

# TOWN OF BOWDOINHAM WATERFRONT PARKS POLICY

## I. Purpose

The purpose of this policy is to set clear requirements regarding the rental and use of Maily Waterfront Park and Bowdoinham Riverfront Park.

## II. Use

The parks were created for the enjoyment and use by all.

1. The Gazebo and other areas of Maily Waterfront Park and Bowdoinham Riverfront Park may be rented to any resident, non-resident, organization, group, non-profit, or business.
2. The sponsor of an event is responsible for assuring all vendors have applicable licenses and insurance certificates.
3. Vendors – Vendors may sell goods and/or services at the Park with approval from the Town or as part of an approved event. Vendors must provide copies of applicable state licenses and/or permits.

## III. Fees – The rental fees are as follows:

### A. Private Event

1. Bowdoinham Resident - \$50
2. Non-Bowdoinham Resident - \$150
3. Non-Profit or Business - \$100

### B. Public Event

1. Charging Access Fee – \$150
2. Not Charging Access Fee - \$50

The rental time must include set-up and clean-up. For events lasting over 24 hours, a double fee may be charged.

Payment shall be made when reserving the Park. Reservations shall not be held until payment is made.

### C. Bathroom Facilities

Additional fees may be assessed for private and public events over 100 people. The renter may be required to arrange for additional toilets on their own, in which case a copy of the agreement with the provider must be submitted to the Town.

D. Security Deposit

A \$100 security deposit is required at time of reservation to be held at the Town Office. The security deposit will be returned if the Park is left in good order and no damage is evident. The security deposit will not be returned if the Park is not cleaned or if there is damage from the renter.

The renter is responsible for any and all damage during and associated with the use of the park for their event and will be billed for any damage and/or cleaning necessary in excess of the security deposit.

E. Vendors – Fees are as follows:

i. Food Vendors

1. Commercial - \$100

2. Non-profit, club or association - \$0

ii. Service Vendors (kayak rentals, dog training, etc.) - \$100

iii. Non-Food Vendor - \$100

iv. Vendor with an approved event - Subject to event rules and fees.

The fees outlined above are for a 12-hour time period.

F. Waiver of Rental Fees

The Town Manager has the authority to waive any and all rental fees noted above. Such waiver may take into consideration the organization requesting the waiver, the purpose of the event and the ability of the renter to pay the rental fee.

IV. Rules

- A. The Town will maintain a calendar for the Parks listing events and rental times and will schedule all use of the park.
- B. Music and noise will be kept at a level that does not offend the neighbors. All music must be turned off at 10:00 p.m. Sunday through Thursday. Music must be turned off at 11:00 p.m. Friday and Saturday.
- C. Open flames are not permitted in the park.

- D. There shall be no alcohol, tobacco or cannabis consumption on the premises, except for with approved licensed events.
- E. Carry In, Carry Out! All trash must be removed.
- F. Animal waste must be picked up or the renter will be charged \$50.00
- G. The Town Manager, under his or her sole discretion, may prohibit a group or individual from using the Park.
- H. Public Events
  - i. The renter must add the Town of Bowdoinham as an additional insured to their insurance certificate. A copy of the organization’s certificate must be submitted to the Town.
  - ii. The renter is responsible for all vendors at their event.
- I. Private Events - The renter is responsible for all vendors at their event.
- J. Vendors (except clubs, associations, and non-profits) must provide sales certificate. Commercial Food Vendors must provide proof of liability insurance. All insurance and sales certificates must be sent with the application to be considered complete.
- K. The boat launch, access to the docks, and parking must remain open for use by the public at all times.
- L. Parking in designated areas only. No overnight parking.

Amended September 9, 2025

Town of Bowdoinham

Select Board

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Joanne Joy, Chair

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Mark Favreau, Vice Chair

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Allen Acker

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