

Town Manager Report
October 14, 2025
Prepared by Nicole Briand, Town Manager

Animal Clinic for Rabies on October 22nd from 10am to 1pm.

A volunteer group that has worked on the oval and gazebo gardens for us this summer has volunteered for about **41 hours at the Oval gardens** and **34 hours at the Gazebo**. Thank you to Jan Hayward, Joanne Savoie, Susie Drucker, Laura Arnold for all your work. I'm glad to report that they have agreed to continue with general maintenance of the gardens in 2026.

Updates:

- The Auditor was in the office today for our FY25 Audit.
- Town Office Flooring – The flooring on the second floor and the first-floor lobby has been completed. The first-floor stairs need to be completed to complete the job.
- Waterfront Restrooms – The restroom door was ordered, and PDQ is still awaiting delivery.
- We've completed our transition to InfoTech Maine, LLC our new IT service provider.
- Dingley Road construction is scheduled for November.
- The retaining wall work for Center Street and Ridge Road are also scheduled for November.
- We are in the final stages of completing our transfer application and expect to submit the application next week.
- We received one proposal for Riverview (Yellow) House Mitigation Assessment & Design project. We are working with the consultant to have a contract for the Board's approval at your next meeting.
- Town Hall is continuing to move along. The interior has been painted and the new lighting fixtures have been installed. The heat pumps, plumbing and kitchenette are almost completed. The chair racks have been installed and chairs and tables have been delivered. The new access deck with ramp and paving have also been completed. To be completed: door installation, back deck with stairs, attic work, final punch list and supply orders.
- Riverfront Park - Final paving and curbing have been completed. The electrical work is still to be completed. Volunteers have also been weeding and mulching some of the areas where shrubs are being inundated by grass. Interpretive and wayfinding signage installations at both parks and the Cathance Meadow Trails have been completed.
- We've signed the contract with Maine Solar Solutions for the solar array on the Fire Station.
- Fire Truck - Initial completion is still on schedule for 10/27 before moving to upfitting (lights, steps, mounts etc.), final completion is expected January/February.
- Public Works Insulation Project – The first half the building has been prepped, and the insulation is in process. We are putting the second half of the project on hold until the spring to ensure the insulation can be completed.

Monthly Department reports are attached.

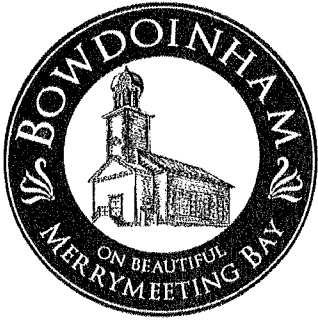
We placed the order for our new engine with Bulldog Fire Apparatus in September of 2024. The contract indicated a 12-14 month build time with possible extensions required based on the availability of materials with our build being slated to start production in July of 2025. The fire pump is sourced through Hale pumps and needs to be mounted and plumbed before any other work can begin. Due to a delay in deliveries from Hale our build time has been delayed to the end of October 2025. Bulldog will be pushing to ensure the truck is completed by November. It is my understanding that once completed it will be shipped to Pennsylvania for final outfitting i.e. SCBA seating, suction hose, ladder, tool mounts etc. Once the initial build is complete, we will have a much better idea for a delivery window. Even with a very favorable build timeline I did not anticipate putting the new truck into full service until early spring of 2026. This will allow us ample familiarization / training time with representatives from Bulldog.

Our current engine 2, which the new truck will be replacing, failed at a recent fire scene. The failure occurred after extinguishment and overhaul, so it did not pose any problems with the scene itself. The truck was towed to Fleet Service in Gardiner, and they were finally able to pinpoint a bad transmission control module. In researching a replacement module, it appears that this specific unit is considerably more costly than any other that Fleet has seen. They did extensive research through various vendors, including direct through Allison Transmission and found that all were very closely priced (approximately \$7000.00). Typically, they can utilize a service that is able to replace specific diodes in the module as opposed to going with a new product however neither of the companies that perform this type of work would even consider this particular year/model for repair. Fleet has done their due diligence in tracing the problem to the module and sent it to an Allison repair shop in Scarborough which confirmed their findings. This module is the only way they will be able to get the truck running and at this point I don't want to take any excessive safety risks in having the department down an engine. We are in a relatively new budget cycle so the current vehicle maintenance line will cover the costs. Fleet anticipates having the part by the end of this week and making repairs before the middle of next week. I will update the Town Manager as soon as I have more information.





DATE	Fire	EMS	Burn Permits
9/1/2025		Millay Rd - fall	
9/2/2025		Preble Rd - sick person	
9/3/2025		Millay Rd - fall	
9/4/2025		Millay Rd - fall	1
9/5/2025		River Rd - fall	1
9/6/2025		Preble Rd - sick person	1
9/7/2025			4
9/8/2025			1
9/9/2025		River Rd - back pain	
9/10/2025		Millay Rd - fall	
9/11/2025	M/A Bowdoin Millay Rd - structure fire	Preble Rd - psychiatric evaluation	
		Millay Rd - fall	
		Millay Rd - fall	
		Millay Rd - fall	
9/12/2025	CHICKEN RUN		
	River Rd - fire alarm		
		Gemetary Rd - sick person	
9/13/2025		Raspberry Ln - back pain	2
	CELEBRATE		
		River Rd - sick person	
9/14/2025			1
9/15/2025			1
9/16/2025		River Rd - assault	
9/17/2025		Ridge Rd - stroke	1
		Millay Rd - fall	
9/18/2025		Preble Rd - sick person	
		Post Rd - diabetic	
9/19/2025	M/A Bowdoin Starbird Corner - woods fire		
	Fisher Rd - woods fire		
	Fisher Rd - woods fire (rekindle)		
9/22/2025		Bay Rd - fall	
		Center St - breathing problem	
9/24/2025	M/A Bowdoin Deer Run - structure fire		
9/25/2025		Center St - breathing problem	
9/27/2025		Preble Rd - sick person	1
9/28/2025			5
9/30/2025		Post Rd - fall	1



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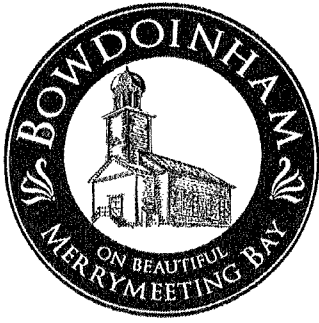
Recreation and Older Adult Services September 2025:

Recreation:

- Adult Pickleball – this group has changed to evening time slots to allow players who work during the day to participate more often. Indoor pickleball will begin Wednesday, October 8th and will run through May on Wednesday evenings 5-8pm in the Bowdoinham Community School gym. I am also discussing a weekend time slot option with the school.
- The new tennis net poles did finally arrive. New poles and net with tension system have been installed for the fall. New net and poles will be removed in Nov/Dec for the winter months to maximize the service life.
- Cross Country Running had their first meet this month. Bowdoinham will be hosting a meet on Wednesday, October 8th.
- Fundraising campaign to purchase and install a solar-powered electric digital scoreboard on Middle Field has been very successful. To date, we have collected over \$7,500 towards our \$10,000 goal with more funds verbally committed by local businesses. I will be presenting this to the Select Board to request to purchase the scoreboard with the funds raised in order to get it installed this fall, prior to the Spring season.
- Funtown/Aquaboggan/York's summer discount ticket program ended this month. We sold out of Funtown (30) and Aquaboggan (25) tickets this year and sold four York's Wild Kingdom tickets.
- We hosted our first "Outdoor Theater" on Friday, September 12th (after the chicken run) at the recreation fields. This event showed Charlotte's Web on a large inflatable, outdoor screen with popcorn from the snack shack and a live animal petting area in the parking lot. I estimate that we had about 75 people in attendance with a vast span of ages. I will be planning more outdoor theater events in the future as there were many requests for more.
- Youth Basketball, as part of the Ararat Youth Basketball League, registration opens on October 1st.
- Adult Volleyball will begin indoor play in the school gym beginning Friday, October 3rd and will meet on Friday evenings from 5-7pm through May.
- The Recreation Department raised over \$2000 at Celebrate Bowdoinham with the annual Rec BBQ tent. We also hosted a "smoothie bike" event, donated by Maine Health, which was a huge hit this year.

Older Adult Services:

- This month the Committee met on Monday, September 8th. Two new committee members were welcomed. Discussions were mostly centered around Celebrate



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Bowdoinham activities. The next committee meeting is scheduled for Monday, October 20th.

- Bowdoinham Community Connections: Meetings resumed this month with the group developing a review process for both participants and volunteers to determine pros and cons of the program in year one. The results of these reviews will help with planning for year two. The group has also developed a “welcome packet” for new participants that includes expectations, contact information for area resources and other helpful information. This group held a luncheon at Bowdoinham Estates on September 22nd.
- Sally, the Community Connector, has been hosting appointments in September, and will continue in October, to assist residents who wish to apply for LiHEAP assistance this year. This will be assistance with the online application process and/or obtaining a “Real ID” which having satisfies the proof of citizenship process much easier.
- Bridge and Cribbage continue on Wednesdays and Thursdays respectively.
- The first luncheon of the fall was held on Thursday, September 11th. About 50 people attended and this was the first luncheon with new cook George. October luncheon is scheduled for Thursday, October 9th with cook Sam.
- Age Friendly Bowdoinham has been awarded the “2025 Beacon Community Award” by AARP Maine. Since 2021, AARP Maine has identified an age-friendly community in Maine to recognize and celebrate each year with its *Beacon Community Award*. This year’s winner is Age-Friendly Bowdoinham, a member of the AARP Network of Age-Friendly States and Communities (NAFSC) since 2015.
Quote from Noël Bonam, AARP Maine State Director: “Age-Friendly Bowdoinham is the epitome of what it means to be a collaborative, engaging, action-oriented community that focuses on helping older adults live, and thrive, in place,” said Noël Bonam, AARP Maine State Director. “It is exciting to see that in a relatively short amount of time this remarkable community has made such strides on behalf of older community residents. We are delighted to present this award to them in recognition of their accomplishments.”
- Medical Equipment loaned out this month includes 1 knee scooter, 2 wheelchairs, 1 shower bench, 2 commodes and 2 rollators. Donations coming in included 1 wheelchair and 1 shower chair. We are currently looking to increase our inventory of rollators. This is our most requested item and inventory is down to one unit.

Bowdoinham Community Connections September 2025 Report

Program Work

1. We hosted our second free community luncheon at Bowdoinham Estates and we also extended the invitation for anyone to join through the Bowdoinham newsletter as long as they RSVPed. It was a lovely event and we had 10 residents attend and a few age-friendly board members. The environment and social interactions were far less strained than they were when we hosted our first luncheon. In addition to the 10 residents that joined, one of those 10 took lunch to a friend that didn't want to come and three other residents poked their heads in and were aware of what was going on but couldn't join for one reason or another.
2. We also made an initial agreement with the Bowdoinham Food Pantry to be their liaisons for their home delivery program. We believe that this partnership will benefit both organizations. The pantry will benefit because BCC can work with the participants ahead of time to understand what type of food is appropriate and to understand the ability of the individual receiving the delivery to open, cut, or prepare the food. It will also allow BCC an opportunity to establish relationships with new people within the community who may need other kinds of support.
3. We continued our 1:1 support.
4. We continued sending our weekly newsletter
5. We began helping community members sign up for LIHEAP/LIAP

Participants

At a minimum we supported 24 community members in some way.

Volunteers

We had two bi-weekly team meetings in September and our volunteer team including Sally, Jason, and Maureen currently totals 12. Our group of volunteers continues to astound me. At this last meeting after admitting that I was feeling overwhelmed and being honest about what I thought I could or could not do, our volunteers stepped up and offered to take on various projects to spread the work around. One volunteer in particular agreed to go up to Blue Hill and spend some time working with Healthy Peninsula to review how they utilize Assisted Rides and consider if their way of using it could work for us also.

Engagement with Community/Regional Partners

- We coordinated with **Sweetser** to arrange a volunteer training on working 1:1 with people that are on the schizophrenia spectrum. That training will happen on Friday, October 10th.
- We worked with the **Bowdoinham Food Pantry** to establish BCC as the liaison for the Pantry's home delivery program.
- We engaged with **Midcoast CAP** in Bath to get several questions answered related to the online LIHEAP/LIAP application.
- We engaged with **Maine Housing** to understand the long term stability of the residents at Bowdoinham Estates so that we could provide them with reassurance that they would not lose access to their housing.

Nicole Briand

From: pworks
Sent: Tuesday, October 7, 2025 9:21 AM
To: Nicole Briand
Subject: September Monthly Report

Follow Up Flag: Follow up
Flag Status: Flagged

The Contractors are here working on the Insulation rip out and we have set their dumpster inside the bay. We have put the side-walk manikins out around town for the start of school. We have been taking dark mulch to the Kayak park for the plants. We have replaced the culvert on Fisher Rd. we have worked on the Maily park cutting bushes along the banks and mowing in prep for Celebrate. The park has been graded and we marked out parking spots at the Kayak park. We have set up Celebrate worked it and taken it down putting away all materials. We have put the pad in for the drop boxes, received the story walk supplies and stored them. We worked some projects at the town office. We have completed the drainage work at the fire station, graded the Center Point Rd and have added gravel to get a better base down for that road. Trk#3 has gone to Lee tire for front tires. We have taken down the flags and put in the Ballot and drop boxes.

TOWN OF BOWDOINHAM

SOLID WASTE DEPARTMENT

SEPT 2025 REPORT

1. Baled OCC for a total of 7 bales weighing an estimated 6650 lbs.
2. Collected and packaged for recycling 43 gallons of mixed paints.
3. Collected and packaged for recycling 1 circle bulbs.
4. Collected and packaged for recycling 7 CFL bulbs.
5. Collected and packaged for recycling 91 fluorescent bulbs.
6. Collected and packaged for recycling 3 lead acid batteries.
7. Collected and packaged for recycling 32 lithium-ion batteries.
8. Collected and packaged for recycling 6 Ni-Cad batteries.
9. Collected and packaged for disposal 1 PCB ballast.
10. Collected and packaged for recycling 5 flat panel tv's.
11. Collected and packaged for recycling 1 CRT tv.
12. Collected and packaged for recycling 2 laptops.
13. Collected and packaged for recycling 4 printers.
14. Collected and packaged for recycling 2 cell phones.
15. Shipped two containers of mixed recyclables.
16. Shipped 2 containers of light iron.
17. Shipped 1 box of fluorescent bulbs.
18. Shipped 1 box of mixed batteries.
19. Set up / tear down for Celebrate
20. Rebuilt power steering cylinder on John Deere 790 tractor.
21. Topped off all fluids on John Deere 790 tractor.
22. Following town staff attended forklift school (Jason, Jacinta, Thomas, Hunter).
23. Attended meeting with MDEP for Transfer station.
24. Weed eat around facility.
25. Conducted September monthly facility safety inspection.
26. 820 recycling visits

Respectfully submitted

SEPTEMBER 2025 - SALES

Vitals Statistics	AMOUNT	State Share	Sent to State
Certified copies of:			
Birth	3	\$ 6.00	\$ 6.00
Birth Extras	1	\$ 0.40	\$ 0.40
Death	1	\$ 2.00	\$ 2.00
Death Extras	1	\$ 0.40	\$ 0.40
Marriage	4	\$ 8.00	\$ 8.00
Marriage Extras	2	\$ 0.80	\$ 0.80
Marriage Licenses	2	\$ 8.00	\$ 8.00
Disposition Permit	0	\$ -	\$ -
Disposition Permit	0	\$ -	\$ -
Totals			\$ 25.60
Animal Welfare (Dog License)	Amount	Fees	TOTAL SOLD
Male/Female			
Neuter/Spay	1	\$ 3.00	\$ 3.00
Dangerous			
Nuisance Dog			
Kennel			
Totals			\$ 3.00
Inland Fisheries & Wildlife		Town Share	State Share
Fishing/Hunting		\$ 10.00	\$ 102.00
Boat		\$ 6.00	\$ 123.00
ATV		\$ 15.00	\$ 210.00
Sales Tax			\$ 68.75
Excise Tax		\$ 145.60	
			\$ 503.75
Voters at the end of July Counted			2475

BMW REPORT 25 CATEGORY	08/27 - 09/02		09/09 - 09/09		09/09 - 09/16		09/16 - 09/23		09/23 - 09/30		END OF MONTH TOTALS
PASSENGER - RENEWALS	53		46		27		52		63		241
PASSENGER - NEW	6		9		2		12		15		44
PASSENGER - NO FEE	0		0		0		0		0		0
PASSENGER - HALF RATE	0		0		0		0		0		0
PASSENGER - TRUCK	1		1		1		1		0		4
ANTIQUUE - RENEWALS	2		1		0		0		5		8
ANTIQUUE - NEW	0		0		0		0		2		2
ANTIQUUE MOTORCYCLE	0		0		0		0		0		0
MOTOR HOME - RENEWALS	0		0		0		0		1		1
MOTOR HOME - NEW	0		0		0		0		0		0
COMMERCIAL - RENEWALS	4		3		0		1		7		15
COMMERCIAL - NEW	0		0		0		0		1		1
TRAILER - RENEWALS	6		9		8		4		5		32
TRAILER - NEW	2		1		2		1		0		6
TRACTOR/SPECIAL MOB - RENEWALS	0		0		0		0		0		0
TRACTOR/SPECIAL MOB - NEW	0		0		0		0		0		0
FARM TRUCK - RENEWALS	1		1		1		1		0		4
FARM TRUCK - NEW	0		0		0		0		0		0
MOTORCYCLE - RENEWALS	0		2		0		1		1		4
MOTORCYCLE - NEW	0		0		0		0		0		0
MOPED - NEW	0		0		0		0		0		0
STREET ROAD - NEW	0		0		0		0		0		0
SPECIAL EQUIPMENT - RENEWALS	0		0		0		0		0		0
SPECIAL EQUIPMENT - NEW	0		0		0		0		0		0
VANITY PLATES	9		3		0		1		3		16
LOST PLATE	0		2		0		2		4		8
DUPLICATE STICKERS	0		0		0		0		4		4
DUPLICATE REGISTRATION	0		0		0		0		0		0
TRANSIT PLATES	0		0		0		1		0		1
TRANSFERS	3		3		3		2		4		15
INCREASE RVW	0		0		1		0		1		2

SALES TAX FORMS	7	4	2	6	13	32
SALES TAX FORM - NO FEE	1	2	0	0	1	4
TITLES	6	5	1	5	9	26
E-CORRECT	0	3	1	3	3	10
RETURNED PLATE CARDS/CANCEL PLATES	0	0	0	0	0	0
ADDITION/DELETION FORMS/VOIDS	0	0	1	0	0	1
TOTAL	101	95	50	93	142	481



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Planning:

The Planning Board met on September 25, 2025, from 6:00pm to 7:32pm.

Item 1: Call Regular Meeting to Order & Determine Quorum.

- Outcome: Planning Board determined that they had a quorum.

Item 2: Consideration of Meeting Minutes for April 24, 2025.

- Outcome: The Planning Board approved and signed the minutes for April 24, 2025, with no amendments.

Item 3: Setback Determination (Completeness Review):

- i) Applicant: Griffin & Ingrid Leschefske
 - ii) Tax Map: R09, Lot: 23
 - iii) Location: 415 Bay Road
 - iv) District: Residential/Agricultural District
 - v) Proposal: The applicant is proposing to demolish and rebuild a non-conforming structure in the Residential/Agricultural District.
- Outcome: The Planning Board Approved the reconstruction of a non-conforming structure and determined the setback. Vote was 4-0 in favor of approving the application.

Code Enforcement Report

Permits:

Permit Type	Sept.	August	July	June	May	YTD
Building	5	4	10	1	3	129
Plumbing/Septic	9	7	9	6	2	132
Floodplain	0	0	0	0	0	1
Site Plan Review – Tier I	0	0	0	0	0	11
Land Use	0	1	1	0	1	9
New Dwelling Units	1	1	6	1	0	41
Demolished Dwellings	0	0	0	0	0	8
Inspections	23	20	22	8	6	280

Active Inspections and Violations

- 1) **371 Carding Machine Road** (R06-033-B) – Issued a 3rd Notice of Violation (NOV) on October 15, 2024, and I sent it certified mail. I have received confirmation that Mr. Aase received all NOVs by signature confirmation. I did receive an email from Mr. Aase that described his plan of selling the property, however, there was no mention of working toward compliance. Property is now for sale. **No Change from the last report.**
- 2) **1441 River Road** (R12-019) – Currently, the Code Office issued a 4th N.O.V. and as a result, the Select Board authorized the Code Officer to work with the town’s attorney regarding this matter.
- 3) **780 Ridge Road** (R3-28) – At this time, the Code Office is scheduled to conduct a site visit with Nicole Briand at 780 Ridge Road on Friday, October 10, 2025. Also, the Select Board has authorized the Code Officer to work with the town’s attorney on this matter.
- 4) **1491 River Road** (R12-20) – The Code Office has received a complaint from the Maine Forest Service concerning the removal of vegetation over the winter at 1491 River Road. I met with Mr. Nash, the property owner, on June 9, 2025, at the property to discuss the vegetation that was removed within the Resource Protection District. I sent Mr. Nash a response to our site visit on June 24, 2025, and requested that the property owner and the town agree upon a regeneration/replanting plan to meet the requirements of the Land Use Ordinance.

Update for September: Mr. Nash planted 10 rug junipers, which is 2 more than requested. I conducted a site visit to verify the plantings were in the location we agreed upon, and because of the site visit, I have determined that Mr. Nash is in compliance with the Code Office’s request to plant 8 shrubs. Ultimately, this issue has been resolved. Please see pics below:



Active Inspections and Violations (cont'd):



- 5) **473 Carding Machine Road** (R05-51) – I have been in contact with the property owner and Mr. Skipper has agreed to clean-up the property. I plan on conducting an inspection on September 26, 2025, for compliance. **Update for September:** Mr. Skipper has started to clean up; however, Mr. Skipper is going to need more time to complete the clean-up. So, I am going to give Mr. Skipper a couple of months to continue working towards compliance.
- 6) **476 Carding Machine Road** (R05-55A) – I have been in contact with the property owner, Jennifer Anderson, and we have a plan to clean up the property and have the Code Officer inspect the property by September 26, 2025, for compliance. **Update for September:** Mrs. Anderson had the property cleaned up and organized items that are not considered junk. I wrote Mrs. Anderson a letter and thanked her for reaching compliance in such a short amount of time. The junkyard issue has been resolved.
- 7) **112 Pond Road** (R02-63-F) – The Code Office received a cannabis odor complaint from Mr. Booty, an abutter to 112 Pond Road, on August 14, 2025. I sent a letter to the property owner and the individual grow-facilities on August 18, 2025, requesting that each caregiver install additional carbon filters. It is valuable to note that I had not received a complaint from an abutter since May 16, 2025. Currently, five (5) out of the seven (7) grow facilities have contacted the Code Office regarding the latest request for more carbon filters. **Update for**

September: Filters are still being added to the medical cannabis grow facilities. Also, I have not received a complaint about the cannabis odor since August 14, 2025.

- 8) **13 Small Way** (R02-16-B) – The Code Office received a complaint about the condition of the property at 13 Small Way from the neighbor, specifically, the neighbor is concerned about a travel camper that is located on the easterly side of the property, and whether it is being used as a dwelling unit. In addition, the neighbor is concerned that the property meets the definition of a junkyard. Mr. Joshua Morgan is the owner of the property in question, and we meet at the property on September 3, 2025, to discuss the neighbor’s concerns. As a result of the meeting, I have determined that the travel camper is not being used as a dwelling unit, and it meets the 10’ setback requirement. Lastly, Mr. Morgan has agreed to remove the junk vehicles to become complaint with the Junkyard Law, and I plan on doing a site visit in November to check on the progress of the clean-up. **No Change from the last report.**
- 9) **5 Brook Lane** (R03-44F) – It was brought to the attention of the Code Office that a different business is operating at 5 Brook Lane then what was originally approved. The Code Office has not made contact with the property owner but plans to request a Site Plan Review Tier I application for a change of use.
- 10) **14 Cemetery Road** (U03-13) – I contacted the property owner on August 18, 2025, concerning the condition of the property (Junkyard). Mr. Skelton contacted the Code Office on August 26, 2025, and we discussed a plan for action to clean up the property. He is the landlord for the property, and he is currently using the legal system to evict the tenants from the property. We agreed that Mr. Skelton would contact the Code Office every two weeks with an update, and Mr. Skelton has provided an update every two weeks as promised. Currently, the tenants have not been served the notice to quit.

Comprehensive Planning Committee:

On September 10, the Comprehensive Planning Committee (CPC) held their regular monthly meeting to continue preparations for Celebrate Bowdoinham and discuss progress on the Community Resilience Partnership (CRP) grant. Staff presented the timeline and expectations for the CRP grant, noting that the committee should expect to hear back on the status by the end of December. Members also discussed the potential for collaboration with neighboring towns to address open space planning across municipal boundaries.

The Tree Subcommittee reported that they have finalized a mission statement and are continuing to focus efforts on Village District #1. Their goal remains to develop a town-wide tree policy. The subcommittee also reminded the group of the upcoming Emerald Ash Borer presentation scheduled for the Monday following Celebrate Bowdoinham, to be held at Merrymeeting Hall at 7:00pm.

In preparation for Celebrate Bowdoinham, the committee reviewed booth materials including visuals, the “Eggs in a Basket” activity, stickers, and the knowledge board. They agreed to print out Q&A sheets for table attendants and discussed staffing coverage for the booth during the event.

Additionally, the committee discussed hosting an Open House in November to attract new members. They plan to review a presentation from the town of Berwick’s Open Space Plan as an example of something they could present to interested members and work on a CPC factsheet to engage new participants in the CPC’s work at the next meeting.

Economic Development:

Community Development Advisory Committee:

On September 2, the Community Development Advisory Committee (CDAC) held their regular monthly meeting and welcomed new member Marty Szydowski. The group discussed their Celebrate Bowdoinham display featuring eight design concepts for the waterfront pavilion to weigh in on using green and red dots to indicate their preferences.

Staff provided several updates. Interpretive signs have been successfully installed at the waterfront parks and have received positive initial feedback. The mural installation is complete, including a final protective coat to prevent vandalism. Regarding the Merrymeeting Trail, staff shared news of a federal Rural and Tribal Assistance grant opportunity—offering up to \$2.5 million with no match requirement—which could fund design and engineering.

The Department of Transportation has requested a prioritized list of projects from the town from the Village Partnership Initiative in order to move forward with any request for grant funding. In relation to the yellow building (riverfront building), the town has received a BRIC grant to assess safety and long-term viability given its location in a floodplain. The Town Manager suggested CDAC begin outreach to potential commercial tenants, but members agreed to wait for engineering recommendations before proceeding.

The Committee reviewed the TIF budget, noting several large potential expenditures including the yellow building renovations, a new waterfront pavilion, and the Merrymeeting Trail. Members acknowledged the need for strategic prioritization, as the projected cash balance cannot support all proposed projects simultaneously.

In new business, CDAC discussed recruitment. With five current members and room for up to seven, The Committee agreed that engaging small business owners would be ideal, though acknowledged their limited availability.

Waterfront Projects

Sidewalks have been built and paving is complete on the roadway and parking areas. Wiring has been pulled and CMP has completed their work energizing the site. It is possible that the streetlights will be installed in October month. Further, volunteers continue weeding and mulching areas where shrubs are being inundated by grass.

Staff is currently evaluating the results of the RFP process for the MEMA BRIC project which closed September 29 calling for a civil and structural engineering assessments for the yellow building and including adding an engineered pre-treatment design to the yellow building's existing septic design.

On September 25 staff applied for a Maine Trails Program grant to improve 360 feet of the existing blue trail in the Cathance Meadows Trail System along with the creation of 220 feet of new trail, both surfaced with gravel and reclaim top dress, leading to a 20' x 20' observation platform. An 18" culvert is also included which would improve drainage in a low area. An existing foundation on site would be restored and fitted with a ramp, handrails, and guardrails to create a new accessible viewing area. Updated trail maps and five wayfinding signs are included to enhance navigation and overall user experience. Awards will be announced on November 1, 2025.

Transportation Projects

1. Sidewalk Project – In April representatives from the Maine Department of Transportation and LJB formerly Gorrill Palmer (our Village Partnership Initiative consultant) joined Town staff to walk the stretch of Main Street the project is focused on. The team offered an initial plan which offered three options including keeping the sidewalk on the entirety of the North side of Main Street as was proposed in the grant, compared to moving it to the South side, and a hybrid where it might be placed on the South side from its intersection with School Street to some to be determined location beyond the curve before reaching Post Rd. At the time the hybrid was considered the preferred option based on reducing the number of utility poles impacted, mid-block crossing could be combined VPI traffic calming measures identified, less ditching required, offers connections to existing and proposed sidewalks on the south side on Main Street between its intersection with Center and School Street, and a future proposed sidewalk on the North side of Post Road. We are still anticipating an updated report based off new information gathered at the April site visit in the coming months. **NO NEW INFORMATION**
2. Village Partnership Initiative – Staff received information about a new MaineDOT Active Transportation Partnership Initiative to assist in funding small location-specific improvements in the transportation system that enhance safety and mobility for vulnerable road users for small small-scale projects. The match is 20% or 10% where a demonstration project has already been implemented. We are considering addressing the crossing at Three Robbers Pub with a raised crosswalk and potentially a four way stop. More information will be provided in a memo at a later date. **NO NEW INFORMATION**
3. Merrymeeting Trail – On September 8 staff submitted a no-match grant application with the Rural Tribal Assistance Pilot Program for preliminary design and final engineering for 8.6 miles of rail to trail conversion from downtown Bowdoinham to downtown Richmond. Awards will be announced on November 28, 2025.

Event Planning

Celebrate Bowdoinham

The Celebrate 2025 Revenue and Expense Overview has been included in your packet for a more details report of the event, feedback surveys responses, and the financial impact. Attachment 1.

Holiday Festival

Solicitations for events with community groups has begun. Expect to see a roster of events in the October report.

ATTACHMENT 1

Celebrate 2025 Revenue and Expense Overview

Summary Narrative

The weather great, the parade had a lot of participants, and flow of participants was steady throughout the day. There were no significant incidents to report, although load in could be improved next year by not allowing staff and vendors load in at the same time. Further, wind did cause an issue for some



vendor tents and public works was at the ready with sandbags. There was some loss of parking along the private Railroad Ave and fewer spaces were available at the new park compared to last year when it was an open lot. Given the \$950 increase due to tariffs and insurance for the fireworks display we were able to navigate changes to the show to keep within the budget and still host a great display.

New this year for Friday night, was a petting zoo at the recreation fields from 6-7pm followed by an outdoor cinema hosted by the Recreation Department of Charlotte's Web to go along with the agricultural theme. We also had several tractors on display at Maily. Other additions include the blow up arch at the lower Main Street entrance featuring our sponsors, sandwich boards with the Celebrate lineup and revamped marketing materials and an increase in Facebook promotions for the event. Lastly, the parade winner was Six River Farm passing out a generous amount of fresh produce to the crowd on their fall bounty adorned tractor.



A post-event vendor survey and a community survey was conducted and results are summarized in Attachment 1.

Areas of Decreased Expenses:

- This year Celebrate flyers doubled as inserts in the Bowdoinham News and were expensed to the newsletter account. A separate trifold brochure was not created, saving \$569. Incidentals were down, as we did not need to invest in concrete blocks or a new tent for the event, saving \$829.99.

Areas of Increased Expenses:

- Most notably was the \$950 increase in fireworks due to tariffs and insurance costs. An additional \$729 was spent on entertainment which included a petting zoo during the Friday night cinema and at Celebrate, the Chewonki bug mobile, and a juggling act. Town branded merchandise was also up to replace inventory from past sales and new merchandise like tumblers and plush ducks were added. Another large purchase was new Celebrate yard signs and modest increase in staffing costs.

Area of Decrease in Revenue:

- Vendor revenue was down \$436, several for-profit organizations did not return though we had two new vendors join.

Area of Increase in Revenue:

- Merchandise sales were up nearly \$300, most notably in t-shirts and plush duck sales.
- Ducks sold out again.
- The Town took \$1,020 more in fireworks sponsorships this year compared to last year, helping us close the gap in increased costs. There were 7 new sponsors and 18 were returning sponsors, up one from last year.

The total cost to the TIF budget is \$17,501.15 which was \$2,460.20 under the budget presented to the Selectboard in August.

Shared revenue with Community Organizations:

This event offers a venue for several organizations to raise funds for many causes. As always, the community support poured into the numerous charities drives which included Banana Banners hosting a Jimmy Fund fundraising booth. Also, the Town provided donations to volunteer groups, allowed use of the dunk tank, and a silent auction, which helped raise the following funds for local community organizations:

The Town donated \$300 in pie contest prizes to support the Bowdoinham Community School music program where pie slice sales raised \$700. The Town also made a \$1,000 donation to the Mt. Ararat Senior Class which ran the children’s activities and rented the dunk tank for them which raised an additional \$300. Bowdoinham Fire and Rescue received \$500 from the town for their volunteer work during the Celebrate. The event was also a great venue for them to continue their 50/50 raffle fundraising which runs through mid October.

The Recreation Department held a fundraiser BBQ that netted \$900, which was \$200 more than last year. Old Town Hall raised \$3,142 between the silent auction and the 50/50 raffle up from \$575 in 2024.

Below is the detailed Expense and Revenue Sheet comparing 2024 to 2025.

<u>Item</u>	<u>Revenue 2025</u>	<u>Revenue 2024</u>	<u>Expense 2025</u>	<u>Expense 2024</u>
-	-	-	-	-
<u>Vendors</u>	<u>\$1,060.00</u>	\$1,496.00		
<u>Sub Total</u>	<u>\$1,060.00</u>	\$1,496.00		
<u>Merchandise</u>	-			
250 BOOK		\$30.00		
WINTER HATS	\$30.00		\$274.10	
BALL CAPS	\$160.00	\$150.00		\$342.25
T-SHIRTS	\$775.00	\$560.00	\$1,077.90	\$656.90
CANVAS BAGS	\$100.00	\$170.00		
PLATES		\$20.00		
MUGS	\$10.00	\$20.00		
PLUSH DUCKS	\$150.00		\$333.12	
TUMBLERS	\$15.00		\$390.63	
DUCKS	\$1,916.75	\$1,915.00		
<u>Sub Total</u>	<u>\$3,156.75</u>	<u>\$2,865.00</u>	<u>\$2,075.75</u>	<u>\$999.15</u>
<u>Entertainment</u>				

FIREWORKS (Central Me Pyrotech)			\$6,250.00	\$5,300.00
Alder Stream Fence		\$125.00		
Androscoggin Bank	\$420.00	\$300.00		
AV Systems	\$300.00	\$300.00		
Bilodeau Insurance	\$300.00	\$300.00		
Bham Republican Town Committee	\$425.00			
Cobb's Excavation		\$300.00		
Cobb's Repair	\$300.00	\$300.00		
CZ Plumbing	\$125.00			
Downeast Credit Union		\$125.00		
Drummond and Woodsum	\$125.00	\$125.00		
Eastern Star	\$50.00	\$50.00		
Engler, David & Annette	\$125.00	\$125.00		
FHC, Inc./StarFix	\$500.00	\$300.00		
Holloway Concrete Construction LLC	\$300.00	\$300.00		
Kabayan Philippine Foods	\$150.00	\$125.00		
Kate Brinsmade & Tom Cary	\$500.00			
Lighthouse Community Care, LLC	\$300.00			
Main Street Fuel		\$300.00		
Northeast Medical Practice Consulting	\$125.00	\$400.00		
O'Farrell Energy	\$300.00	\$300.00		
Pine Tree Engineering	\$300.00	\$300.00		
Sagadahoc Country Republican Party	\$425.00	\$425.00		
Anonymous	\$150.00			
Sitelines PA	\$300.00	\$300.00		
Six River Farm	\$500.00	\$500.00		
Taurus Systems	\$125.00			
Temple Well Service, Inc.	\$300.00			
Topsham Veterinary Wellness Center		\$125.00		
Tourtelotte Excavation	\$300.00	\$300.00		
Top Tech	\$125.00	\$125.00		
BLAST PARTY RENTALS			\$2,266.00	\$2,244.00
PETTING ZOO			\$825.00	
JUGGLING			\$750.00	
BUG MOBILE			\$385.00	
MUSIC AT GAZEBO			\$1,700.00	\$2,125.00
KIND KIDS BAND				\$400.00
PARADE PRIZES			\$250.00	\$250.00
COMMUNITY PASSPORT PRIZE				\$156.00
JAY THE MAGICIAN			\$300.00	\$250.00
DUCK DERBY PRIZES			\$500.00	\$500.00
PIE PRIZES			\$300.00	\$300.00
SHRINERS				\$300.00
HALLOWELL BAND			\$300.00	\$300.00

	<u>Sub Total</u>	\$6,870.00	\$5,850.00	\$13,826.00	\$12,125.00
Services					
TOWN STAFF				\$7,209.15	\$6,831.50
Fire Association				\$500.00	\$500.00
SECURITY				\$1,100.00	\$1,100.00
ADVERTISING				\$156.00	\$156.00
Brochure Printing				\$0.00	\$569.00
Banana Banners				\$403.00	\$45.00
HS VOLUNTEERS				\$1,000.00	\$1,000.00
	<u>Sub Total</u>			\$10,368.15	\$10,201.50
Supplies					
Citizen of the Year Plaque				\$114.00	\$99.00
Holding Tank Cleaning				\$450.00	\$450.00
Cement Blocks					\$630.00
Supplies				\$699.00	\$837.26
Portable Bathrooms				\$480.00	\$320.00
New 10x20 tent					\$199.99
Tables & Chairs rental				\$575.00	\$575.00
	<u>Sub Total</u>	\$11,086.75	\$10,211.00	\$2,318.00	\$3,111.25
TIF Account					
		\$17,501.15	\$16,225.90		
	<u>Grand Total</u>	\$28,587.90	\$26,436.90	\$28,587.90	\$26,436.90

Post-Event Vendor Survey

The event hosted 27 exhibits with a mix of informational booth ranging from the Bowdoinham Public Library, Food Pantry, BCDI, and several town committees and the artisan showcase. Crafters included two first-time participants and many repeat vendors selling everything from beanie babies, quilts, woodworking, jewelry, and glassware. Each year we ask all vendors to participate in a post-event survey. There were 14 respondents down seven from 2024.

Regarding participation trends. 12 of the 14 respondents were returning participants, with 4 indicating that there was more participation, 2 noting slightly more, with 4 noting the same level and 3 reporting less participation seen than in years past. This suggests a generally positive trend, with 43% indicating increased participation and 29% seeing no change.

14 Respondents reported the numbers of visitors ranging from fewer than 20 to 320. Five respondents reported having 100 or more visitors, including one with 300 and another with 320. Three reported between 50-100, another three reported between 20-50, and two reported fewer than 20. One respondent said “No idea!!!”.

When asked if their sales/engagement goals were met. Nine responded affirmatively, with one indicating they did not have a goal, and four who said no. Suggestions made by vendors related to increasing sales included “More marketing for vendors,” “Include the word ‘crafters’ on flyers,” and hosting the helicopter rides in the park.

When asked what did you like most about this years' event praise included:

- **Community spirit:** “Meeting people,” “The remarkable Bowdoinham Town residents,” “Very friendly people.”
- **Organization and layout:** “Clear instructions,” “Beautiful map,” “Vendors all in one spot.”
- **Atmosphere:** “Perfect weather,” “No rain,” “Variety,” “Shore power and the DJ!”
- **Engagement:** “Socialization was great,” “Getting my business known,” “Derby announcer placement helped draw people.”

Some areas we could improve on included:

- **Advertising:** “More marketing for vendors,” “Include the word ‘crafters’ on flyers.”
- **Location and traffic:** “Need to be in waterfront park,” “Traffic flow at end of fair was uncomfortable.” – former comment related to location of helicopter rides and latter comment related to vendors exiting up lower Main Street.
- **Communication:** “Expand PA system to reach all areas,” “Coordination of timing for conflicting events.” – latter comment related to zucchini races overlapping gazebo events.

On a scale of 1-10 vendors ranked the communication skills of our staff for the event. Average score was a 9.57/10. Multiple respondents gave a perfect 10, citing helpfulness, clarity, and support during unexpected challenges.

There was an option to provide additional feedback which produced the following comments:

- “Super thankful for the support from organizers, staff, volunteers.” “Keep up the good work.”
- “Even though it wasn’t a profitable day for me, I appreciate you letting me participate.”
- “I will not return unless location changes back to the park area.” – comment related to helicopter rides not being in the park.
- “Build even more community feel.”

Post-Event Community Survey

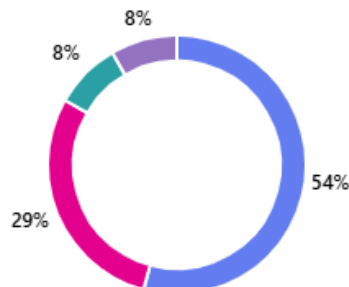
Staff solicit the public to join a Celebrate planning meeting each spring though the newsletter, Facebook posts, and the town website with little response. This year we shared an online survey with the public in hopes of generating more ideas and gathering feedback we would not get through our typical outreach. It was shared on Facebook, our e-newsletter, and on the website. From September 15-October 7, we heard from 24 respondents, three were interested in helping next year. Here is a summary of the information we received.

Is this your first time attending this event?

All 24 respondents indicated that this was not their first time attending, suggesting a strong base of returning community members and consistent interest in the event.

Overall, how would you rate this event?

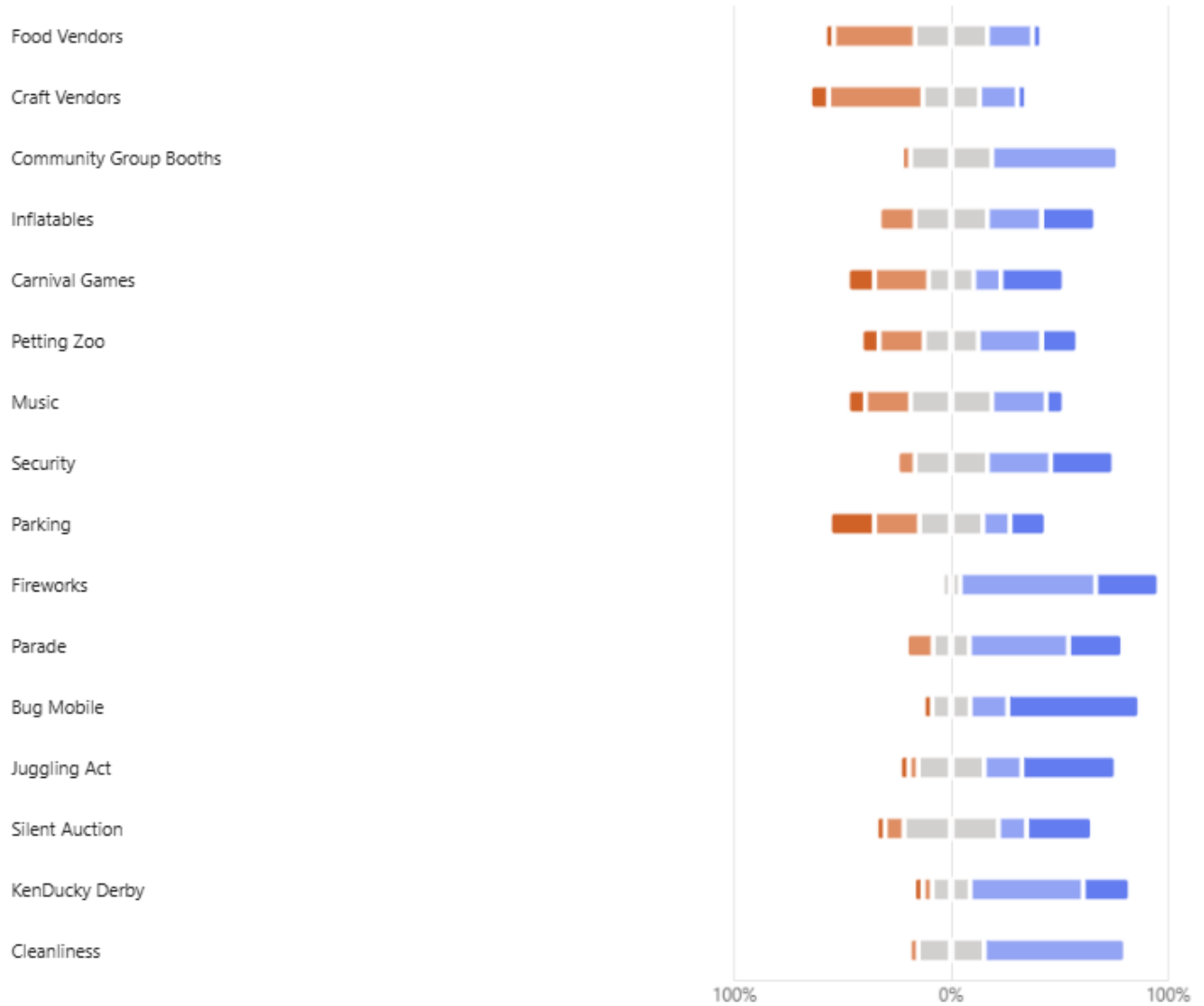
● Excellent	13
● Good	7
● Satisfactory	2
● Poor	2



This reflects a largely positive experience, with over 62% rating it as excellent.

How would you rate each of these activities/elements?

● Poor ● Satisfactory ● Good ● Excellent ● N/A



What did you like most about the event?

Highlights included:

- **Community spirit:** “Getting together with people,” “Community feel,” “Seeing lots of people I haven’t seen in a while.”
- **Parade:** Frequently mentioned as a favorite, with comments like “The parade!! It was incredible this year.”
- **Fireworks:** A consistent favorite across responses.
- **Lobster crate races:** Mentioned multiple times as a standout activity.
- **Kid-friendly atmosphere:** “Great kid activities,” “Family friendly,” “Zucchini races.”
- **Traditions:** “Same traditions we always look forward to year after year.”

What changes would you make to improve this event in the future:

Suggestions included:

- **More variety:** “More food vendors,” “Vegetarian options,” “Add ice cream.” “Same food vendors each year” “Info on educational supports and addiction/mental health topics” “Higher quality craft vendors and more of them”
- **Better signage and communication:** “Large sandwich boards with schedule/map,” “Clarity on parking.” “More recycling opportunities”
- **Expanded activities:** “More parade floats, bring back town financial support for non-profits to make floats” “More stuff for kids,” “More community booths,” “Farmer’s Market options.” “Spread out of events left dead time” “Longer hours for vendors and waterfront events” “Keep people engaged during dinner time” “Mayve a few rides for the younger kiddos.”
- **Parking concerns:** Several noted issues with lack of parking near the waterfront park and needing more communication on alternative parking.
- **Music:** “Better music/bands,” “Digital music when live bands aren’t on stage.”
- **Face painting:** “Wait was nuts,” “More than one face painter.”

Planning for next year do you have any suggestions for a parade theme, or any new activities you would like to see included?

Ideas included:

- **Parade themes:** “My favorite thing about Bowdoinham,” “Celebrating the country’s 300th birthday Bowdoinham style,” “Enchanted or fairy tale.”
- **New activities:** “Kayak demo,” “Water tours,” “Canoe/kayak race,” “Paddle boarding lesson,” “Balloon pop wall,” “Ring toss games.”
- **Agricultural fair vibe:** “Lean into farming aspect of Bowdoinham’s culture,” “Expand baking contest to include pickle and jam categories.”

When asking for volunteers: Four provided their email.

Additional feedback.

- “Thank you for a great event.”
- “Interested in hearing what volunteer opportunities are available.”
- “I would love to see the baking contest be even bigger.”
- “Thank you for all the pre, during and post work that goes into this event!”