever so popular, attracting over 1,000 attendees.

Youth Triathlon

Our second annual youth triathlon was held August 21, 2021. Thirty-nine (39) kids participated.



Ice Fishing Derby

Our annual ice fishing derby at Hinckley Park had over 30 participants!

Floating Pumpkin Patch

We held our first ever Floating Pumpkin Patch at the pool in October 2021. Almost 100 people swam to pick their pumpkins and then painted them in the senior wing.



Father/Daughter Dance

Over 300 fathers and daughters danced the night away at the Community Center gym.

ADULT SPORTS LEAGUES

Our attendance for our adult basketball leagues more than doubled from the previous year, serving over 880 program participants. The Monday and Thursday leagues run year round and continue to be a popular program. Our new adult golf league was a huge hit, serving over 85 participants!

OUT OF SCHOOL PROGRAMS

- Over 450 South Portland children (in grades K-8) attended our summer camps. We offered a range of activities and trips for the children to enjoy. It's amazing to see how many campers return a year later to work as camp counselors!
- This was our first year operating our before/aftercare program out of all 5 elementary schools. Despite strict COVID restrictions, we provided this essential service to over 150 children.
- Our December, February, and April vacation camps remained popular, serving our 100 kids.
- We served over 100 kids during the teacher workshops/no school days.

AQUATICS

The pool and the aquatics program at the Community Center continued to be one of the most popular programs in the department. We ran over 75 swim programs for youth and adults and more than 37,000 patrons participated in our open swims! Additionally, our pool continues to be the host site for South Portland High School swim teams' meets and practices. To help make the pool a safer environment for all, we replaced the LED lighting.

SENIOR PROGRAMS

Despite the pandemic, our Senior Programs continued to thrive, offering numerous trips, exercise programs, and games to keep the senior population mentally and physical active and healthy. We went on 60 trips (with 588 participants) to museums, plays, local farms and animal sanctuaries, picnics, lunches, shopping, and much, much more! Additionally, we had hundreds of participants in our exercise programs, which included a balance workshop, bowling, corn hole, chair fit, step into fitness and T'ai Chi.

Funded by a Community Development Block Grant, work on the new Senior Drop-in Center (located in the former before/after care



2021 Thursday Winter Basketball League Champions

wing) began during the wintertime. Prior to opening, the Drop-in Center will be repainted, new flooring will be installed, an accessible bathroom will be built, and a new kitchen will be put in.

WAINWRIGHT SPORTS COMPLEX

The athletic fields at Wainwright Sports Complex were used for an amazing 3,400 hours in FY22! Although we had to turn away outside user groups (due to staffing shortages), we were able to focus on our in-house schools and recreation programs.

PARKS, RECREATION, & WATERFRONT

Phone: (207) 767-7605

Recreation Complex at Wainwright Farms

Hours of Operation

7:00 AM to 3:00 PM, Monday—Friday (Complex and Playscape)

Renting & Field Availability

Rick Perruzzi, Recreation Manager
eperruzzi@southportland.org

SOPO UNITE

SoPo Unite continues to be an amazing asset to the community. Our restorative school policy and athletic code are now the model policies for the Maine State CDC and is featured in the national SAMHSA (Substance Abuse and Mental Health Services) guidebook on community engagement. The program is featured in Journey magazine (which focuses on recovery) and the Program Coordinator has been selected to present at the National CADCA (Community Anti-Drug Coalitions of America) forum on the “Ripple Effect of Positive Youth Engagement” in February 2023. We have added components to the policy to include community service at youth serving agencies (Boys and Girls Club, Redbank Teen Center, and the Community Center) and meeting with the SPPD Behavioral Health Liaison. We have provided trainings to our high school students and have over sixty in our youth committee—they have participated in restorative practice training, Sidekicks (how to talk to your peers about difficult issues), and have implemented captain’s trainings for each sports season. Our students have presented at the MYAN (Maine Youth Action Network) and at the “Future Aspirations- Life After High School” Family Connector session.



This was our second year of managing the athletic fields using organic products. Though a severe drought impacted the fields in mid-summer, heavy rainfalls in August helped the fields get back on track in terms of growth and safety.

Throughout the year we hosted many large events, such as LaxFest, a youth baseball tournament, and a youth softball tournament.

PARKS

The Parks Department is continuing to see a tremendous number of people enjoying our parks. In addition to regular day users, we continue to receive numerous wedding, special event, and fitness class reservations throughout the year. For the 42nd consecutive year, the City of South Portland was recognized with the distinction of being selected as a Tree City. The Parks Department continues to work diligently to maintain the safety and beauty of all city-owned trees and is always looking for ways to beautify our green spaces.

PARK PROGRAMS

For the first time ever, our department started placing an emphasis on outdoor education and outreach programs. Our park ranger staff offered 17 programs from mid-April through the end of the fiscal year! The programs offered included:

- Outreach tables that educated people on topics from “Dog rules at Willard Beach” to “Arbor Day tree giveaway” to “Treasures found on the Beach”.
- Junior Ranger Program. (3 programs, 44 new Junior Rangers!)
- Nature themed presentations for seniors.
- Earth week programs, including geocaching, craft table, a plants program for the day camp, and the emerald ash borer awareness scavenger hunt.

In addition to the outdoor education and outreach programs, we also had an intern for 10 weeks. Sophia Sass, a senior at South Portland High School, played a large role at our tabling events and she also



created an informational flyer that highlights the flora and fauna at Hinckley Park.

CONSERVATION

Our Conservation Manager continued to remove invasive non-native vegetation and replant native vegetation at the Willow St and Willard St entrances to Willard Beach. In total, over 20,000 square feet of dunes have been restored! The Conservation Manager also worked with a group of volunteers to plant 184 dune grass plugs, 15 bayberries, and 15 beach plums in a 5,000 square foot area of frontal dunes.

Last fall we had our annual volunteer clean-up of the pathway that leads from Deake St to Fisherman's Point.

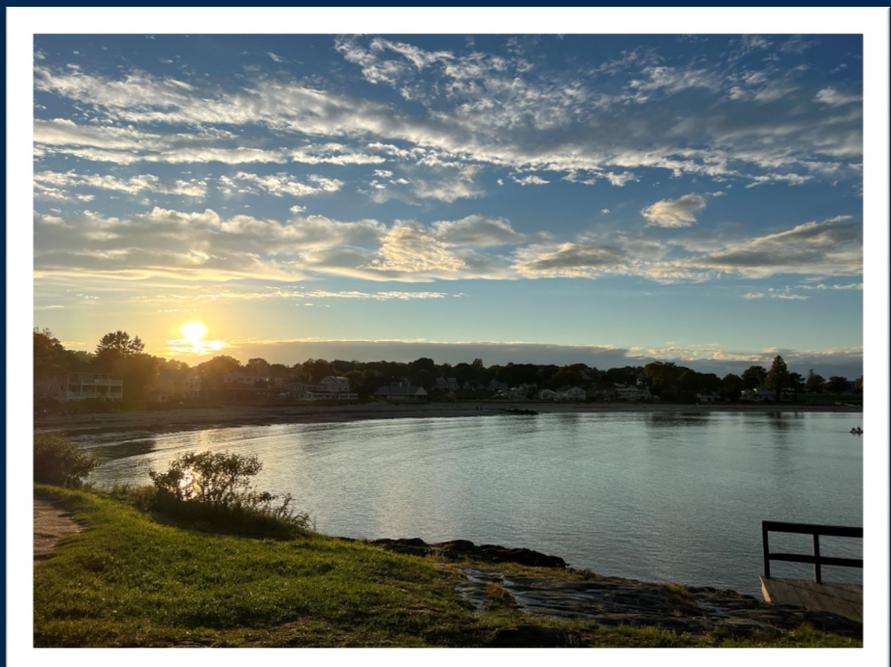
The Conservation Manager led a team of volunteers in cutting back invasive non-native vegetation, which significantly opened up the pathway to Fisherman's Point and provided unobstructed views of Willard Beach.

PARKS DEPARTMENT

(207) 767-7670

Office Hours

Monday—Friday
7:00 am—3:00 pm



PLANNING

Planning Staff:

Joshua Reny, Assistant City Manager
Milan Nevajda, Planning Director
Kelsey Robertson, Community Planner
Shukria Wiar, Community Planner
Eli Rubin, Community Planner
Kate Volz, Administrative Assistant

PARTICIPATION ON BOARDS, COMMITTEES, AND COMMISSIONS:

In FY2021/22 the Planning Division supported, administered, and participated in the following public bodies that help guide and inform community development in South Portland:

- Affordable Housing Committee
- Public Arts Committee
- Historic Preservation Committee
- Bike-Pedestrian Committee
- Board of Appeals (as needed)
- Human Rights Commission (as needed)
- Comprehensive Plan Committee
- Conservation Commission
- Open Space Acquisition Committee
- Planning Board
- Willard Beach Master Plan Committee

DIVISION HIGHLIGHTS

Highlights of FY2021/22 include:

Major Projects approved by the Planning Board:

42 O'Neil St.

Final Subdivision and Site Plan approval for the 43-unit redevelopment of the former municipal public works facility. This project is currently under construction, beginning with O'Neil Street roadway buildout to connect Broadway to Pitt Street.

51 Landry Circle

Conditional Zone, Final Subdivision, and Site Plan approvals to construct 45 senior, affordable housing units at Landry Woods.

99 Preble St.

Zoning Amendment and Site Plan approvals to construct 55 senior, affordable housing units at the Betsy Ross facility.

95 Darling Ave.

Site Plan approval to convert a 30,000 sq. ft. vacant (Wex) office building to a commercial incubator kitchen for new food-oriented businesses.

115 Summit Terrace

Final Subdivision and Site Plan approvals for a 20-unit development at the Piggery site.

The mission of the Planning Division within the Planning & Development Department is to promote a safe, attractive, equitable and prosperous South Portland. The Division strives to achieve this through our service areas and strategic approach:

- (A) Development Review;*
- (B) Maintenance of Land Use Regulations,*
- (C) Long-Range Planning and Policy Research,*
- (D) Community Engagement*
- (E) Board, Committee, and Commission representation, and*
- (F) Collaboration with City, community, and state or regional partners.*

75 Darling Ave.
Site Plan approval for a new meal-prep facility for Preble Street kitchen to provide food assistance throughout the region.

159 Cash Street
Site Plan approval for 10,000 square foot industrial expansion for a longstanding industrial facility.

305 Cummings
Site Plan approval for 24,000 sq. ft. marijuana cultivation facility in a wetland area with no wetland impacts due to alternatives analysis and redesign using staff comments.

929 Highland.
Site Plan approval for two new solar farms on the capped landfill facility.

230 Evans St.
Site Plan approval for a new municipal skatepark.

MAJOR POLICY PROJECTS COMPLETED:

Cash Corner Traffic Calming Pilot

Housing Needs Assessment and Strategy Report

Conditional Kennel Zone

Parks and Open Space Zoning

Municipal Property Tiering Ordinance

Open Space Acquisition Fund Ordinance

Comprehensive Plan Committee Reorganization. Established a new, expanded committee to oversee production of the Comprehensive Plan update

Piggery Preservation. Secured the Piggery property to provide permanent open space protections and 20 housing units

Committee Reorganization. Assisted with drafting committee restructuring and procedural guidance, and created the Public Arts and Historic Preservation Committee (previously combined)

Open Space Bond. Assisted with preparations to secure \$4.5 million for Open Space acquisition

Fiscal Year Time Period (From-To)		Site Plans	Special Exceptions	ADUs	Subdivisions	Nonconforming Lots of Record	Zoning Map & Text Changes	De minimis Changes	Other (street vaca- tions, sale of City-owned property, Ch. 33 outdoor dining, etc.)
7/1/2000	6/30/2001	26	9	0	10	0	11	19	7
7/1/2001	6/30/2002	40	8	0	17	0	4	36	7
7/1/2002	6/30/2003	36	13	0	20	0	7	37	6
7/1/2003	6/30/2004	27	10	0	16	0	7	27	8
7/1/2004	6/30/2005	27	7	9	22	0	8	27	7
7/1/2005	6/30/2006	19	6	5	7	0	10	18	1
7/1/2006	6/30/2007	23	1	6	11	0	8	8	6
7/1/2007	6/30/2008	16	5	4	7	0	6	14	2
7/1/2008	6/30/2009	8	3	3	3	8	7	15	1
7/1/2009	6/30/2010	10	4	4	7	0	5	6	2
7/1/2010	6/30/2011	7	5	3	3	2	5	13	0
7/1/2011	6/30/2012	11	6	4	1	1	3	12	3
7/1/2012	6/30/2013	12	3	9	4	1	1	10	4
7/1/2013	6/30/2014	6	6	5	5	3	7	5	2
7/1/2014	6/30/2015	14	3	3	6	3	8	12	2
7/1/2015	6/30/2016	17	10	4	9	0	1	12	3
7/1/2016	6/30/2017	22	7	6	7	4	9	35	2
7/1/2017	6/30/2018	18	2	8	6	12	11	31	2
7/1/2018	6/30/2019	29	1	8	10	7	5	31	1
7/1/2019	6/30/2020	35	3	8	13	4	3	9	15
7/1/2020	6/30/2021	30	7	6	6	6	4	35	5
7/1/2021	6/30/2022	29	7	2	9	5	9	40	7
Total		462	126	97	199	56	139	452	93
Average		21	6	4	9	3	6	21	4

POLICE



PATROL CAR OVERLOOKING SUNSET • South Portland Police Department

30,681

CALLS FOR SERVICE

2.44%



4,500

FORMAL CRIME & INCIDENTS

60.0%



874

ARRESTED AND SUMMONSED

9.11%



4,977

TRAFFIC STOPS

4.84%



CALLS FOR SERVICE

Calls for service logs are uploaded weekly to our Department website and can be viewed by visiting the City's website (www.southportland.org). The Department continues its CALEA (Commission on Accreditation for Law Enforcement Agencies, Inc.) certification process. The South Portland Police Department is one of only five (5) Maine agencies awarded this certification. Approximately 5% of police departments nationally hold this elite certification. We remain committed to ensuring that our agency possesses the highest level of professionalism and service delivery through the CALEA review. The process ensures our policies, procedures, equipment, and training are the most contemporary and follow best practices. In light of the significant number of contacts our officers have with the public, often during stressful and tense situations, reviews and analyses contained herein indicate that our officers continue to conduct themselves with the professionalism that is expected of them, and which they regularly demonstrate. Their conduct also embodies the spirit and intent of our Mission Statement and our Guiding Values. 2021 is our fourth year in the CALEA process. It entailed two (2) online assessments and an on-site assessment. The on-site assessment was a two-day virtual event where all of our standards were looked at.



NEW HIRES & PROMOTIONS

- Chief Ahern (New Hire)
- Sergeant Armstrong (Promotion)
- Sergeant Giusto (Promotion)
- Sergeant Stephenson (Promotion)
- Lieutenant Todd (Promotion)
- Lieutenant Theriault (Promotion)

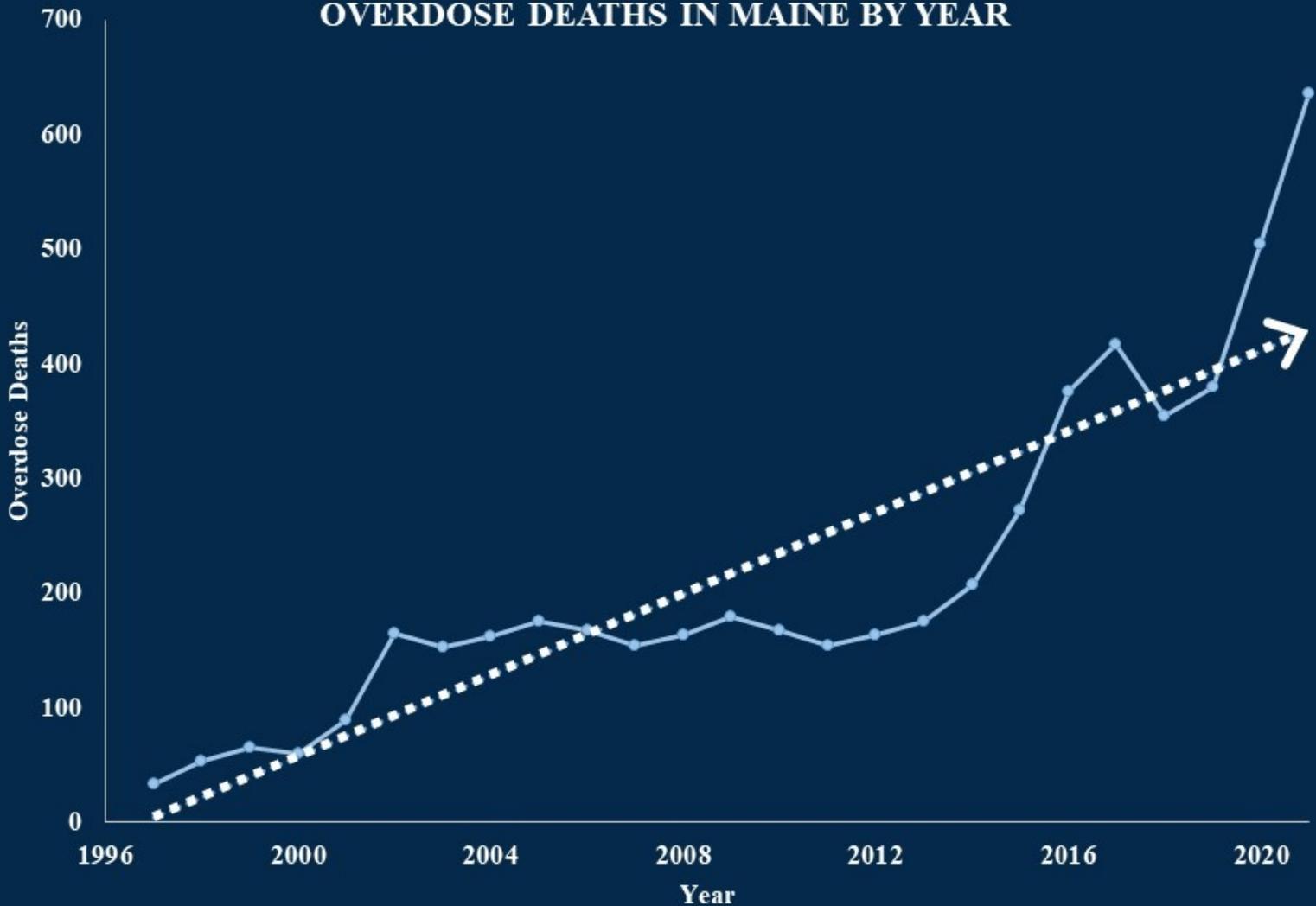
We also submitted six areas of focus that we wanted the assessors to review. Our six were: The Domestic Violence program, Use of Force training, Community Response Unit, Traffic Calming, Recruitment Team and the Department’s evidence and property procedures. The assessors interviewed more than 20 people, including officers in the Department, City leaders, and business people in our community. Citizens also gave their input about the Department. During the exit interview with the two (2) assessors, they commented on what a professional department SPSC is, and expressed being impressed with all of our areas of focus.

OPIOID CRISIS

On November 17, 2021, the U.S. Centers for Disease Control and Prevention (CDC) announced that for the 12 month period ending in April of 2021, over 100,000 Americans died from drug overdose. This number is up a shocking 28.5% from the same period a year prior. Unfortunately, Maine is one of the states hardest hit by the opioid crisis. Data released on 1/19/2022 from the University of Maine’s Rural Drug & Alcohol Research Program estimates that 636 people died in Maine from drug overdoses in 2021. While that figure is an estimate due to a backlog in lab processing, 636 overdose deaths would shatter the previous record of 504 set in 2020 (a 23% increase). 636 deaths is nearly twice the number recorded in 2019 (380). In 2000, Maine recorded just 60 overdose deaths. While these numbers might be alarming to the average person, they do not come as a surprise to the South Portland Police Department. Our officers witness the realities of the opioid crisis on a daily basis. All South Portland police officers carry naloxone (often referred to as “NARCAN”) and are proficient in its use. All South Portland police cruisers are equipped with automated external defibrillators (AEDs) and other lifesaving equipment. Due to the now wide availability of

naloxone, tracking overdose calls is difficult and in all likelihood overdoses are dramatically underreported. To put it simply, the South Portland police are often not called when NARCAN is administered to someone, even though Gov. Mills signed a bill in 2019 commonly referred to as the “Good Samaritan Law” to prevent prosecution of those who report drug-related emergencies. The law is part of an effort to combat the fear of calling 911 in overdose situations. The data that we do have, however, shows the following: In 2019, SPPD officers responded to 68 overdoses. Of these, 11 calls resulted in fatalities. In 2020, SPPD officers responded to 79 overdoses. Of these nine (9) were fatal. In 2021, SPPD officers responded to 91 overdoses. Of these, 14 were fatal. Due to the increased number of overdoses and drug related calls, the South Portland PD has identified and secured grant monies to aid our department in combating this crisis. Additionally, the Department has expanded our behavioral health liaisons’ (BHL) duties to work with individuals specifically involved in drug-related incidents. Our BHLs connect these individuals to proper available resources and follow up with them regularly. Finally, the department has trained a cadre of officers in addition to our BHLs in the recognition of substance use disorders. Other efforts to combat this crisis include our Drug Drop Off initiatives. Unused or expired prescriptions pose a public safety risk. They can lead to accidental poisoning, misuse and overdoses. To help address these concerns, the department hosts an annual drug drop off in conjunction with the US Drug Enforcement Agency. Disposing of drugs properly saves lives and protects our environment.

OVERDOSE DEATHS IN MAINE BY YEAR



Margaret Chase Smith Policy Center - <https://mcspolicycenter.umaine.edu/mcspc-research/drug-overdose-deaths/>

RECRUITMENT/STAFFING ANALYSIS

Pursuant to SOP #3-31, Recruitment and Selection, the following is the annual analysis of staffing and the Department’s recruitment plan.

It’s no secret the last few years have been challenging in terms of officer recruitment and officer retention across the country. Nationally, police resignations have far outpaced hiring. The South Portland Police Department is also seeing this trend, with hiring new officers and retaining officers posing significant challenges. Since June 1, 2018, 29 officers have left the South Portland Police Department for a variety of reasons. Additionally, one officer is on long-term medical leave. From January 2021 to January 2022, the department had 12 officer departures due to: resignation (9), retirement (2), and the unexpected death of an officer.

The Police Department has needed to demonstrate flexibility in responding to the staffing shortages. Officers from special services (Criminal Investigative Division and the Community Response Unit) have been reassigned in order to fill staffing gaps. Our traffic

specialist was sent back to patrol. As of this writing, positions in both CID and the CRU have gone unfilled, as have positions in our K-9 unit. The Police Department also saw changes at the executive level. In April 2021, Chief Timothy Sheehan resigned from the department after leading it for 15 months. In August 2021, Deputy Chief Amy Berry resigned from the department after 44 years of service. These staffing changes—along with the increase in calls in our west-end patrol beats and operational challenges at Cumberland County jail—have been difficult for many members of the department.

However, the Department is making great progress to overcome these challenges. In December of 2021, Lt. Kevin Gerrish was promoted to Deputy Chief, and in January of 2022, the City selected Daniel Ahern to lead the department. (Previously, Chief Ahern was the Deputy Chief of the Chelmsford Massachusetts Police Department.)

In his role as South Portland Police Chief, Chief Ahern has managed the staffing crisis and instituted temporary policies to help alleviate forced overtime, while maintaining delivery of our excellent service.

The Police Department has also had several promotions during the 2022 fiscal year and up to the time of this writing in November

2022, including: newly sworn-in Sergeants Armstrong, Giusto, Stephenson, and New Lieutenants Todd and Theriault. Congratulations, and thank you for your professional leadership.

As of this writing, we have six Officers in the academy and job offers out to seven more. While these new prospective officers offer reason for optimism, staffing will continue to be among the department's biggest challenges in 2022 and beyond. The recruitment team has and will continue to recruit the best candidates to join our other dedicated men and women to serve this great city.

COMMUNITY ENGAGEMENT

The Police Department embraces the use of technology to connect with the community. The public can electronically purchase a copy of a crash report or file some types of reports online, as well as access dispatch logs, arrest blotters, and crime mapping.

The Department also maintains an active presence on Facebook. Please see <http://www.southportland.org/departments/police-department/> for more information on our service offerings.

The Community Response Unit (CRU) continues with programs such as Coffee With a Cop, Tip a Cop, Special Olympics Torch Run, National Night Out, Drug Takeback, and Trunk or Treat. The CRU also deals with other serious issues our city is confronting, such as human trafficking, nuisance houses and other quality of life issues. The department is proud of the strong support we enjoy from City residents.

I would like to thank our residents, business owners, and other City staff for their ongoing support of the Department and our efforts to make South Portland a safe and friendly place to live, work, and do business. I am extremely proud of the work completed by the men and women of this department during the past year. Their

commitment to the Department's mission, the community, the City of South Portland, and the law enforcement profession is, in my opinion, second to none.



For more information about our community programs, please visit our Department website: <https://www.southportland.org/departments/police-department/community-programs/>

29

Officers

Left the Department
Since June 1, 2018

13

Officers

Prospective hires both
in the academy or have
received job offers

“Nationally, police resignations have far outpaced hiring. [...] In my role as South Portland Police Chief, I have managed the staffing crisis and instituted temporary policies to help alleviate forced overtime, while maintaining delivery of our excellent service.”



PUBLIC WORKS

The City of South Portland's Public Works Department is located at 929 Highland Avenue. The Department currently employs 24 full-time employees including four mechanics, one superintendent, one administrative assistant and a director.

The Department has many responsibilities including street and sidewalk repairs and maintenance, trash pickup, paving, roadside collection, sign installation and Transfer Station operations. The Public Works Department has taken over the responsibility of maintaining traffic signals and street lights. The Department works closely with other City Departments to meet the needs of the City and its residents.

A major responsibility of the Department is wintertime operations. Plowing, sanding and salting of the streets and sidewalks are handled through a combination of City staff and contractors. Public Works maintains approximately 330 lane miles of road during winter operations. Four sidewalk machines clear 50 miles of sidewalks each storm. Staff works around the clock to help provide safe streets for travelers and emergency vehicles during snow and other weather-related emergencies.

The Public Works Department operates a Transfer Station for residents to dispose of household items that cannot be placed curbside for pick up. January 1, 2020 the Transfer Station



HIGHLIGHTS

JULY 1, 2021—JUNE 30, 2022

- New traffic signal at Broadway and Sokokis St.
- Phase I and Phase II completed of the Westbrook St. shared use path
- Pedestrian improvements on Cottage Rd. Remainder to be completed in 2023
- Paving: Westbrook St. (Broadway to Wescott Rd.), Sawyer St. (Broadway to Cottage Rd.), A St. (B St. to Ocean St.), B St. (A St. to Ocean St.), Foden Rd. (Western Ave. to end), Q St. (Market St. to E St.), Highland Ave. (Scarborough line to Alfred St.—Maine DOT), Waterman Ave. (Ocean St. to Broadway—Maine DOT), Outer Broadway (Postal Service Way to Scarborough Connector—Maine DOT), Rt. 1 approach to I-295—Maine DOT.
- Street Sweeping (April—November)
- Curbside Leaf Collection (November)
- Repaired various sections of damaged sidewalks throughout the City
- Delivered many sand buckets for the Age Friendly South Portland sand program
- Repaired pavement damage throughout the City
- New traffic signal coordination along the Broadway corridor with new detection system placed at Ocean St. and Highland Ave., and Highland Ave. and Cottage Rd.

transitioned to a resident permit system. Residents must obtain a permit that can be displayed in the window of their vehicle to enter the facility. Items that can be disposed of at the Transfer Station include wood, shingles, sheetrock, tires, appliances and metals. Waste oil is also collected at the Transfer Station. Leaf and grass clippings can be brought to the facility. Food waste bins located at the Transfer Station allow residents to drop off their food waste. This waste is picked up by Garbage to Gardens and is turned into compost.

Street sweeping is done throughout the spring, summer and fall months. The debris that is swept from the street reduces the amount of sediment that makes it to City's Waste Water Treatment Plant. This helps reduce the amount of sediment filtering that is needed at the facility on Waterman Drive. Street sweeping also helps prevent sand and sediment from getting into the City's catch basins and drainage system. Many catch basins drain directly into the brooks and streams that run through the City. Eliminating sediment helps to improve the water quality of the brooks and streams. Special considerations for sweeping are given to the Maine Mall area that is situated in the Long Creek Watershed. The watershed is classified as impaired, and the extra attention is needed to help with the water quality of Long Creek.

PUBLIC WORKS
929 HIGHLAND AVE
(207) 767-7635
publicworks@southportland.org

Office Hours
Monday—Friday
7 AM—3:30 PM

TRANSFER STATION
929 HIGHLAND AVE.
(207) 767-7635

HOURS OF OPERATION
Tuesday—Saturday
8 AM—3:30 PM



MISSION STATEMENT

“ENRICHING LIVES THROUGH QUALITY FOR ALL”

2021-2022 DISTRICT THEME

“YOU BELONG HERE.”

The South Portland School Department continues to be guided by its mission of “Enriching Lives through Quality Learning for All.” This year’s district theme, “You belong here,” adds extra emphasis to our focus on an inclusive, equitable learning environment for our students.

I’m pleased to share the following highlights from the School Department:

- The South Portland Middle School construction project continues to be on schedule with an expected first day of school in the new building on September 5, 2023. Our educators are working diligently to prepare for the launch of the new facility as well as expanded programming to meet the educational needs of all students.
- Since the start of the 2021-22 school year, the district has welcomed nearly 700 students with housing challenges, a majority of whom are multilingual learners progressing in developing English language skills. With the support of many community organizations, school staff members worked diligently to welcome them. We expanded our teaching staff who serve multilingual students and worked to support students’ full participation in our academic programs and activities.
- South Portland High School students Petros Engelhardt and Gavin Cooley were recently honored as a National Merit Semifinalist and Commended Student, respectively. These are among the highest honors American high school students can earn.
- Despite many pandemic-related challenges, our dedicated service employees contribute to our students’ education in important ways. They serve hundreds of thousands of meals every year. They complete tens of thousands of bus runs, and they clean and maintain 700,000 square feet of building space so that our students have a great environment for learning.
- The School Department is currently in the process of significantly expanding adult education programs. We recently received more than \$350,000 in state and private support so that we can better serve adult learners in the community.

ENROLLMENT STATISTICS FROM 2013 - 2018

SCHOOLS	2013	2014	2015	2016	2017	2018
DANIEL F. MAHONEY MIDDLE SCHOOL	304	303	305	317	309	296
DORA L. SMALL ELEMENTARY SCHOOL	346	329	323	319	307	303
DYER ELEMENTARY SCHOOL	291	269	260	244	241	227
FRANK I BROWN ELEMENTARY SCHOOL	315	302	290	277	274	262
JAMES OTIS KALER ELEMENTARY SCHOOL	211	226	218	226	232	228
MEMORIAL MIDDLE SCHOOL	395	418	420	409	400	394
SOUTH PORTLAND HIGH SCHOOL	873	854	896	911	887	896
WALDO T SKILLIN ELEMENTARY SCHOOL	387	400	383	385	385	374



The School Department is guided by an active and engaged School Board who ensure that the community’s financial investment produces positive results for our students. Jennifer Ryan and Molly Schen currently serve as Chair and Vice Chair respectively. Elyse Tipton served as Chair during the 2021-22 Board term.

Achieving “quality learning for all” requires significant collaboration among our students, their families, our outstanding staff, and community members. We are excited about the future of the South Portland School Department, and we look forward to sharing our progress in the coming months and years.

ENROLLMENT STATISTICS FROM 2019 - 2022

SCHOOLS	2019	2020	2021	2022	AVERAGE	CAPACITY
DANIEL F. MAHONEY MIDDLE SCHOOL	319	324	320	285	308	450
DORA L. SMALL ELEMENTARY SCHOOL	273	281	245	231	296	260
DYER ELEMENTARY SCHOOL	222	230	216	198	240	240
FRANK I BROWN ELEMENTARY SCHOOL	269	262	248	255	275	260
JAMES OTIS KALER ELEMENTARY SCHOOL	232	226	217	240	226	240
MEMORIAL MIDDLE SCHOOL	375	361	373	387	393	450
SOUTH PORTLAND HIGH SCHOOL	905	908	908	937	898	1,100
WALDO T SKILLIN ELEMENTARY SCHOOL	384	371	385	357	381	380

SOCIAL SERVICES

South Portland Social Services has multiple roles including General Assistance. General Assistance is a program regulated by State Statute and Ordinance that assists eligible people who are in need and have nowhere else to turn. It provides confidential financial assistance to South Portland residents who are having difficulty meeting basic needs such as rent, food, personal and household supplies, medication, heating fuel, and other essential services. Individuals may be experiencing a layoff, a personal emergency through no fault of their own, homelessness, a pending application for disability, or waiting for their employment authorization.

General Assistance applicants must provide verification of income, expenses, residency, and assets. The period covered by an application and any assistance given under that application cannot exceed 30 days. However, there is no limitation on how many times a person can reapply and continue to be found eligible for assistance. Upon a repeat application for General Assistance, the client must provide documentation (receipts) of all their spending over the past thirty days and income from all sources received by the household.

Applicants are required to seek employment if physically able to do so and apply for other programs that may be available to them which would reduce their need for General Assistance. If an applicant is unable to work due to medical reasons, documentation from a licensed physician outlining work limitations is required. The goal of the general assistance program is self-sufficiency.

Annually, the Department of Health and Human Services releases General Assistance maximum levels of assistance. General Assistance eligibility and the amount the program can assist an applicant with is based on these maximums. The City of South Portland receives 70% reimbursement from the State for General Assistance applicant expenditures.

In addition to General Assistance, Social Services assists residents in utilizing other local resources (food pantries, clothing closets, medical resources, etc.), locating housing, applying for other Social

Service programs (food stamps, heating assistance programs, etc.).

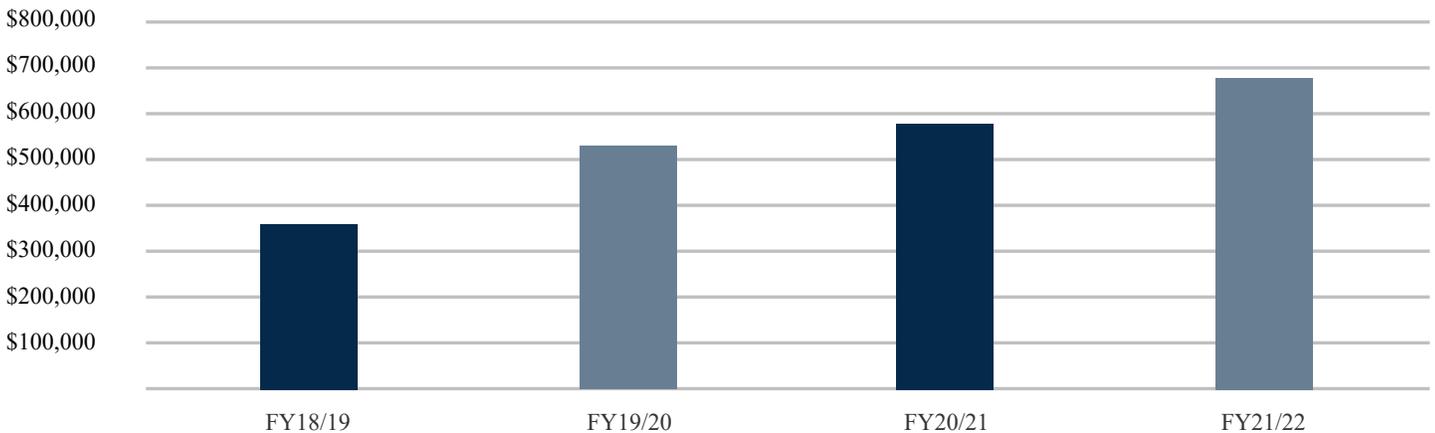
This past year presented unprecedented challenges for Social Services. When the Coronavirus pandemic started, a large number of individuals and families were placed in South Portland hotels due to social distancing in the shelter system and lack of permanent housing. A large portion of these placements were clients through the City of Portland and the Emergency Rental Assistance Program, which is administered by The Opportunity Alliance and Prosperity Maine in Cumberland County. These placements have continued due to very low vacancies rates in apartments and shelters and a record number of individuals and families looking to make Maine their new home. As of this writing in December 2022, due to the length of time in South Portland hotels, State General Assistance statute, and the limits to the Emergency Rent Relief Program, many of these individuals and families are now likely to seek assistance through South Portland Social Services.

The Social Services office is located on the main floor of City Hall. Office staff include four full-time staff, Kristen Barth, Social Services Director, Paige Kombakis, Social Services Support Specialist, Genny Dyer, Eligibility Specialist and Josephine Elder-Haibon, Administrative Assistant.

Kristen Barth was hired as Social Services Director to replace Kathleen Babeu who retired in July 2021. During that time, Paige Kombakis' role evolved from a part-time position to full-time that now includes intensive case management for those experiencing homelessness. Due to increased demand, Social Services also added Genny Dyer as a full-time Eligibility Specialist with a primary responsibility of determining General Assistance Eligibility.

Social Services would like to thank the businesses, organizations, and residents who support those in need. Your ongoing assistance and kindness is recognized and appreciated. If you ever find yourself or someone you know in need, please call the Social Services Office at (207) 767-7617.

TOTAL FOUR (4) YEAR EXPENDITURES



SOCIAL SERVICES

Operation Hours
Monday—Friday,
8 AM—4:30 PM

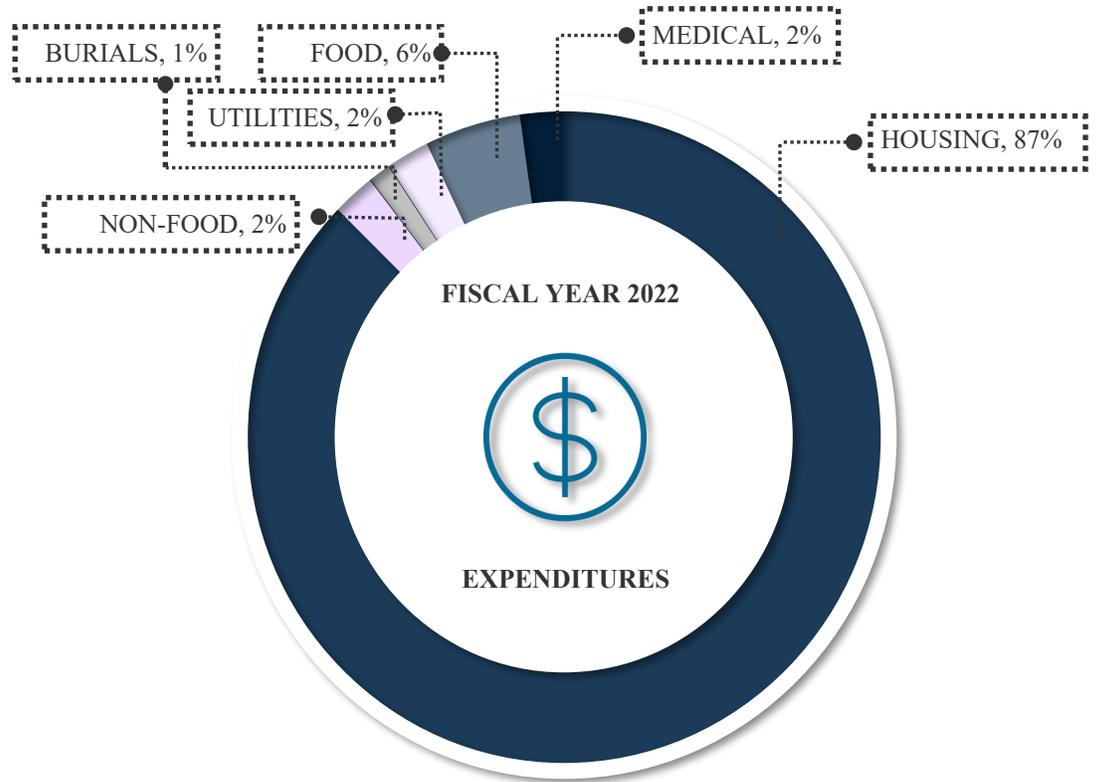
Phone
(207) 767-7617

Emergency*
(207) 799-5511
*life threatening
emergency

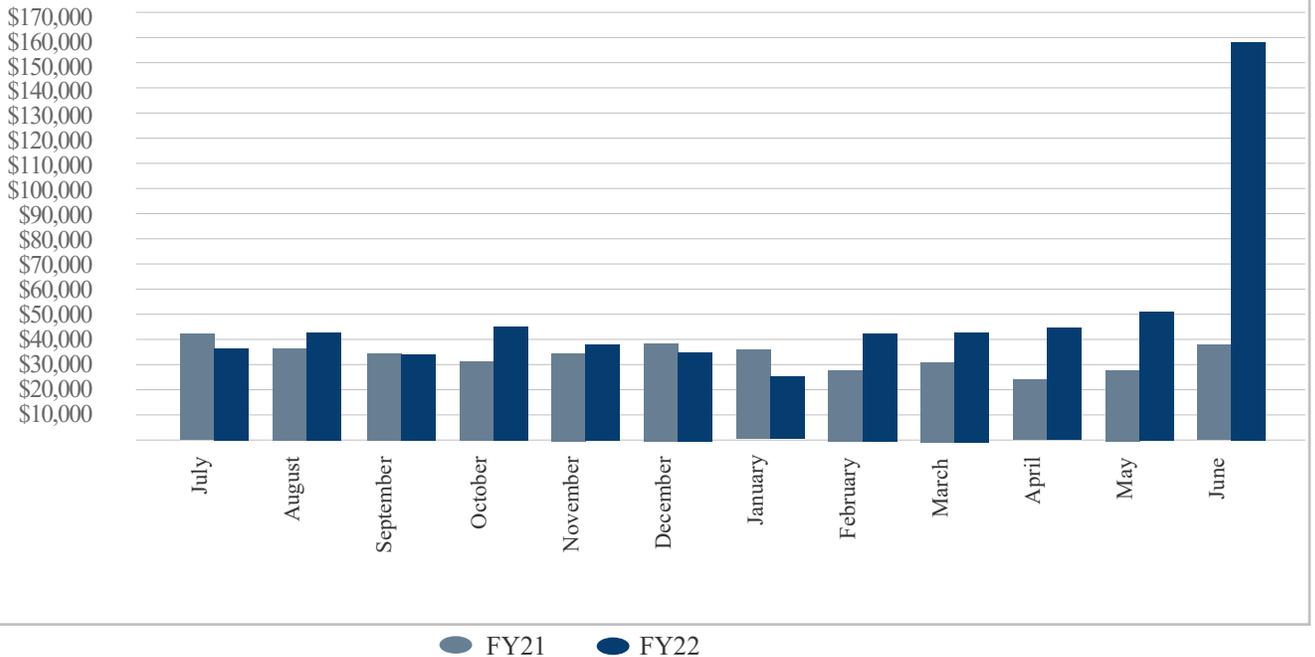
Website
www.southportland.org/departments/general-assistance/

OR

[Click Here](#)



Monthly Rent Expenditures
Fiscal Year 2021 vs Fiscal Year 2022 (Comparison)



SPC-TV

Greetings SPC-TV Viewers,

Thank you for your interest in local access television and welcome to the exciting world of hyper-local media. In preparing this document, the final line from the Athenian Oath springs to mind. As civil servants and practitioners of media production, it seems particularly relevant:

“...we will transmit this City not only, not less, but greater and more beautiful than it was transmitted to us.”

Striving for this level of excellence is what motivates SPC-TV to literally transmit this city to its residents and the larger world with high production standards and an unwavering commitment to honor the public trust.

Please feel free to contact us to learn how we can help you make your own local media at: (207) 767-7615.

And thank you for watching,

Moe Amaral, Station Coordinator

ABOUT SPC-TV

South Portland Community Television (SPC-TV), is a department of the City of South Portland and is funded by a franchise agreement between the City and Spectrum (Charter) Cable. SPC-TV is responsible for the programming and administration of two cable channels on Spectrum. South Portland Community Television (SPC-TV) airs on Spectrum Channel 2 and South Portland Public Access Television (SPPA-TV) airs on Spectrum Channel 3.

The department delivers continuous television programming via direct fiber transmission to Spectrum’s head-end while simultaneously streaming both channels live online 24/7. Additionally, two online repositories of video-on-demand (VOD) content are maintained. Newer content can be found on TelVue CloudCast and archived content resides on Vimeo.

SPC-TV focuses on government and educational programming which includes but is not limited to:

- City of South Portland municipal meetings
- South Portland High School sporting events
- County and State meetings of local interest such as Cumberland County Commissioners
- State and federal government communications
- Civic events such as the Bug Light Car Show, Art in the Park, parades and public forums

SPPA-TV programs public access/public interest content which includes state and national programs, such as *This is America & The World*, as well as local non-profit organization events, such as the annual Tri for a Cure, candidate forums, and public interest pieces.

Along with facilitating coverage for City boards, committees and departments, SPC-TV also provides a direct emergency feed for the City’s Joint Info Center at the South Portland Police Department. We also support South Portland High School’s New Media program by providing funding and platforming, and archiving of all its municipal content. SPC-TV provides media production training for South Portland residents and City staff as needed. Our staff also administers the City’s Zoom account and integrates public participation via the Zoom platform with live meeting coverage.

SPC-TV AS OF THIS DECEMBER 2022

This last year marked a welcome transition for SPC-TV as the “new normal” created by COVID-19 was gradually replaced by a more familiar production routine. The return to in-person activities meant making more videos! SPC-TV created content for the Water Resource Protection Department, and covered events including the Memorial Day and Veterans Day parades. We produced many local interest pieces as well. Highlights include: Concerts in the Park, Spooky SoPo (Kevin’s Haunted House), Art in the Park, Bug Light Car Show, and the Lighthouses Open House.

Municipal meeting coverage remained a core function, and SPC-TV saw its roster expand to include the Comprehensive Plan Committee. SPC-TV staff and Camera Operators trained on the new hybrid Zoom-integrated production system in Council Chambers. This system allows for

members of the public to attend meetings held in Council Chambers remotely via Zoom.

Other technology implementations this year included the purchase of a Gimbal, which improved mobility for cameras on set, and greatly increased use of 360 video footage. We also trained staff on these creative tools. Budgeted items not yet expensed at time of writing include a drone (with training/licensing), and remote cellular connectivity. This functionality is planned to be available in the summer of 2023.

BY THE NUMBERS

SPC-TV manages three online platforms in addition to cable TV. Zoom is the newest, while TelVue CloudCast and Vimeo have been in service for years. These platforms generate various types of viewership data which can provide insight into how many people access SPC-TV's content and what they watch. Cable TV viewership is unavailable, so the numbers below do not include data about this significant segment of viewership.

These metrics indicate that Zoom has been a very significant contributor to public engagement and that Vimeo has emerged as the preferred option for accessing VOD content and downloads. Totalling all engagement moments results in 13,724 instances where viewers accessed content on platforms that SPC-TV operates over the indicated time period. Vimeo impressions are not factored into this total, although they do offer insight into how often potential viewers were exposed to SPC-TV content through online activity.



VIEWERSHIP ENGAGEMENT DATA

SPC-TV LIVE

<i>Total</i> 983	<i>Unique</i> 713
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SPPA-TV LIVE

<i>Total</i> 419	<i>Unique</i> 311
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CLOUDCAST

<i>Total</i> 3,188	<i>Unique</i> 2,674
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VIMEO

<i>Total</i> 5,490	<i>Impressions</i> 66,713	<i>Finishes</i> 1,200	<i>Downloads</i> 2,019
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ZOOM WEBINAR

<i>Total</i> 5,560

SUSTAINABILITY

Mission Statement

The City of South Portland is a sustainability leader in the state of Maine due to our ambitious climate goals, clean energy investment, and innovative programming. The mission of the Sustainability Office is to continue our leadership by guiding the development of policies and practices that promote economic well-being, strong community connections, and a healthy environment.

Our *One Climate Future* plan lays the foundation for much of the work we are pursuing to meet three ambitious climate goals: 1) **use 100% clean, renewable energy for municipal operations by 2040**; 2) **reduce greenhouse gas (GHG) emissions citywide 80% by 2050**; and 3) **build the resilience of our neighborhoods, infrastructure, and ecosystems to the impacts of climate change.** Above and beyond these goals, in 2019 the City Council declared climate change an emergency and expressed its desire to accelerate our transition away from fossil fuels by 2030

WASTE REDUCTION

Recycling Education & Outreach Continued

In collaboration with ecomaine, South Portland participated in recycling tagging, a program designed to prevent recycling contamination, avoid additional fees, and educate our residents about the importance of recycling correctly. This program first launched as a pilot in the Redbank Community in 2018 and has since grown to several neighborhoods throughout the city. Additionally, the “South Portland Recycles” app acts as a resource to residents wondering what can be recycled, when trash and recycling are collected, what can be donated and where, and how to dispose of things that can't go in the trash.

Food Waste Recycling Program Expanded

The City's food waste recycling program added a new drop-off site at the Redbank Community Center. A neighborhood champion working out of the Sustainability Office conducted door-to-door outreach in Redbank to inform residents about food waste programming and distribute translated educational material. The office also hosted two events at the community center to increase the use of this site and general awareness of our food waste recycling program. By diverting food waste from the landfill, this program helps to ensure that food scraps are better used to create clean renewable electricity.

(Due to contamination, we had to temporarily remove the bins located at the Redbank Community Center and plan to relocate them to the Redbank Community Garden.)

Plastic Free July

To get residents thinking about single use plastic consumption, the Sustainability Office planned and executed a “Plastic Free July” campaign, encouraging residents to avoid consuming plastics for the month of July. This campaign consisted of social media posts, weekly South Portland Sentry articles, email outreach and surveys after completion. The campaign proved to be successful in forming personal relationships with residents interested in sustainability. Our office regularly received



emails asking us questions about plastics or sharing their own plastic-free alternatives.

CLIMATE & ENERGY

Benchmarking Ordinance Expanded

After a successful pilot program, Council adopted a citywide benchmarking ordinance in October of 2021. Under the Benchmarking Ordinance, owners of buildings 20,000 square feet or larger are required to track and report their energy and water use annually so that the City may begin to track and incentivize energy performance in existing buildings.

Solar Projects Completed

Three new solar projects came online in 2022: two new landfill projects and an array on the Community Center. These new projects, along with pre-existing arrays, are expected to collectively offset more than 65% of our municipal and school electricity use. These projects reduce our City's greenhouse gas emissions, provide clean, renewable energy, and are estimated to collectively save the City roughly \$25 million over the lifespan of the arrays.

Energy Stretch Code Adopted

The City of South Portland helped the State develop an energy stretch code for new construction that sets a pathway to net-zero energy buildings by 2030. The City adopted the first stretch code, IECC 2021, which went into effect in April 2022. The IECC 2021 is two cycles ahead of the base code, improving energy efficiency in new buildings by 30-35%.

One Climate Future Annual Report

The Sustainability Office produced our first annual report in December of 2021 marking our progress implementing *One Climate Future*. The report showed great progress: Of the 68 strategies and 186 action items identified for reducing greenhouse gas emissions and building community resilience, 58 of the strategies and 107 of the action items are near-term, to be completed by 2025. Of the 58 near-term strategies, 66% were in progress or completed with another 19% upcoming.

TRANSPORTATION

Electric Vehicle Charging

Substantial progress was made to expand EV charging in South Portland. An EV Charging Infrastructure Ordinance was developed and had a council workshop and two (2) public forums. The City commissioned Revision Energy to complete an in-depth analysis of EV technology, markets and policy trends, which helped inform the Ordinance. Additionally, the Sustainability Department released an RFP and selected Revision to own/operate 36 EV chargers on City properties. We are now in the process of assessing sites across the City. We also tentatively awarded three EV Charging Grants to South Portland Businesses:

Tidesmart Realty – 4 chargers for \$16,504

Best Western Merry Manor Inn – 6 chargers for \$13,715

Atlantic Place – 6 chargers for \$18,703

Electric Vehicle Adoption

The Sustainability Department drafted an internal document called the Capital Transition Plan that maps the vehicle electrification transition for the City's 230 fleet vehicles. The Transportation Department added a 2022 all-electric Nissan Leaf to their fleet. The City also helped host two (2) public EV ride-and-drives in South Portland to showcase latest EV models.

Electric Vehicle Data

The Sustainability Department participated in a US Dept of Energy program called EV WATTS that installed a data tracking device in every City electric vehicle to collect data on usage and savings.

Cash Corner Traffic Calming Study

The City conducted a Cash Corner Traffic Calming Study which assessed issues of circulation, bike-ped safety, and truck traffic in the Cash Corner neighborhood. This study included surveys that had hundreds of responses and traffic data that informed a number of traffic calming treatments, which the City installed on a temporary basis. Some of the treatments were kept permanently while others were re-installed for a second year.



Other Traffic Calming Projects

The City supported a pilot curb extension at Preble and Angell and re-installed it for a second year. Planning also got underway for the Broadway Demonstration Project – a project consisting of 5 gateway traffic calming treatments (meant to slow traffic and improve pedestrian crossing experience) installed along the eastern Broadway corridor.

Street Design Technical Manual

Internal asset inventorying, road classification, and initial complete streets design work was completed to inform a Street Design Technical Manual. The City then received a GOPIF Community Action Grant to begin work on a Technical Manual in FY23.

Biodiesel Pilot

The City piloted the use of biodiesel in five Public Works trucks, which were fueled at Scarborough DOT depot. Public Works plans on installing a biodiesel tank at their facility in FY23, which will enable this pilot to evolve to include more and more fleet vehicles.

Anti-Idling Campaign

The Sustainability Office launched an awareness-based anti-idling campaign to reduce idling across the City. This campaign consisted of extensive social media with compelling graphics and posted signage at schools and parks and other locations across the City.

CLIMATE RESILIENCE

Dynamic Flood Inundation Model Developed

Sustainability staff worked with the US Army Corp of Engineers, NOAA, FEMA, and other parts of the Maine Silver Jackets team to develop a dynamic flood inundation model. The model will produce floodplain maps with dynamic details which can be overlaid with building and infrastructure footprints to facilitate climate-resilient planning, such as the development of a resilience overlay district.

100 Resilient Yards Program

The sustainability office began forming a project team, ironing out program details, and applying for grant funding for 100 Resilient Yards, a program designed to offer free hyper-local technical assistance and resources to help South Portland residents and businesses switch to more sustainable landcare practices. Under the proposed program, 100 diverse yards across South Portland will be selected to receive technical assistance and resources to implement one of the following resilient landscape designs: organic lawn, vegetable garden, flower garden, rain garden, pollinator garden, or rewilded landscape.

Soil Quality Requirements in New Development Adopted

New soil quality standards were added to the City's Land Care Management Ordinance and became effective in April 2022. These provisions, which mandate soil de-compaction and nutrient-rich topsoil in new construction, are essential for healthy landscapes.

COMMUNITY ENGAGEMENT

Resilience Fellow

The Sustainability Office hosted a Greater Portland Council of Governments (GPCOG) Resilience Corps Fellow who focused on building out the department's community engagement. The fellow worked on outreach and engagement, program narrative writing, and event planning and execution. To guide our engagement efforts, the Fellow created an engagement plan and outreach calendar to outline all possible engagement strategies (print, online, advertising, events, partnerships) for all office programming to ensure we are reaching diverse audiences.

Muskie Intern

The Sustainability Office hosted a Muskie Intern to work collaboratively with both sustainability and planning departments. The intern helped create a community survey and outreach strategy focusing on low-income communities and communities of color as these groups are likely to suffer disproportionately from climate change and have historically been underrepresented when it comes to planning decisions. The intern hosted a community dinner at the Redbank Community Center and distributed the survey widely throughout the community in several languages. She collected more than 50 responses which will be used to support the development of the City's Comprehensive Plan update and assist in creating neighborhood resilience, an integral aspect of the *One Climate Future* plan.

Keeping Sustainability Top of Mind in South Portland

The Sustainability Office implemented consistent community engagement in FY22 through ongoing outlets and by forming new partnerships. We published weekly *Our Sustainable City* columns in the South Portland Sentry, monthly columns in *Amjambo Africa*, and posted consistent content on Instagram @soposustainability. We also sent out monthly *One Climate Future* newsletters and hosted monthly Coffee and Climate events in collaboration with the City of Portland.

TRANSPORTATION

INTRODUCTION

The South Portland Bus Service (SPBS) operates a fixed-route, public transit service throughout South Portland, into downtown Portland, and into Scarborough along the shopping area off of Payne Road near the Maine Mall. Three routes covered a total of over 193,192 miles and over 150,653 passenger trips in the Fiscal Year that ended June 30, 2022. All SPBS buses are ramp equipped, wheelchair accessible, and are fitted with bicycle racks. The SPBS connects with the Portland METRO bus system and the Shuttlebus/Zoom service through a free transfer arrangement providing its riders a broad, regional travel area with access to the Biddeford-Saco-Old Orchard Beach Transit, the Jetport, Casco Bay ferries, Greyhound Bus, Concord Coach, Amtrak Downeaster, as well as medical, shopping and other high activity centers in the area.

In addition to its fixed-route schedule, the SPBS participates in a regional, complementary paratransit program to transport passengers whose disabilities interfere with their ability to use the fixed-route system. This service is provided through an inter-governmental agreement with the Regional Transportation Program (RTP) (a State of Maine designated Transit District).

SOUTH PORTLAND BUS SERVICE FUNDING FISCAL YEAR 2022

Funding for the SPBS comes from the Federal Transit Administration, U.S. Department of Transportation; Maine Department of Transportation; the City of South Portland; fare collection and advertising revenue. Fare revenue dropped significantly during the COVID-19 pandemic due to reduced ridership. Fare revenue was at a high of \$218,000 in FY 2019, and dropped to a low of \$94,000 in FY 2021. Fare revenue has ticked back up in FY 2022 to \$165,000. Advertising revenue increased from \$29,000 in FY 2020 to roughly \$44,000 in FY 2022.

SOUTH PORTLAND BUS SERVICE RIDERSHIP TOTAL FOR FISCAL YEAR 2022

The COVID-19 pandemic had a major impact on ridership due to several years of remote work and school. Ridership was at a high of 260,000 in FY 2019 and dropped to a low of 114,000 in FY 2021. Ridership has been steadily picking up with a total ridership of 151,000 in FY 2022.

BUS SERVICE FLEET

A fleet of seven heavy-duty, low-floor transit buses are on the road from 5:30 AM until 11:45 PM, Monday through Friday, 6:30 AM until 11:45 PM on Saturdays and 6:30 AM until 6:45 PM on Sundays. One new 35' heavy-duty bus was delivered in March of 2022. Two 30' buses were ordered in 2022 and will be delivered in March of 2023.

MILL CREEK TRANSIT HUB BUILDING

The Mill Creek Transit Hub at Ocean and Thomas Streets, completed in April 2014, continues to be well-used by several hundred passengers a day. The Hub serves as a major transfer point between bus routes and as an origin and destination for retail and other activities in the downtown and Knightville area. The Bus Service secured a federal grant to install a heating and air purification system and hopes to complete that project in the coming year.

CAD, AVL, AND RTPI

The Bus Service deployed a Commuter Dispatch (CAD)/Automatic Vehicle Location (AVL), and Real-Time Passenger Information (RTPI) system in 2016. These tools have enabled riders to track their bus in real-time and improved the efficiency of the bus service's dispatching and operations. The contract for the existing system expired in FY 2022 so the Bus Service will be working to upgrade or replace the system in FY 2023.



www.southportland.org/departments/bus-transportation/

Bus Schedule —> [Click here](#) or visit City website

Bus Fare Schedule —> [Click here](#) or visit City website

Photo (background): Brick Hill Bus Stop

Photo (left): Mill Creek Hub

WATER RESOURCE PROTECTION

COLLECTION SYSTEM DIVISION

Asset Management Program

Following the implementation of the asset management program VUEWorks at the beginning of 2019, the Collection Systems Division has significantly enhanced our data collection and project management capabilities. We can now summarize most of the investments we make in publicly-owned infrastructure. Staff completed over 2,000 work orders for various projects primarily related to the operation and maintenance of the City’s sewer and stormwater systems. Just under \$590,000 was invested, of which approximately 76% was used for corrective maintenance tasks, 13% was used for general maintenance tasks and 11% was used for preventative maintenance tasks. About 79% of these investments were divided between the sewer and storm water systems (41% and 38%, respectively). The remainder was split between general projects – often supporting other municipal departments – and those for “combined systems,” which include both sewer and storm water infrastructure. Staff also completed 2,331 utility locations throughout the City. This process is critical in protecting City-owned piped infrastructure from accidental damage during excavation projects conducted by private contractors or other utilities, such as Unitol, CMP or the Portland Water District.

Catch Basin Cleaning Program

Staff continued using a cloud-based application to document and track catch basin cleaning activities. Nearly all of our approximately 2,700 publicly owned catch basins were cleaned during the 2022 calendar year and about 385 tons of sand and debris were removed. The annual investment to complete this work was just over \$60,000 and continued to be significantly less expensive than what the private sector typically charges to provide similar services.

Sewer Line Maintenance & TV Inspection

To assess infrastructure conditions and ensure the proper functioning of the City’s underground collection systems, staff televised just over 22 miles of pipelines. TV inspection is a crucial component of the City’s asset management program, which prioritizes infrastructure replacement based on detailed condition assessments. Staff also hydraulically cleaned approximately 6.5 miles of sewer lines and removed root obstructions from about 5.3 miles of sewer lines.

Vehicle Maintenance

Staff completed 188 work orders to preventively maintain or repair a wide variety of construction equipment and vehicles used by the Water Resource Protection Department. The timely maintenance of this equipment is critical to the Department’s ongoing success in protecting the City’s water resources cost effectively and efficiently.

Urban Stream Restoration

We continued our ongoing partnership with the Long Creek Watershed Management District (LCWMD), whose primary mission is to restore water quality so that Long Creek and its tributaries comply with state standards. (Long Creek is one of five water bodies in South Portland that do not meet water quality standards due to adverse impacts of surrounding development and for which the City must implement restoration plans). The Storm Water Program Coordinator continued to serve as Chair of the LCWMD’s Board, a diverse group represented by public, private and nonprofit stakeholders who all have a vested interest in helping effectively and efficiently guide the organization’s mission. Finally, staff also partnered with the Cumberland County Soil & Water Conservation District (CCSWCD) to receive a \$42,500 MEDEP grant for the fourth phase of the Trout Brook Restoration Project. (The grant was awarded in August 2021 and Phase 4 formally began in early 2022).

Storm water Management Program

the Federal Clean Water Act requires South Portland and other regulated communities in the state to implement a wide variety of practices (known as “minimum control measures”) to reduce adverse impacts associated with polluted storm water runoff. For FY2021-22, staff was closely involved in helping to finalize provisions of the Maine Department of Environmental Protection’s (MEDEP) five-year storm water permit, which became effective on July 1, 2022. A Storm Water Management Plan was completed as part of this process in March 2021 and received the final MEDEP approval in August of 2022. The 2022 permit includes various additional activities relative to the previous permit that will require increased collaboration with other City departments and partner organizations. For more information on the City’s Storm Water Management Program, please visit our webpage and peruse our latest annual report.

WRP ENGINEERING PROJECTS FISCAL YEAR 21-22

Asset Management

WRP continues to expand the use of the Asset Management program rolled out in 2018. The primary focus this year was on the roll-out of the work order system for operations and maintenance at the Wastewater Treatment Facility, enabling us to manage preventative and corrective maintenance efforts at the plant via the digital system. Utilizing this system increases efficiency while simultaneously providing information for budget forecasting to

establish 20 year upgrade/replacement plans which are fiscally responsible.

Combine Sewer Overflow (CSO) Mitigation

WRP continues to make great strides in the mitigation of CSO events in the City. WRP's CSO projects have resulted in significant decreases in the frequency and volume of CSO events, providing a direct benefit to the water quality of the Fore River and Casco Bay. In calendar year 2021, we only had two CSO events in the City for a total of 2,511,052 gallons of CSO discharge. During the second event we had a rainfall total of 4.10 inches which resulted in 2,447,729 gallons of CSO discharge.

Additionally, WRP is working to update our Long Term CSO Facilities Plan. The CSO Facilities plan maps out the next ten years of CSO projects and is based on a complex cost benefit evaluation informed by our Stormwater Management Model (SWMM).

In-house Collaboration and Pump Station Upgrades

The engineering staff continues to collaborate with maintenance, the sewer collection staff, and the public works staff to do more work in-house versus hiring these projects out. We are able to assess the problem, design, and construct these small projects internally. Our pump station upgrade program is an excellent example. We have been making significant efforts to complete these projects in house utilizing our maintenance and operation staff. Completing these projects in house reduces project costs and has the added benefit of growing our staff's ability and skill sets. Additionally, replacing old pumps and upgrading the electric systems results in significant energy saves.

Water Resource Protection Construction Projects

- Water Treatment Facility Electrical upgrade Phase II
- Continued Asset Management Development with CMMA software procurement
- Aeration Basin Reports
- Chlorination/De-chlorination Upgrade

Water Resource Protection and Public Works Design Projects

- Update of the Long Term CSO Facilities Plan

TREATMENT SYSTEMS DIVISION

FY21-22

Treatment Process

The South Portland Water Resource Protection operations and maintenance staff were responsible for the pumping and treatment of 1.9 billion gallons of wastewater with an average effluent flow of 5.14 million gallons per day. A total of 2.9 million pounds of BOD (biological oxygen demand) and 2.3 million pounds of TSS (total suspended solids) were removed from the wastewater before discharge into Casco Bay. This calculates to 92% removal efficiency for BOD and 95% removal efficiency for TSS parameters.

Biosolids

As part of the secondary activated wastewater treatment process to reduce the amount of BOD and TSS discharged to the Fore River, a total of 9.95 million pounds of waste bio solids was generated (disposed of by Casella Organics). This indicates a sludge yield of approximately 0.72 pounds of bio solids for every pound of BOD removed.

Compliance

Out of a total 1,744 Maine DEP required permit limited reporting points, the wastewater treatment plant achieved a 99.7% compliance. Additionally, we were required to analyze and report nitrogen in our outfall effluent without any permitted limits.

Bypass Events

The City experienced a number of high intensity rainfall and snowmelt events resulting in 3 secondary bypass events totaling 1.9 million gallons. For the most of these events we had enough storage capacity in our sewer overflow treatment system, which allowed us not to bypass during these events. Once the flows receded at the plant, the stored sewer overflow was rerouted back through our secondary system for normal treatment and disinfection.

Industrial Wastewater

A total of 279 million gallons of Industrial Wastewater was received from the 5 permitted Industrial Users in the City. A total of 386 thousand pounds of BOD and 44 thousand pounds of TSS were discharged into the City's wastewater collection system from these industrial users.

Maintenance Improvements and Repairs

The biggest improvement this year was the installation of the PRV valves in the yard, allowing great flexibility in how we are able to control our process during certain events and flow conditions. The second major improvement was the completion of the Phase I & 3 Electrical Upgrade at the Treatment Plant. The work comprised of replacement of the 1970s incoming electrical service distribution center, motor control centers, generator, and wiring. This equipment was replaced with state-of-the-art equipment, which is now tied into and controlled by our computer system, SCADA.

Staff News

Finding excellent people to fill our vacant positions continues to be a challenge. However, there have been a number of very talented new staff members who have joined the wastewater treatment plant. John Gato has joined the maintenance group. Kyle Sanborn and Lewis Therrien have joined the operation group. Water Resource Protection is fortunate to have an exceptional staff that is devoted to serving the City.



CITY DIRECTORY

41 THOMAS STREET

Assessor's Office.....(207) 767-7604

25 COTTAGE ROAD

City Clerk's Office(207) 767-7601
City Manager's Office(207) 767-7606
Finance Office.....(207) 767-7612
General Assistance &
Social Services(207) 767-7617
Human Resources(207) 767-7682
Information Technology.....(207) 767-7681
South Portland
Community Television.....(207) 767-7615

829 SAWYER STREET

Code Enforcement(207) 767-7603
Economic &
Community Development(207) 767-7606
Planning & Development.....(207) 767-7603
Sustainability Department(207) 767-4148

20 ANTHOINE STREET

Fire Department.....(207) 799-3311

482 BROADWAY

Library-Main.....(207) 767-7660

155 WESCOTT ROAD

Library-Branch(207) 775-1835

929 HIGHLAND

Parks Department(207) 767-7670
Public Works.....(207) 767-7635
Transportation Department(207) 767-5556

30 ANTHOINE STREET

Police Department.....(207) 799-5511

21 NELSON ROAD

Recreation Department.....(207) 767-7650

130 WESCOTT ROAD

School Department.....(207) 871-0555

111 WATERMAN DRIVE

Water Resource Protection.....(207) 767-7675



CITY HALL

25 COTTAGE ROAD SOUTH PORTLAND, ME

OPEN MONDAY THROUGH FRIDAY, 8:00 AM—4:30 PM (THURSDAY, CLERK AND FINANCE OFFICE OPEN UNTIL 6:00 PM)

TRANSFER FACILITY

929 HIGHLAND AVENUE, SOUTH PORTLAND, ME

OPEN TUESDAY—SATURDAY, 8:00 AM—3:30 PM

LIBRARY

MAIN

482 BROADWAY, SOUTH PORTLAND, ME

MONDAY—SATURDAY, 10 AM—6 PM

BRANCH LIBRARY

155 WESCOTT ROAD, SOUTH PORTLAND, ME

TUESDAY-FRIDAY, & SUNDAY, 12 AM—5PM

SOUTH PORTLAND COMMUNITY CENTERS AND RECREATION FACILITIES

SOUTH PORTLAND COMMUNITY CENTER

21 NELSON ROAD, SOUTH PORTLAND, ME

MONDAY—FRIDAY, 6AM—9PM

REDBANK COMMUNITY CENTER

95 MACARTHUR CIRCLE WEST

*TEEN CENTER HOURS: MONDAY—FRIDAY
2:30—6:00PM*

SOUTH PORTLAND RECREATION COMPLEX AT WAINRIGHT FARMS

125 GARY L MAIETTA WAY, SOUTH PORTLAND, ME

MONDAY—SUNDAY, 7:00 AM—DUSK

