

TOWN OF BOWDOINHAM

SELECT BOARD MEETING MINUTES



Date: December 9, 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 (via Zoom), Allen Acker, Shelley Hooper and Nicole Briand, Town Manager.

II. Amendments to the Agenda

5.C- Committee Appointment

III. Comments from the Public - None

IV. Approval of Consent Calendar

- A. Meeting Minutes
 - 1. November 25, 2025
- B. Warrants & Financial Reports
 - 1. Treasurer's Warrant #11
 - 2. November Financial Report
- C. Reports and Communications
 - 1. Sagadahoc Sheriff's November Report
 - 2. Xfinity Notice

Favreau moved the Board approve the Consent Calendar, as presented; seconded by Hooper. Vote was 5-0.

V. Action Items

- A. Act on Property Tax Abatement #1

Favreau moved the Board approve Property Tax Abatement #1; seconded by Hooper. Vote was 5-0.

- B. Act on Maine Trails Grant Acceptance

Hooper moved the Board accept the Maine Trails Program Grant and authorize the Town Manager to sign the grant agreement; seconded by Favreau. Vote was 5-0.

- C. Act on Committee Appointment

Favreau moved the Board to approve Amy Babb to the Cemetery Advisory Committee for the term starting December 9, 2025 to June 30, 2028; seconded by Hooper. Vote was 5-0.

VI. Discussion Items

- A. Revaluation Process with Rob Duplisea

Rob Duplisea from RJD Appraisals met with the Select Board to discuss the revaluation process.

- First Step: Data collection, which has already been completed. RJD staff visited properties to update the information the Town had on file.
- Second Step: The team is currently reviewing property sales for the past 2½ years. This analysis helps establish a method for evaluating properties, considering factors such as age, location, and condition.
- Third Step: In March 2026, Mr. Duplisea will conduct a roadside review of properties to verify the previously recorded data.
- Final Steps: A mock tax commitment will be prepared, and letters will be sent to property owners. Owners will then have the opportunity to meet with the assessor. If necessary, adjustments will be made before taxes are officially committed for the FY26-27 season.

B. Pratt Road Acceptance Process

Briand shared with the Select Board the State Statute concerning road acceptance. The statute requires that all property owners along the road submit a written request to the municipal officers. This request must describe the property or interest, specify its location, and state that the owner(s) voluntarily offers to transfer such interests to the municipality without any claim for damages. The request may take the form of a petition, agreement, deed, affidavit, or other written document.

Briand plans to send a letter with this information to the property owners on the discontinued portion of Pratt Road.

VII. **Town Manager's Report**

Dog Licenses Due – December 31st

Our Holiday Giving Tree is back; tags are available at Three Robbers and the Town Office.

Town Office Holiday Schedule:

December 22 Office will be open 7:30 am – 3 pm

December 24-26 The Office will be Closed.

Upcoming Meetings

December 23rd – Audit with James Wadman

January 13th – Budget Goals, Project Updates, Committee Updates

Updates:

- The U.S. Department of the Treasury has announced they have officially ceased the production of pennies as of May 2025, and the Federal Reserve sent its last shipment of pennies in August of 2025. Due to this decision made by the U.S. Department of the Treasury, our supply of pennies for coin orders and cash transactions will be limited.

Customers paying with cash may no longer receive exact change because pennies are increasingly unavailable. Instead, we will round totals to the nearest five cents for cash transactions.

- For example, order comes out to \$10.22, customer will pay \$10.20.
- However, if an order comes out to \$10.23, customer will owe \$10.25.
- Dingley Road Extension – The Dingley Road extension is complete.
- The handicap entrance for the Town Office has been fixed, as have both water leaks.

- We met with MDOT to discuss the Brooklyn Bridge project. The project is scheduled for 2027 construction, but that could change based on their right-of-way process. I have requested that MDOT attend a Select Board meeting to discuss the project once the final design is complete.
- MDOT is also in the planning process for two bridges over the Abagadasset River, these bridges will not be under construction at the same time, however their construction schedule may change based on the timeline for the Brooklyn Bridge. The first is on Route 24, the Abagadasset Bridge is tentatively planned for 2027, and the detour route is White Road. The second is on Browns Point Road, the Lower Abadagasset Bridge is planned for 2028, and the detour route is River Road.
- Waterfront Restrooms – The contractor was on site to install the door and determined that they need to reorder the door.
- The retaining wall work for Center Street and Ridge Road are on hold until spring unless this early winter breaks.

VIII. **Announce Future Select Board Meetings**

- A. December 23, 2025, at 6:30 pm – Regular Meeting
- B. January 13, 2026 at 5:30 pm – Regular Meeting
- C. January 27, 2026 at 6:30 pm - Regular Meeting

IX. **Comments from the Select Board Members**

Acker stated that as a Board he felt that they tend to be reactive to situations presented by the Town Manager during meetings. He proposed that the Board adopt a more proactive approach and suggested five potential projects:

- A Property Revaluation Policy
- Exit Strategy for Coombs Building: moving the Town Office to another location.
- Establishing a Reserve for the Public Works Facility
- Establishing a Reserve for Future Park Maintenance
- A Complete List of Abandoned or Discontinued Roads

X. **Comments from the Public**

On behalf of the Fire Department, Jason Lamoreau extended an invitation to the Board members and the public to join the department on January 19th for a Celebration of Lifetime Achievement, honoring the Town's longest serving firefighter.

XI. **Executive Session**

- A. Convene in Executive Session Pursuant to 1 M.R.S. §405(6)(E) to consult with Town Attorney regarding the Public Works Facility.

Convened 7:43 pm. Adjourned 8:25 pm.

Acker moved the Board enter Executive Session Pursuant to 1 M.R.S. §405 (6) (E) to consult with the Town Attorney regarding the Public Works Facility; seconded by Favreau. Vote was 5-0.

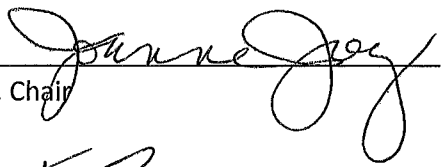
Favreau moved the Board leave Executive Session; seconded by Acker. Vote was 4-0.
(Hodde had left the meeting)

No action was taken.

XII. **Adjourn**

Adjournment was at 8:25 p.m.

Select Board
Town of Bowdoinham, Maine



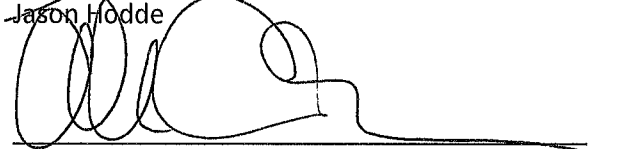
Joanne Joy, Chair



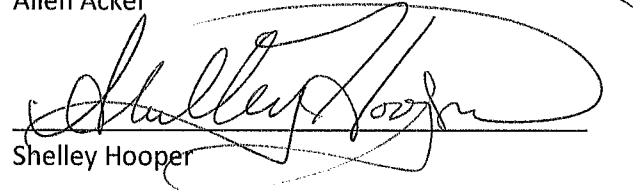
Mark Favreau, Vice Chair



Jason Hodde

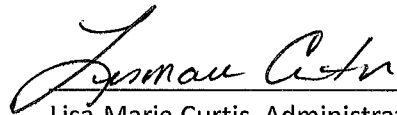


Allen Acker



Shelley Hooper

Respectfully Submitted,



Lisa-Marie Curtis, Administrative Assistant