

Memorandum

To: Board of Selectmen

From: Yvette Meunier, Director of Planning and Development

Date: April 9, 2026

Re: Authorization to Proceed with Land and Water Conservation Fund (LWCF) Application and Warrant Article

Purpose

The purpose of this memorandum is to request that the Board of Selectmen authorize placement of a warrant article for Town Meeting to allow the Town to apply for federal funding through the Land and Water Conservation Fund (LWCF) for waterfront and recreation improvements and to commit the required local match.

Project Overview

The proposed LWCF project builds upon the Town's 2019 Riverfront Master Site Plan and is intended to enhance Bowdoinham's riverfront as a safe, inclusive, and resilient recreational destination for residents and visitors. The project integrates improvements at the new park and the adjacent Maily Waterfront to create a cohesive, year-round recreational area.

Major project elements include:

Pavilion: The pavilion cost estimate is based on a 48' x 80' post-and-beam structure designed to support year-round and multi-use functions. The scope includes two enclosed corners, full electrical wiring, necessary concrete work, and installation of a rooftop solar array sized similarly to the Fire Station system. The solar component is intended to offset approximately 50% of the facility's remaining electricity costs.

The budgeted amount includes a 15% contingency and is informed by two construction quotes received during this Winter. In addition, the Town may be eligible to leverage a \$75,000 Community Resilience Partnership grant, which requires no local match, to help offset the cost of the solar array.

Technology Infrastructure: Costs network infrastructure, wireless internet access, security cameras, at the new park and door access controls at both parks to support public use, operational needs, and site security.

Septic System: The septic system cost estimate is based on design and engineering plans prepared by Frick Associates this Winter. The proposed system would connect the existing Maily bathhouse to shared infrastructure with capacity for future expansion as additional uses are developed, including a bathroom at the new park. Installing this system as part of the current project is advantageous, as significant earthwork is already planned in these

areas, resulting in cost efficiencies. In addition, a permanent system would reduce ongoing septic tank pumping expenses, providing long-term operational savings for the Town.

Skating Rink: The skating rink cost estimate is based on a quote received this Winter for a mobile rink system that can be installed and maintained by the Recreation Department without the need for specialized equipment. This passive system requires only the assembly of perimeter boards and filling the rink with water. Locating the rink beneath the pavilion will extend ice longevity by reducing direct sun exposure and will significantly simplify maintenance, as staff will not need to clear snow from the surface. Together, these factors improve usability while minimizing ongoing operational demands. Funding for this item would be matched by the Rideout Family Trust, leveraging private support to offset the Town's investment.

Natural Play Area: The natural play area cost estimate is based on pricing obtained from a local company that recently constructed a similar natural play installation in Brunswick. This estimate reflects a proven, locally implemented design approach and current construction costs. Funding for this item would be matched by the Rideout Family Trust.

Mailing Park and Access Improvements: The cost estimate includes paving the Maily parking lot, realigning the park entrance and a new crosswalk with rapid flashing beacons to move pedestrians between the two parks. This estimate incorporates a 15% contingency and contractor mobilization costs.

There is also potential for the park entrance realignment and pedestrian crossing infrastructure to be partially or fully funded through a Congressional District Spending appropriation request made on our behalf by MaineDOT earlier this year, which could further reduce the Town's overall financial share.

Project Budget and Funding

The total estimated project cost is **\$1,440,000**, with an anticipated LWCF grant request of **\$720,000**, representing the maximum 50% federal share. The local match would be funded through a combination of:

- CMP/Riverfront Tax Increment Financing (TIF) Fund
- Rideout Memorial Reserve Fund (Natural Play Area & Skating Rink only)

In addition, the Town is exploring complementary external funding sources that could further reduce the local share but are not guaranteed, including:

- **A \$75,000 Community Resilience Partnership (CRP) grant** (no local match) to assist with the pavilion solar array.

- Potential state or federal transportation funding, including a **Congressional District Spending (CDS) request through MaineDOT**, to support park entrance realignment and pedestrian crossing infrastructure.

Project	Total Cost	Grant Request	Match (TIF unless otherwise noted)
Pavillion	\$700,000	\$350,000	\$350,000
Technology Infrastructure	\$25,000	\$12,500	\$12,500
Septic System & Infrastructure	\$325,000	\$162,500	\$162,500
Skating Rink	\$10,000	\$5,000	\$5,000 (Rideout)
Natural Play Area	\$150,000	\$75,000	\$75,000 (Rideout)
Mailing Park & Access Improvements	\$230,000	\$115,000	\$115,000
Totals	\$1,440,000	\$720,000	\$640,000 (TIF) \$80,000 (Rideout)
<i>*To include a restroom</i>	<i>\$1,690,000</i>	<i>\$845,000</i>	<i>\$765,000 (TIF)</i> <i>\$80,000 (Rideout)</i>

Call to Action

LWCF requires formal municipal authorization prior to submission of an application. In order to meet application timelines and preserve access to this significant federal funding opportunity, staff is requesting that the Board of Selectmen vote to include a warrant article at Town Meeting authorizing participation in the program and committing the required local match. If approved at Town Meeting an application can be submitted. If awardee, the Selectboard will have an opportunity to accept or deny the funds at that time.

Recommended Warrant Article

The following language is recommended for inclusion in the Town Meeting warrant:

To see if the Town will authorize the Treasurer to apply, on behalf of the Town, for federal financing assistance under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the development of Waterfront and Recreation Improvements; authorize the Board of Selectmen to enter into the Land and Water Conservation Fund Project Agreement with the State subsequent to federal approval of the project; further authorize the Board of Selectmen to appropriate up to \$720,000 from the CMP/Riverfront

TIF Fund and Rideout Memorial Reserve Fund for all or part of the local share of the project cost; and authorization to borrow the necessary funds from time to time to cover anticipated reimbursement.

To: Bowdoinham Selectboard
From: Community Development Advisory Committee
Date: April 7, 2026
Subject: New Pavilion Findings Report

Purpose

The purpose of this memo is to provide the Selectboard with a summary of our findings on the needs and desires for a new pavilion at the Bowdoinham Riverfront Park. This attached Community Requirements addendum consolidates the priority uses, design considerations, and infrastructure needs identified through multiple public meetings we have held with the community.

Pavilion Mission Statement

To create a pavilion that supports local economic development and community needs. The pavilion will be aesthetically pleasing, environmentally sustainable, and multi-functional. A cost-effective project that will also generate revenue for the town through rental fees.

History

Over the past several decades, the Town of Bowdoinham has steadily advanced a long-term vision for revitalizing the waterfront. This effort began in 1998, when the Town acquired 22 acres and 1,500 feet of shoreline along the Cathance River at the new Bowdoinham Riverfront Park, recognizing the area's potential as a community asset.

In 2004, the Town adopted its first Waterfront Plan, which outlined a major reorganization of the area—including the eventual relocation of Public Works—to allow for public access improvements and new recreational amenities. A decade later, the 2014 Comprehensive Plan reaffirmed these goals, specifically calling for implementation of the 2004 Waterfront Plan. That same year, the Town adopted the CMP/Riverfront TIF Program, establishing a funding mechanism to support the transition of the property.

In 2017 the Town reestablished the Comprehensive Planning Committee and approved funding for a new Public Works facility. In 2019, a Master Site Plan which included conceptual designs, cost estimates and building orientation for a pavilion at the new park which was formally approved at Town Meeting, at which time CDAC was tasked with guiding its initial implementation. In 2024, the TIF was amended at Town Meeting to include a \$500,000 line item to develop a pavilion.

Starting in April 2025, CDAC partnered with the USDA Wholesale Markets and Facility Design Team, taking advantage of free technical assistance to develop architectural sketches, floor plans, and 3D renderings.

Throughout 2025–2026, CDAC conducted public engagement to gather input. This included a table at Celebrate Bowdoinham, hosting focused stakeholder meetings with farmers (November 4), artisans (January 6), non-profits (February 3) and Age Friendly participants (February 12, attendance 60+), as well as collecting ongoing feedback through regular CDAC meetings. These discussions have shaped the priorities and recommendations presented in this report.

Revenue & Operations

Rental income may offset maintenance, but the facility is not expected to generate significant revenue or maintenance costs. The primary community value lies in service, economic activity support, and activation of the waterfront/park area.

Recommendation

CDAC recommends a basic 80'x48' post and beam, solar-ready pavilion that includes minimum storage and a programming corner along with lights, outlets, and wi-fi matches the basic needs identified by the community. Additional features such as audio equipment, vinyl curtains, and an engineered lawn can be further investigated as needs continue to grow in the future. CDAC recommends including this pavilion in an upcoming Land and Water Conservation Fund grant application due at the end of June 2026, to augment the TIF funds previously approved at Town Meeting.

Supporting Materials

Links contained within the matrix include:

- Community Requirements
- USDA Layout Concepts

Community requirements

Overview

The Pavilion is intended to function as a multipurpose, three-season, public facility capable of supporting farmers' markets, community events, concerts, classes, gatherings, and general public use. Feedback indicates strong demand for a flexible, open-air structure with reliable utilities, accessible design, and configuration options that can accommodate typical 10'x10' vendor booths. The following are highest priority items we received feedback on.

Priority Program Uses

- Farmers Market & Arts/Swaps
- Classes & Exercise Activities such as gardening, CPR, dancing
- Picnics & Sheltered Relaxation
- Shade / Weather Protection
- Community Events: concerts, theater, performances

Moderate priority uses include sit-down meals, dances, receptions, and family gatherings. Lower priority but still desired items include a small stage (1–2 feet high), ice skating infrastructure, and a range of “other potential uses”.

Recommended Pavilion Size

- 48' x 80' (supports three rows of vendor booths with 9' wide ADA compliant aisles between rows)

Building & Structural Features

- Post & beam, open wall structure (3-season, unheated)
- Minimum eave clearance: 13' 6"
- Programming corner
- Booth spacing aligned post layout
- Solar-ready roof structure

Electrical

- Lighting for evening and security

- WiFi essential for ecommerce
- 120V/20A outlets every 20 feet
- 200Amp service

Plumbing

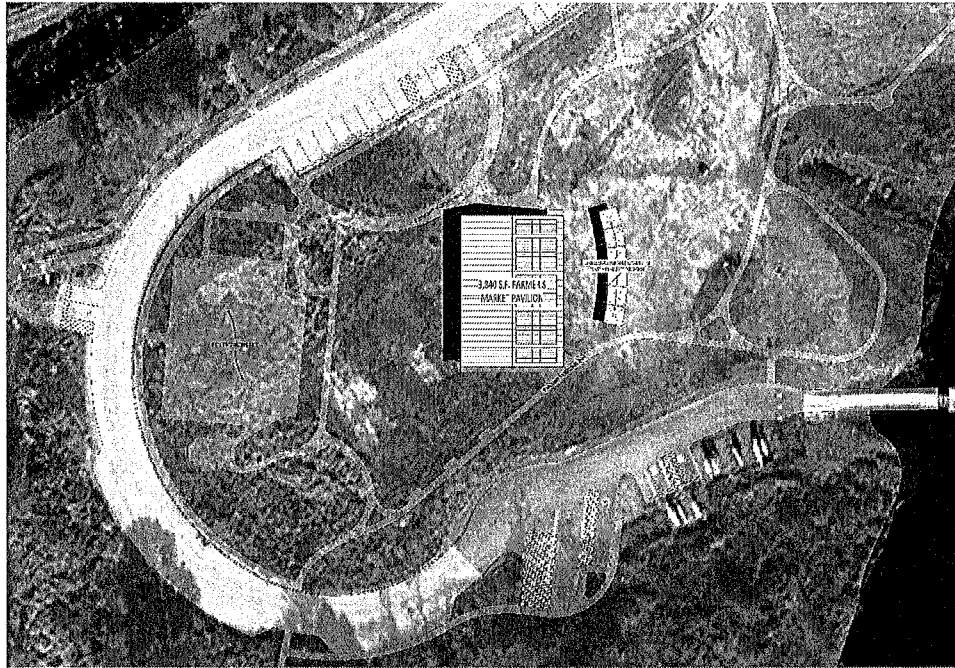
- External hose tap for water access (4)

Accessibility & Site Considerations

- ADA accessibility throughout (3)
- Trailer access for vendors (4)

Storage

- Fixed storage for Farmers Market signage
- Storage for tables, chairs, and event equipment



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1/2004

NOT FOR CONSTRUCTION



Agricultural Marketing Service
U.S. Department of Agriculture
Wholesale Markets & Facility Design

NOT FOR CONSTRUCTION

Disclaimer: These drawings are preliminary and subject to change without notice. It is the responsibility of the client to verify the accuracy of all information provided. The drawings are not to be used for construction purposes without the written consent of the design professional. All work shall conform to applicable codes and regulations. The design professional shall not be responsible for any errors or omissions, or for any consequences arising from the use of these drawings.

SCHEMATIC DESIGN

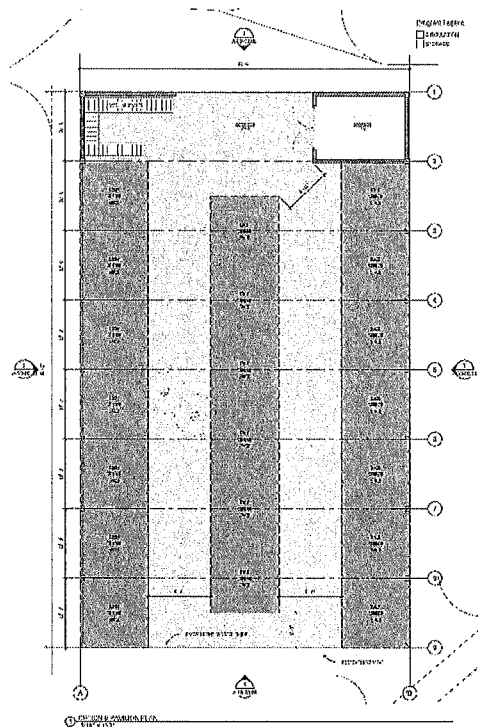
No.	Description	Date

TOWN OF BOWDOINHAM

FAVORITE MARKET FACILITY
A 3,000 S.F. PAVILION
2010 BOWDOINHAM RD
BOWDOINHAM, ME

Project No. A-S-D-00-01

Scale: 1" = 40'



PTD-N
1/2004

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