

TOWN OF BOWDOINHAM

SELECT BOARD MEETING MINUTES



Date: September 9, 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

1. Ridge Road Sidewalk Retaining Wall – Item 5.G
2. Lisbon Emergency Steering Committee – Self-Determination Study – Item 6.D
3. Cemetery Committee Certificates – Item 6.E

III. Comments from the Public - None

IV. Approval of Consent Calendar

- A. Meeting Minutes
 1. August 26, 2025
- B. Warrants & Financial Reports
 1. Treasurer's Warrant #5
 2. August Financial Reports
- C. Reports and Communications
 1. Sagadahoc Sheriff's August Report

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

V. Action Items

- A. Act on Annual Town Meeting Warrant
This November's election includes two Select Board positions, one School Board position and Pratt Road Winter Maintenance. Only one person turned in papers for Select Board, the second opening will go to a write-in candidate.

Acker moved the Board approve the Annual Town Meeting Warrant for November 4, 2025, as presented; seconded by Favreau. Vote was 5-0.

- B. Act on November 4th Election Appointments

Acker moved the Board approve Tina Magno, Town Clerk to appoint Rachele Tome as Warden for the Election to be held on Tuesday, November 4, 2025; seconded by Hodde. Vote was 5-0.

Acker moved the Board approve the Election Clerk appointments for the November 4, 2025, Election, as presented; seconded by Favreau. Vote was 5-0.

C. Act on Public Hearing Notice – Pratt Road Maintenance

Hodde moved the Board hold a public hearing pursuant to 30-A M.R.S. § 2528(5) on Tuesday, September 23rd at 6:00 pm to hear public comment on the following November 4th Warrant Article: “Shall the Town vote to authorize the Select Board to conduct winter maintenance for the 2025-2026 winter season on a 0.19-mile section of Pratt Road that was previously discontinued?”; seconded by Favreau. Vote was 0-5.

After the motion was made the Board discussed the wording of the question purposed for the November warrant and decided that for clarification it should be changed from ‘was previously discontinued’ to ‘is currently discontinued.’

Hodde moved the Board hold a public hearing pursuant to 30-A M.R.S. § 2528(5) on Tuesday, September 23rd at 6:00 pm to hear public comment on the following November 4th Warrant Article: “Shall the Town vote to authorize the Select Board to conduct winter maintenance for the 2025-2026 winter season on a 0.19-mile section of Pratt Road that is currently discontinued?”; seconded by Acker. Vote was 0-5.

D. Act on FY2025-26 Tax Commitment

The Board reviewed various mil rates and how they would affect taxes and the overlay. The Town did not have a net budget increase for this budget year, however the Town’s share of the:

- County’s budget increased \$52,254 from \$758,178 to \$810,432 and
- MSAD 75 is budget increased \$444,194.24 from \$4,225,580.84 to \$4,669,775.08.

Acker moved the Board set the tax rate for Fiscal Year 2026 at 21.87 (\$21.87 per \$1,000 of valuation) and approve the Assessors’ Certification of Assessment, Municipal Tax Assessment Warrant, Certificate of Commitment, and the Certificate of Assessment, as presented; seconded by Favreau. Vote was 5-0.

E. Act on Fire Reserve Request – SCBA Airpacks

Acker moved the Board approve expending \$114,170 from the Fire Reserve for the SCBA Airpacks; seconded by Hodde. Vote was 5-0.

F. Act on Public Works Reserve Request – Roads Appropriation

The Town raised \$350,000 in the Public Works reserve for road work (Dingley Road is currently planned for construction this season). The funding not needed for Dingley will go towards next year’s planning and road work.

Acker moved the Board approve expending \$350,000 from the Public Works reserve for Road Work; seconded by Favreau. Vote was 5-0.

G. Act on Public Works Reserve Request – Center Street & Ridge Road Retaining Walls

Favreau moved the Board authorize the Town Manager to contract with Willie C. & Sons and approve expending up to \$70,000 from the Public Works reserve for the retaining walls replacement; seconded by Hodde. Vote was 5-0.

H. Act on Waterfront Reserve

The Town has an estimate to replace the waterfront bathroom door. The individual who caused the damage has agreed to pay for the door. The Town Manager requested to use funding from the waterfront reserve to complete the project and then reimburse the reserve once the Town receives payment from the individual.

Acker moved the Board approve expending funding from and depositing money into the Waterfront Reserve from the restroom door replacement; seconded by Favreau. Vote was 5-0.

I. Act on Municipal Services Impact Statement

Acker moved the Board has no concerns, as the proposed project will not have unreasonable adverse impact on municipal services; seconded by Hodde. Vote was 5-0.

J. Act on IT Services

Last year the company used by the Town, API, was acquired by ERGOS. Due to some changes in service, the Town researched and met with other providers.

Acker moved the Board approve transitioning IT Services to InfoTech Maine, LLC; seconded by Favreau. Vote was 5-0.

K. Act on Waterfront Policy

Favreau moved the Board approve the Waterfront Parks Policy as amended; seconded by Feeney. Vote was 5-0.

L. Act on Town Hall Policy

Acker moved the Board approve the Town Hall Policy as amended; seconded by Hodde. Vote was 5-0.

M. Act on Committee Appointment

Favreau moved the Board appoint Allison Tanner to the Comprehensive Planning Committee for a term of September 9, 2025, to June 30, 2028; seconded by Hodde. Vote was 5-0.

N. Act on Liquor Licenses

1. Dandelion Spring Farm

Acker moved the Board approve the application for a catering permit for Vessel and Vine, LLC, as presented; seconded by Favreau. Vote was 5-0.

2. Three Robbers Pub

Briand let the Board know that Three Robbers still needed to fill out the online application with the State of Maine. Joy pointed out that the application had the same date for start and expiration.

Acker moved the Board approve the application for a liquor license for the Three Robbers Pub; seconded by Favreau. Vote was 4-1. Joy opposed.

VI. Discussion Items

A. Reschedule November 11th Meeting.

November 11th is a holiday, Board members agreed to move meeting to Monday, November 10th at 6:30 pm.

B. Sagadahoc County Budget Advisory Committee

Steve August, District 2 Sagadahoc Commissioner appealed to Board members of the importance of the County Budget Advisory Committee and asked if a member would be willing to make the commitment to serve on the committee for 3 years.

Board members were not interested at this time, Hodde did ask for more information about the position.

C. **Old Dump Access Road**

The Board discussed starting discontinuation process of the old dump access road. From Carding Machine Road to the end of the Town property is still a public road. This section has no residents; a public easement would be retained for town access to the old dump. The public must vote to approve the discontinuance.

D. **Lisbon Emergency Steering Committee – Self-Determination Study**

Lisbon Emergency Steering Committee needs committee members. Acker volunteered to serve on this committee.

E. **Cemetery Committee Certificates**

The Cemetery Committee proposed a joint effort with the Select Board to present certificates of appreciation to cemetery volunteers. The certificates would be issued from both the committee and the Board. Board members were very much in favor of this.

VII. **Town Manager’s Report**

- Oliver Terilli joined our Public Works team on August 27th!
- Linda Jariz will be joining the office staff in October to assist with absentee voting.
- The Finance Advisory Committee has their first meeting for the FY26-27 budget season on September 17th.
- The Town reissued the Riverview (Yellow) House Mitigation Assessment & Design project, proposals are due Monday, September 29, 2025.
- The flooring installation has been scheduled for September 29th, 30th and October 1st.
- Town Hall is continuing to move along. New wiring has been installed; the new lighting fixtures will be installed after the interior is painted. The heat pumps are being installed. To be completed: trim work, painting, plumbing, door installation, new access deck with ramp and back deck with stairs, pathway paving, kitchenette (counters with sink, refrigerator, microwave), attic work, chair racks, chairs/tables, and supply orders.
- RH Construction has started the insulation project. We have an executive session scheduled with Leah for September 23rd.
- We did not renew our CDs with Androscoggin or Downeast, however we are opening a saving account and a CD with Northeast Bank, due to the rates.
- The Town signed the contract with Maine Solar Solutions for the solar array on the Fire Station.
- The Town will have the contract signing for Dingley Road on September 12th.

VIII. **Announce Future Select Board Meetings**

- A. September 23, 2025, at 6:00 pm - Public Hearing & Regular Meeting
- B. October 14, 2025, at 6:30 pm - Regular Meeting
- C. October 28, 2025, at 6:30 pm - Regular Meeting

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

The Board asked Briand where they were at with the Gallant legal process. Briand explained they are still waiting for hearing dates and will be having an executive session with the attorney at the Board’s next meeting.

Members also asked how the Town was moving forward on other issues such as 1440 River Road. Briand said they would be seeing this on a future agenda and a final notice is being worked on.

On a different note, Joy complimented the work that is being done by various staff members. She stated that she is always happy to tell people how remarkable the town staff are. She feels that they are dedicated and eager to help.

X. **Comments from the Public**

Richard Beals of Ridge Road addressed the Board, expressing his frustration over unresolved issues at 780 Ridge Road that have persisted for several years. Beals stated that he believes the Town has not taken sufficient action and announced his intention to pursue a petition with the Town, for which he will consult legal counsel to ensure proper wording. He also plans to contact state representatives, the Department of Environmental Protection (DEP), and the governor's office.

Acker explained that the Town must follow strict guidelines in such cases. Beals acknowledged this but reiterated his frustration, stating that he feels not enough has been done to resolve the situation by anyone, including the county and sheriff's department.

Joy thanked Beals for his comments and informed him that the issue would be on the agenda for the next Select Board meeting. Beals thanked the Board.

XI. **Executive Session**

A. Convene in Executive Session Pursuant to 1 M.R.S. §405(6)(C) to discuss the acquisition of property of interest.

Convened 7:22 pm. Adjourned 8:13 pm.

Acker moved the Board enter Executive Session Pursuant to 1 M.R.S. §405 (6) (C) to discuss the acquisition of property interest; seconded by Favreau. Vote was 5-0.

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

Feeney motioned to authorize the Town Manager to pursue the property of interest and to enter into a purchase and sale of the property; seconded by Favreau. Vote was 5-0.

B. Convene in Executive Session Pursuant to 1 M.R.S. §405(6)(A) to discuss Town Manager review.

Convened 8:15 pm. Adjourned 8:40 pm.

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

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

No action was taken.

XII. **Adjourn**

Adjournment was at 8:41 pm.

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

TOWN OF BOWDOINHAM

SELECT BOARD MEETING MINUTES



Date: September 16, 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, and Nicole Briand, Town Manager. Pete Feeney was absent.

II. Amendments to the Agenda

A. Updated MSAD 75 Community Use of School Facilities Policy

III. Comments from the Public - None

IV. Approve Consent Calendar - None

V. Action Items

A. Act on Corrected FY2025-26 Tax Commitment

An assessor's assistant's input error led to an incorrect homestead exemption and reimbursement amount on the commitment approved September 9th. The Board considered how potential mil rates would affect both the overlay and taxpayers. Although the Town had no net budget increase this year, the overall tax rate is impacted by increases in the County's budget (up \$52,254 to \$810,432) and MSAD 75's budget (up \$444,194.24 to \$4,669,775.08).

Favreau moved the Board set the tax rate for Fiscal Year 2026 at 22.11 (\$22.11 per \$1,000 of valuation) and approve the Assessors' Certification of Assessment, Municipal Tax Assessment Warrant, Certificate of Commitment, and the Certificate of Assessment, as presented; seconded by Hodde. Vote was 3-0. Acker opposed.

VI. Discussion Items

A. MSAD 75 Community Use of School Facilities Policy

The Select Board discussed the Community Use of School Facilities Policy that the MSAD 75 Board of Directors recently approved. In the policy changes towns will be charged for use of the school's facilities.

Acker spoke to Bowdoinham's school representative and fees have been suspended for this year. Board members as well as Jason Lamoreau, Recreation and Community Services Director, are not happy with this change to MSAD 75 policy. Acker plans to attend on September 25th.

Acker moved the Board to take a position of zero pay what you can fees appropriated for use of MSAD 75 facilities for Bowdoinham municipal functions on school properties: seconded by Favreau. Vote was 4-0.

Acker moved the Board have the Town Manager draft a letter on behalf of the Select Board and the Town that states we are in opposition to paying any fees for facilities that we already pay for, therefore, we believe all municipal functions should be permanently waived from the policy; seconded by Favreau. Vote was 4-0.

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

VIII. **Adjourn**

Adjournment was at 6:24 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