

TOWN OF BOWDOINHAM

SELECT BOARD MEETING MINUTES



Date: August 26, 2025

Time: 6:00 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 6:00 p.m. 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 – None

III. Comments from the Public - None

IV. Approval of Consent Calendar

- A. Meeting Minutes
 - 1. August 5, 2025
- B. Warrants & Financial Reports
 - 1. Treasurer's Warrant #4
- C. Reports and Communications
 - 1. Sagadahoc Sheriff's July Report

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

V. Action Items

A. Act on Municipal Officers' Order – Pratt Road

The Board voted on a municipal order for the winter maintenance 2025-2026 of the discontinued section of Pratt Road. This places a question on the November 4, 2025 ballot asking the Town if they will approve the Town providing winter maintenance for this coming winter to the public easement section of Pratt Road. A public hearing is to be scheduled on this topic.

Acker moved the Board approve the Municipal Officers' Order to place the winter maintenance of Pratt Road on November 4, 2025, ballot; seconded by Feeney. Vote was 3-2. Favreau and Joy opposed.

B. Act on Committee Appointment

Favreau moved the Board appoint Colleen Crowley to the Committee on Age-Friendly Bowdoinham with a term of August 26, 2025, to June 30, 2028; seconded by Hodde. Vote was 5-0.

C. Act on Cemetery Reserve Request – Tree Removal

The Cemetery Committee is requesting \$4,300 from the Cemetery Reserve for Tidewater Tree Care to remove an old tree and tree trunk in the Ridge Road Cemetery.

Favreau moved the Board approve expending up to \$4,300 from the Cemetery Reserve for Ridge Road Cemetery Tree Removal; seconded by Feeney. Vote was 5-0.

D. Act on Maine Trail Program Grant Application

Feeney moved the Board support applying for a Maine Trail Program Grant for the design and development of an accessible trail and observation platform; seconded by Acker. Vote was 5-0.

E. Act on Sand Bid

Favreau moved the Board award the winter sand bid to Country Fare, Inc for a cost of \$19.50 per yard delivered, \$18.50 per yard loaded; seconded by Hodde. Vote was 5-0.

F. Act on Dingley Road Bid

Feeney moved the Board award the Dingley Road Extension Bid to Bedard Excavation and authorize the Town Manager to sign the contract; seconded by Favreau. Vote was 5-0.

VI. Discussion Items

A. Town Hall Policy

The Board reviewed the old Town Hall Policy and made recommendations to the Town Manager for changes to the policy. The Board was concerned that old fees were too low, they suggested an increase in rental, deposit, and cleaning fees. Other items they felt should be addresses were smoking and open flames within a set distance from the building as well as rewording the "Over 21" clause to include smoking, cannabis as well as alcohol use and updating the check list. The policy will be discussed again.

B. Waterfront Policy

The Board reviewed the Waterfront Policy; the focus was on rental of the park facilities and adding specific areas for private and public use. They made suggestions for defining cannabis and tobacco usage, how late music could be played, renters' responsibility for clean-up including animal waste.

The Board then discussed the need for marketing for both the Town Hall and the Parks. Board members felt that a marketing strategy should be put in place to bring in economic growth and revenue to the Town.

C. Traffic Calming Policy

The Town Manager had provided Board members with various towns' traffic calming policies which members reviewed. The Board discussed whether a policy was needed or not. They decided not to implement a policy at this time and that they would look at individual situations as they are presented to the Board.

The discussion flowed into the next discussion item for Carding Machine Road with the data gathered from the speed machine that the Town placed on the road. The majority of the vehicles traveled past the machine under 40 mph with a small exception.

D. Carding Machine Road – Traffic Calming

Feeney asked about addressing and closing the concerns the residents for Carding Machine Road brought to the Board. Favreau commented that general perception is that an unmarked country road is 45 mph and that the additional signs would make drivers aware that there is a set speed limit.

Briand commented they were not installing speed bumps, the suggested placement for speed bumps were for areas of 25 mph and lower.

Feeney asked if they would notify the residence of the Boards decision.

VII. **Town Manager's Report**

- Property Taxes- Liens were recorded on August 22nd.
- Parking Lot – The parking lot paving and curbing has been completed; striping is scheduled for this evening.
- The Town reissued the Riverview (Yellow) House Mitigation Assessment & Design project, proposals are due Monday, September 29, 2025.
- Briand is working to schedule the installation of the flooring in the Town Office to limit the impact on the office.
- Town Hall – The flooring and windows have been installed. New wiring has been installed; the new lighting fixtures will be installed after the interior is painted.
- Riverfront Park - Base paving of the access road and adjacent parking spots has been completed. Final paving and curbing will be completed in September.
- RH Construction will be preparing to start the public works insulation project next week.
- The Town received one estimate for sidewalk retaining wall on Center Street and is waiting for a second estimate.
- The Waterfront Restrooms are open, and the new hours are 6am to 8pm to accommodate boaters and summer events.
- A draft Community Resilience Grant application for an Open Space Plan was provided to the Board. The requested grant amount is \$49,887.

VIII. **Announce Future Select Board Meetings**

- A. September 9, 2025, at 6:30 pm – Regular Meeting
- B. September 23, 2025, at 6:30 pm – Regular Meeting

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

Acker asked why both the Planning Board and Board of Appeals meetings had been cancelled. Briand said she would ask about the Planning Board. The Board of Appeals is down to three members, all of them need to be in attendance to have a quorum, one member was sick, so the meeting had to be rescheduled. The Town is looking for volunteers to sit on the Board of Appeals.

Joy informed the Board that she served for one year on the County Budget Advisory Committee. She did not feel it was beneficial for the community nor that the County Commissioners were responsive to any recommendations the committee made. She felt they did not value the committee or their input.

Joy asked Briand about the tables and chairs for the Town Hall. The Cemetery Committee is moving forward with using the hall on October 18th and wants to know if it is going to be ready. Briand said she believed so. They are working on the finishing projects and details.

X. **Comments from the Public**

A member of the public expressed his concerns about the speed driven on Ridge Road, especially of commercial vehicles. Acker asked if the Town's speed sign could be placed on Ridge Road. Briand said that the sign was on Main Street but could be moved to Ridge Road next.

XI. **Adjourn**

Adjournment was at 7:09 p.m.

Select Board
Town of Bowdoinham, Maine

Joanne Joy, Chair

Mark Favreau, Vice Chair

Jason Hodde

Allen Acker

Peter Feeney

Respectfully Submitted,

Lisa-Marie Curtis, Administrative Assistant