

MEMORANDUM

To: Bowdoinham Selectboard
From: Yvette meunier, Director of Planning & Development
Date: May 19, 2026
Re: Recommendation for Community Action Grant Contract

Recommendation:

In July 2025 the Comprehensive Planning Committee (CPC) was granted permission to apply for up to \$75,000 no-match Community Action Grant (CAG) through the Governor's Office of Policy Innovation and the Future's Community Resilience Partnership Program to hire a consultant to write a municipal Open Space Plan with the CPC using community input. The goal is to survey the public through events, websites, and other engagement activities to find out where the town should be focusing on conservation efforts and recreation opportunities, and where commercial and residential developments efforts should be directed. The Open Space Plan will act as a community-oriented guide to elected and appointed town leadership decision-making, that identifies high-priority properties to protect, acquire, or bridge connectivity between. To create an equitable future, all residents should have an opportunity to share their voice and influence planning efforts in the town they call home.

In February 2026 Bowdoinham was awarded the grant and the Selectboard accepted the grant funds. Since this time, an RFP was advertised for the project and there were five submittals. Over the course of the last few months the CPC has scored all the applications, held interviews with their top firms and checked references. They are asking for permission to sign on with Viewshed/FB Environmental to complete the work.

Proposed Scope

- February 2026 – Prepare project narrative and bid documents.
- March - May 2026 – Bid opening and review/Bid award
- June 2026 – February 2027 – Data gathering, public engagement.
- March - May 2027 – Final Plan development and review by project partners
- June 2027 – Town Meeting Adoption
- July 2027 – May 2028 – Ordinance Review & Draft Ordinance Changes Based on Open Space Plan