

# TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: March 11, 2025

Time: 6:30 pm

## I. Call Meeting to Order and Establish a Quorum

The meeting was called to order, and a quorum was established by Select Board Chair, Joanne Joy, at 6:30 pm. Select Board members participating were Joanne Joy, Mark Favreau, Jason Hodde, Allen Acker, Peter Feeney, and Nicole Briand, Town Manager.

## II. Amendments to the Agenda

9.A - Act on Age Friendly Committee Bylaws -Tabled

9.G - Act on Forklift Proposal

## III. Comments from the Public - None

## IV. Approval of Consent Calendar

A. Meeting Minutes

1. February 25, 2025

B. Warrants & Financial Reports

1. Treasurer's Warrant #17

2. February 2025 Financial Reports

C. Reports and Communications

1. Sagadahoc Sheriff's February Report

2. Lisbon Emergency's February Report

**Hodde moved the Board approve the Warrant, as presented; seconded by Acker. Vote was 4-0. Favreau abstained.**

**Favreau moved the Board approve the remainder of the Consent Calendar, as presented; seconded by Acker. Vote was 5-0.**

## V. Public Hearing

Convened 6:36 pm. Adjourned 7:02pm.

A. Marijuana Business License – Growing Balance

B. Marijuana Business License – Funk House Farms

C. Marijuana Business License – Bancrop LLC

Alfred Booty of 88 Pond Road explained to the Board issues that he has had with odors from the businesses at 112 Pond Road. He also expressed his concern that several of the marijuana businesses at this location have been operating without town licenses.

Jason Lorrain the Town's Code Enforcement Operator stated that Growing Balance had the required filters in place and while on his inspection did not smell any odors. He added that he has been at Mr. Booty's residence and could smell an odor. He is unsure where it was coming from.

Favreau explained that the laws have changed and now to receive their state license they must acquire a town license. Joy asked Lorrain what he was doing to get the remaining two businesses to apply for their town license. He stated he had been in touch with them. One of the businesses will be in to start the process. He also stated that if in a month they have not complied they will be served with a violation.

## **VI. Licensing**

### **A. Marijuana Business License for Marijuana Cultivation Facility**

Applicant: Growing Balance

Property: 112 Pond Road (Map R02, Lot 063-F)

**Acker moved the Board finds:**

- **The Code Enforcement Officer approved their Site Plan Review Tier I permit on February 12, 2025, and all performance standards were determined to be adequately met.**
- **That a site visit was conducted by the Town's CEO and all performance standards and conditions of approval are being adequately met.**

**Seconded by Favreau. Vote was 5-0.**

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**Acker moved the Board approve this Marijuana Cultivation Facility Business License application with the following Conditions of Approval:**

- **The applicant shall reimburse the Town for all noticing fees.**
- **The applicant shall maintain the necessary State Licenses and approvals while in operation.**
- **The applicant shall comply with their Site Plan Review Permit from the Code Enforcement Officer, February 12, 2025.**

**Seconded by Favreau. Vote was 5-0.**

### **B. Marijuana Business License for Marijuana Cultivation Facility**

Applicant: Funk House Farms

Property: 112 Pond Road (Map R02, Lot 063-F)

**Acker moved the Board finds:**

- **The Code Enforcement Officer approved their Site Plan Review Tier I permit on February 11, 2025, and all performance standards were determined to be adequately met.**
- **That a site visit was conducted by the Town's CEO and all performance standards and conditions of approval are being adequately met.**

**Seconded by Favreau. Vote was 5-0.**

**Acker moved the Board approve this Marijuana Cultivation Facility Business License application with the following Conditions of Approval:**

- **The applicant shall reimburse the Town for all noticing fees.**
- **The applicant shall maintain the necessary State Licenses and approvals while in operation.**
- **The applicant shall comply with their Site Plan Review Permit from the Code Enforcement Officer, February 11, 2025.**

**Seconded by Favreau. Vote was 5-0.**

- C. Marijuana Business License for Marijuana Cultivation Facility  
Applicant: Bancrop LLC  
Property: 112 Pond Road (Map R02, Lot 063-F)

**Acker moved the Board finds:**

- **The Code Enforcement Officer approved their Site Plan Review Tier I permit on February 4, 2025, and all performance standards were determined to be adequately met.**
- **That a site visit was conducted by the Town's CEO and all performance standards and conditions of approval are being adequately met.**

**Seconded by Favreau. Vote was 5-0.**

**Acker moved the Board approve this Marijuana Cultivation Facility Business License application with the following Conditions of Approval:**

- **The applicant shall reimburse the Town for all noticing fees.**
- **The applicant shall maintain the necessary State Licenses and approvals while in operation.**
- **The applicant shall comply with their Site Plan Review Permit from the Code Enforcement Officer, February 4, 2025.**

**Seconded by Favreau. Vote was 5-0.**

## **VII. Presentation**

### **A. Maine Solar Solutions**

Sean Moulton from Maine Solar Solutions reviewed with the Board the proposed solar project to be installed at the Fire Department. He explained how the net metering worked, how they sized based on the building's current electrical use and then answered questions. The Board asked questions and discussed the possibility of solar projects on other Town buildings such as Public Works, Town Hall, and the future pavilion at the new water park.

## **VIII. Discussion Items**

### **A. Solar Project**

The Select Board discussed the pros and cons of doing a solar project at the Fire Department. Members noted the benefits of the future savings but were concerned with the timing of the project and how it would affect the upcoming budget. The Board decided to put the solar project at the Fire Department on the Town Meeting warrant for the citizens to vote on in June.

## **IX. Action Items**

- A. Act on Age Friendly Committee Bylaws – Tabled
- B. Act on Recreation Refund Policy

**Feeney moved the Board approve the Recreation Refund Policy; seconded by Hodde. Vote was 5-0.**

- C. Act on Pine Tree Engineering Contract Amendment for Dingley Road

**Feeney moved the Board approve Pine Tree Engineering's Paving Projects, Contract Amendment #4 for the Dingley Road extension project; seconded by Favreau. Vote was 5-0.**

- D. Act on Property Tax Abatement # 8

**Feeney moved the Board approve Property Tax Abatement #8; seconded by Hodde. Vote was 4-0. Favreau abstained.**

**E. Act on Annual Report Dedication**

**Feeney moved the Board approve nominee A & B for the Annual Report Dedication; seconded by Favreau. Vote was 5-0.**

**F. Act on Legal Reserve Funding Request**

The Town created the Legal Services Reserve, with the “unexpended” legal services budget to reduce this year’s budget request. The Town is now over budget (as was expected) and is requesting to bill legal services overages to the Legal Services Reserves.

**Feeney moved the Board approve billing the overages from the Legal Services Budget Item to the Legal Services Reserve; seconded by Acker. Vote was 5-0.**

**G. Act on Forklift Proposal**

The Town is requesting the use of \$26,000 from the Solid Waste Reserve to purchase a 2022 forklift to replace our 1982 forklift. The Solid Waste Reserve has \$72,950 available.

**Acker moved the Board approve the purchase of the Doosan Forklift for \$26,000 from the Solid Waste Reserve; seconded by Favreau. Vote was 5-0.**

**X. Town Manager’s Report**

Town Office Closures:

- Monday, March 24<sup>th</sup> for Frederick Electric to install our new underground power service.
- Monday, April 21<sup>st</sup> – Patriot’s Day
- Monday, May 26<sup>th</sup> – Memorial Day
- Wednesday, June 11<sup>th</sup> – Open 10am-2pm - Town Meeting Set-up
- Friday, June 13<sup>th</sup> – Closing at 12:30pm – Staff Appreciation
- Thursday, June 19<sup>th</sup> – Juneteenth
- Monday, June 30<sup>th</sup> – End of Year Processing
- Friday, July 4<sup>th</sup> – Independence Day

Updates:

- With the rainstorm on March 6<sup>th</sup>, there were water leaks at both the Town Office and Public Works buildings. Lubo Construction has been contacted to address the roof leak at Public Works. The water issue at the Town Office will require some exterior grading and additional “waterproofing.”
- After meeting with Somatex to review the system, the “crane” at Public Works has been taken out of service. A meeting is planned with Lubo Construction to address the loose bolts. The Town is awaiting a proposal from Somatex to address the power wiring for the crane. The Town is also scheduling an inspection with another crane company to obtain another proposal.
- Lisbon Emergency is intending to remain as a separate organization for at least one more fiscal year. The Town is hoping to receive the contract extension for FY26 by the end of March as Lisbon Emergency is intending to receive Lisbon’s contract approval in March. The Town is looking at a 5% budget increase for FY26. Lisbon Emergency will be attending the Select Board’s meeting on April 8<sup>th</sup> to share their budget presentation.
- Sagadahoc County will be holding a Spirit of America award ceremony for 2025’s recipients on April 17<sup>th</sup>. Formal invitations will be sent once the location and time are determined.

Upcoming Select Board Meetings-

March 25<sup>th</sup>

- Solid Waste Management Ordinance Amendments
- Dog Ordinance
- Land Use Ordinance Amendments

April 8<sup>th</sup>

- Lisbon Emergency Budget Presentation
- Budget Review
- Land Use Ordinance Amendments
- Review Town Meeting Warrant Articles

April 22<sup>nd</sup>

- Review Town Meeting Warrant Articles
- Budget Approval

May 13<sup>th</sup>

- Approve Town Meeting Warrant

**XI. Announce Future Select Board Meetings**

- A. March 25, 2025, at 6:30 pm – Regular Meeting
- B. April 8, 2025, at 6:30 pm – Regular Meeting
- C. April 22, 2025, at 6:30 pm- Regular Meeting

**XII. Select Board Member’s Comments and Requests**

Feeney asked Briand if she had reached out to the Town of Bowdoin to see if they were interested in resources the Town could offer. She said she had not yet but would reach out to the person she knew there.

**XIII. Comments from the Public- None**

**XIV. Executive Session**

- A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss Town Manager performance review and contract.  
Convened 8:15 pm. Adjourned 8:43 pm.

**Favreau moved the Board enter Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss Town Manager performance review and contract; seconded by Acker. Vote was 5-0.**

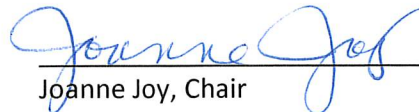
**Favreau moved the Board leave executive session; seconded by Feeney. Vote was 5-0.**

**Favreau moved the Board approve the employment agreement amendment as presented; seconded by Acker. Vote was 5-0.**

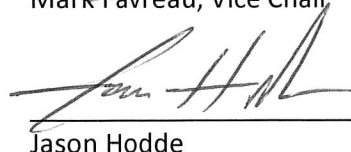
**XV. Adjourn**

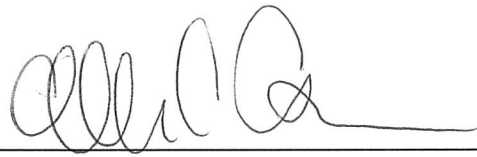
Adjournment was at 8:44 p.m.

Select Board  
Town of Bowdoinham, Maine

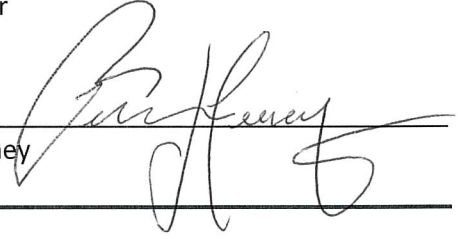
  
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Joanne Joy, Chair

  
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Mark Favreau, Vice Chair

  
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Jason Hodde



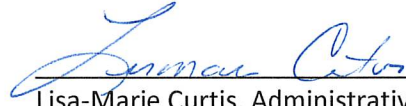
Allen Acker



Peter Feeney

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Respectfully Submitted,



Lisa-Marie Curtis, Administrative Assistant