


State of Maine
Governor's Office of Policy Innovation and the Future
APPLICATION COVER PAGE
CAG2025-6

Community Resilience Partnership Community Action Grant

Applicant's Organization Name:		Town of Bowdoinham	
Chief Executive - Name/Title:		Nicole Briand/Town Manager	
Tel:	207-666-5531	E-mail:	nbriand@bowdoinham.com
Headquarters Street Address:		13 School St.	
Headquarters City/State/Zip:		Bowdoinham, ME 04008	
<i>(Provide information requested below if different from above)</i>			
Lead Point of Contact for Application - Name/Title:		Yvette Meunier/ Dir. of Planning & Development	
Tel:	207-666-3096	E-mail:	planning@bowdoinham.com
Headquarters Street Address:		Same as above	
Headquarters City/State/Zip:			

- This Application and the pricing structure contained herein will remain firm for a period of one hundred eighty (180) days from the date and time of the bid opening.
- No personnel currently employed by the Department or any other State agency participated, either directly or indirectly, in any activities relating to the preparation of the Applicant's Application.
- No attempt has been made, or will be made, by the Applicant to induce any other person or firm to submit or not to submit an Application.
- The above-named organization is the legal entity entering into the resulting contract with the Department should they be awarded the contract.
- The undersigned is authorized to enter contractual obligations on behalf of the above-named organization.

To the best of my knowledge, all information provided in the enclosed application, both programmatic and financial, is complete and accurate at the time of submission.

Name (Print): Nicole Briand	Title: Town Manager
Authorized Signature: 	Date: 8/28/25

State of Maine
Department of Governor's Office of Policy Innovation and the Future
DEBARMENT, PERFORMANCE, & NON-COLLUSION CERTIFICATION
CAG2025-6


Community Resilience Partnership Community Action Grant

By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this proposal:

- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
- b. Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:

 - i. Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or contract.*
 - ii. Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.**
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification.*
- d. Have not within a three (3) year period preceding this proposal had one or more federal, state, or local government transactions terminated for cause or default.*
- e. Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

Failure to provide this certification will result in the disqualification of the Applicant's Application.

Name (Print): Nicole Brjand	Title: Town Manager
Authorized Signature: 	Date: 8/28/25

State of Maine
Governor's Office of Policy Innovation and the Future
APPLICATION FORM
CAG2025-6
Community Resilience Partnership Community Action Grant

In responding to each Criteria below, Applicants should refer to the information provided in the corresponding areas of the 2.5 Application Guidelines and Required Format section in the Program Statement. Applicants must use this application to respond to all desired information outlined here and in the Program Statement.

Criteria 1: Eligibility and Applicant Information

Applicant's Organization Name:	Town of Bowdoinham											
Applicant's Organization is a:	<input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Tribal Government <input type="checkbox"/> Township, plantation, or unorganized territory <input type="checkbox"/> Service provider organization <input type="checkbox"/> This is a joint application for a Group of Communities (if applicable).											
Is applicant(s) currently enrolled in the Community Resilience Partnership?	<input checked="" type="checkbox"/> yes or <input type="checkbox"/> enrolling simultaneously											
In partnership with: <i>Letters of Support must be provided with Application.</i>	<table border="1"> <tr><td>List Partners (if any)</td></tr> <tr><td>1) Kennebec Estuary Land Trust</td></tr> <tr><td>2) Bowdoinham Recreation Department</td></tr> <tr><td>3) Friends of Merrymeeting Bay</td></tr> <tr><td>4) Maine Farmland Trust</td></tr> <tr><td>5) Bowdoinham Comprehensive Plan Committee</td></tr> <tr><td>6) Representative Sally Cluchey</td></tr> <tr><td>7) Senator Denise Tepler</td></tr> <tr><td>8) Inland Fisheries & Wildlife</td></tr> <tr><td>9) Midcoast Council of Governments</td></tr> <tr><td>10) Town of Bowdoinham</td></tr> </table>	List Partners (if any)	1) Kennebec Estuary Land Trust	2) Bowdoinham Recreation Department	3) Friends of Merrymeeting Bay	4) Maine Farmland Trust	5) Bowdoinham Comprehensive Plan Committee	6) Representative Sally Cluchey	7) Senator Denise Tepler	8) Inland Fisheries & Wildlife	9) Midcoast Council of Governments	10) Town of Bowdoinham
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10) Town of Bowdoinham												

Criteria 2: Previous Community Action Grant status

Is this the community's first application to the Community Action Grant?	<input type="checkbox"/> yes or <input checked="" type="checkbox"/> no (If yes, skip the rest of this section.)
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Does your community have an active Community Resilience Partnership grant from a previous round?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no (If no, skip the rest of this section)
If this grant application is successful, what specific steps will the community take to ensure both active grants are completed on-time?	Our current grant for energy upgrades at the Old Town Hall is on target for completion by September 30, 2025 and is being overseen by another dedicated Project Manager. Therefore, the previous grant should be closed out before this project is underway in 2026. With both projects being overseen by different individuals, this will alleviate any staffing concerns if projects were to unexpectedly overlap. The only outstanding item in the currently active CRP grant is the installation of the new VRF heating system. All of the other tasks have been completed and only 33% of the project remains incomplete. Further, if there were to be any delays the previous grant period runs through May 14, 2026 giving ample amount of time to complete the project.

Criteria 3: Community Characteristics

Complete the table describing the characteristics of the community. See the Program Statement document (Section C. of 2.5 Application Guidelines and Required Format) for information and instructions for completing this table. If this is a multi-community application, use the additional rows for each of the communities in the Group.

Community Name	Community Type (Municipality, Tribal Government, Plantation, Township, or Unorganized territory)	County	Population	Social Vulnerability (low, medium, high)
Bowdoinham	Municipality	Sagadahoc	3,047	Low

Criteria 4: Maine Won't Wait Strategy and Action(s)

Project Title
Town of Bowdoinham Open Space Plan & Land Use Ordinance Revision Assistance

For no-match grants, which Maine Won't Wait strategy(ies) and action(s) does the project seek to implement? Please reference the [List of Community Actions](#) (updated June 2025) to identify strategy(ies) and action(s).

For grants to support community-defined climate priorities not included in the List of Community Actions, applicants must describe the project and how it meets the goals of Maine Won't Wait and complete the cost-share table in the budget worksheet below.

E1: Adopt a goal to conserve at least 30% of land in the community by 2030 (including undeveloped town property). This can be incorporated into conservation, open space, and parks and recreation plans, and natural resource chapters of comprehensive plans.

E2: Develop a plan to identify high priority parcels and meet open space and conservation goals.

E3: Set targets and implement strategies to increase green space and tree planting to increase shade, carbon sequestration, and reduce "heat island" effect in public spaces.

E9: Identify and protect sites for living shorelines and saltmarsh migration areas.

E10: Identify and protect open space in the floodplain to increase flood buffers and community resilience.

Please note that strategies E1 and E3 were included as priorities in our most recent CRP program renewal application material dated August 13, 2024.

Criteria 5: Scope of Work

Project Description

Describe the proposed project, including a project overview, list of the specific tasks and how they will be achieved, and the final deliverables (for example, number of heat pumps installed or the components of a plan to be developed) resulting from the work.

Project Description:

The Town of Bowdoinham is applying for a Community Action Grant to hire a consultant to assist the Town with drafting our first Open Space Plan with robust community input. The Open Space Plan will serve as a stand-alone planning document that complements our 2024 Comprehensive Plan by further developing, and bolstering actions identified in that plan as well as include others identified through this process. The Open Space Plan will act as a community-orientated guide to elected and appointed town leadership in decision-making. Further, the Town will

get technical assistance from the Consultant to develop ordinance changes which support the findings of the Open Space Plan.

To draft the Open Space Plan the consultant will help the Town collect and analyze data, create maps and data visualizations, create an online tool for the public to engage with the process, and develop and deploy surveys to identify and prioritize actions with community input. Further, the consultant will develop an implementation matrix that prioritizes actions and identifies resources including funding sources for actions. In addition, the consultant will review relevant Town ordinances and workshop suggest amendments with the Planning Board which support the desires of the Open Space Plan.

The work will include significant community outreach through events, newsletters, social media, and website information to introduce the concept and value of open space planning to residents and collect community feedback to guide and prioritize conservation efforts, recreational opportunities, and identify where commercial and residential development efforts should be directed. Additional engagement opportunities to collect feedback on the draft plan and ordinance amendments, and to promote the plan ahead of placing them on Town Meeting warrants will also be initiated.

Tasks and Deliverables:

Task 1: OPEN SPACE PLAN ADMINISTRATION

The Director of Planning & Development will undertake the following tasks to hire a consultant and administer the grant:

- Draft and issue a Request for Proposals for the Open Space Plan;
- Assist with the consultant selection, including reviewing proposals, facilitate the review process with the Comprehensive Plan Committee, host interviews, and negotiate a scope of work and budget; and
- Administer the grant award and submit CRP reports.

The Comprehensive Plan Committee will:

- Assist with the consultant selection, including reviewing proposals, host interviews, rate the applications, and make a formal recommendation to the Selectboard on hiring a consultant.

The Consultant will perform the following activities to manage the project:

- Manage the project budget and timeline and set up project meetings and ensure completion of project deliverables; and
- Work with the Town to submit CRP reports.

Deliverables: Signed contract between Consultant and the Town of Bowdoinham; Summary of project activities for CRP quarterly reports and final report.

Task 2: OPEN SPACE PLAN

Task 2A: Inventory & Analysis

The following activities will be undertaken to collect and analyze data for the Open Space Plan.

The Director of Planning & Development will:

- Provide the Consultant with any existing town resources such as GIS layers, maps, plans, policies, and public input for consideration; and
- Assist the Consultant in compiling a list of community partners and their contacts.

The Consultant will perform these activities to collect and analyze data for the plan:

- Review of existing plans, policies, and public input;
- Analyze our land use ordinance and comprehensive plan update process to identify potential future development;
- Provide GIS mapping of existing open space lands;
- Integrate climate impacts and stressors into the plan; and
- Outreach to community partners to identify current community plans, other mapping products, priorities and concerns.

Deliverables: The Consultant will use this inventory and analysis to create online open space maps and a list of areas that should be conserved as open space. Both analysis deliverables will be used in the plan and public engagement.

Task 2B: Public Engagement

Under the guidance of the Comprehensive Plan Committee public engagement efforts will be developed by the Consultant to collect information on how Bowdoinham's open spaces are currently perceived, valued, and used and how these assets could be improved. Public engagement opportunities will include:

The Director of Planning & Development will:

- Assist with developing public engagement strategies, hosting events, and promoting public engagement opportunities and the project website.

The Consultant will:

- Create two kickoff events to introduce open space planning to the community;
- Launch of up to three surveys which would include both online and paper versions. One survey would be specific to agricultural protection aimed at gathering feedback from farmers on potential strategies that would help them stay in agriculture. This would include assistance from Maine Farmland Trust in drafting and deploying the survey. A second survey would be a broader survey to identify and prioritize actions from the community for the plan, with the potential for a third more in-depth survey more focused on recreation or another area that that may call for additional attention from survey responses; and
- Create a website to allow residents to interact with the process and learn more.

The Comprehensive Plan Committee will:

- Work with the Consultant to create kickoff events to introduce open space planning to the community;
- Work with the Consultant and Maine Farmland Trust and the Planning Board on developing, deploying, and promoting surveys;
- Table at the Town's annual birthday celebrations and Town Meetings about the project; and
- Promote the website developed by the Consultant to allow residents to interact with the process and learn more.

Maine Farmland Trust will:

- Work with the Comprehensive Plan Committee and the Consultant in drafting and deploying an agricultural specific survey, identify survey participants and promote the survey.

Deliverables will be a creation of up to three surveys, publishing of a project website, schedule of the meetings, and creation of meeting minutes.

Task 2C: Plan Drafting & Review

The Consultant will draft an Open Space Plan that will include the results of the inventory and analysis and will incorporate the public input received to date. It will also include initial recommendations and strategies. Upon completion of the draft plan the Consultant will conduct two public engagement opportunities to elicit feedback and suggestions for the Open Space Plan. Strategies for this second round of public engagement include community meetings and an open comment period with the plan.

The Director of Planning & Development will:

- Assist with developing public engagement strategies, collecting public comments on the draft plan, hosting events, and promoting public engagement opportunities.

The Consultant will:

- Create two community meetings to introduce the draft open space planning to the community and solicit feedback.

The Comprehensive Plan Committee will:

- Work with the Consultant to host two events to introduce the draft open space plan to the community and solicit feedback.

Deliverables: Summary of public engagement activities, outreach and engagement materials, and draft open space plan.

Task 2D: Plan Revision & Adoption

In order to finalize a plan for adoption at the June 2027 Town Meeting the following tasks will be executed.

The Consultant will:

- Make revisions to the Open Space Plan draft based on feedback from the municipality, boards and committees, and the community.

The Comprehensive Plan Committee will:

- Approve final edits of the plan.

Director of Planning & Development will:

- Work to bring the plan before the Select Board for consideration for the upcoming Town Meeting.

Deliverables: Final Open Space Plan.

Task 3: ORDINANCE REVIEW & REVISION

Task 3A: Review Current Ordinance Language

The Consultant will:

- Review Bowdoinham's Land Use Ordinance to identify opportunities for incorporating open space conservation strategies and priorities into the ordinance and suggest where and what amendments might be possible and work with municipal staff and the Planning Board to choose which amendments could realistically be made.

Deliverables: List of possible ordinance revisions.

Task 3B: Draft Ordinance Revisions

The Consultant will:

- Draft ordinance language for the proposed amendments and work with municipal staff and the Planning Board on final language for consideration by the Select Board.

The Director of Planning & Development will:

- Facilitate the public process for ordinance amendments through the Planning Board.

Deliverables: Draft ordinance amendment language for Select Board consideration.

Task 3C: Ordinance Revision Adoption

The Director of Planning & Development will:

- Facilitate the public process for ordinance amendments through the Select Board through to Town Meeting in June of 2028 after the project period.

Deliverables: Final ordinance amendment language for consideration at the June 2028 Town Meeting for adoption.

Project Timeline

Describe the timeline for completing each task or deliverable and the expected completion of the grant-funded project.

		Calendar Year							
		2026				2027			
Project Timeline		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Task 1	Open Space Plan Administration								
Task 2	Open Space Plan								
	2A Inventory & Analysis								
	2B Public Engagement								
	2C Plan Drafting & Review								
	2D Plan Revision & Adoption								
Task 3	Ordinance Review & Revision								
	3A Review Current Ordinance Language								
	3B Draft Ordinance Revisions								
	3C Ordinance Revision Adoption								
<p>Choose the desired grant period: <input type="checkbox"/> 12 months or <input checked="" type="checkbox"/> 24 months</p> <p>Note: The grant performance period is expected to begin on or around January 15, 2026.</p>									

Project Need

Describe the need for the project. Why is this project a community priority?

During the drafting of Bowdoinham’s 2024 Comprehensive Plan Update an Open Space Plan was identified as a recommended strategy. Following the plan’s adoption at Town Meeting in June of 2024 the Comprehensive Plan Committee solicited a survey to residents to identify priority strategies for the committee to work on. Preserving open space in the rural agricultural district was the top ranking action and creating an ag conservation plan ranked third. This open space plan will inclusively address both of those desires. Further, in August of 2024, two of the five actions

related to this project were prioritized in our last Community Resilience Partnership renewal application in.

Moreover, leading up to the approval of the Comprehensive Plan Update in 2024 a housing subcommittee was formed to advance ordinance changes to support protecting open space and agricultural land while promoting housing in our growth areas. Unfortunately, these suggested amendments did not pass at the 2024 Town Meeting. The committee believes that the drafting of this plan and subsequent engagement opportunities will provide much needed information and resources to residents in relation to the benefits of preserving open space and agricultural lands. With the additional professional guidance to assist our part-time planner the committee is hopeful that they can achieve land use ordinance revisions that balance the desires for more housing while preserving our most valuable and vulnerable assets.

The need for Open Space Planning in Bowdoinham is supported by the attached letters of support from Kennebec Estuary Land Trust, Friends of Merrymeeting Bay, Maine Farmland Trust, Midcoast Council of Government, and many others.

Project Outcomes

Describe the expected outcomes from completion of this project. (See the Program Statement Section 2.5, Subsection E.)

The goal of this project is to create an Open Space Plan and associated ordinance amendments that will serve as a guide for maintaining, enhancing, and managing existing open/natural spaces and for connecting/linking open spaces together. It will identify conserved and unconserved open spaces, recreational lands, forests, scenic vistas, habitat, and agricultural lands that are important to residents. In addition, it will identify those lands that are vulnerable to climate change, and that provide public benefits such as climate change resilience, flood protection, cultural significance, and public recreation access.

Moreover, it establishes town-wide policies and actions for land conservation and preservation, guides and prioritizes capital investments and identifies funding opportunities for conservation. Lastly, it will be a tool for coordinating town-wide projects, policies, and programs related to open space and recreation.

Project Management

Describe the roles and responsibilities that key staff, contractors, and project partners will have in completing this scope of work successfully and achieving the deliverables and outcomes described above.

Yvette Meunier, Director of Planning & Development

Yvette will lead communication and coordination with municipal leaders, committees and boards. She will participate in project meetings, assist with developing public engagement strategies, hosting events and promoting the project. She will provide any relevant plans, policies, maps, community contacts, and other information requested by the Consultant for drafting the plan. Further, she will oversee the administrative process for proposing ordinance amendments for consideration at the Juen 2028 Town Meeting. She will ensure complete and timely submissions of grant reports.

The Comprehensive Plan Committee

The Comprehensive Plan Committee will assist with the Consultant selection, attend all meeting, host public engagement sessions, assist with promoting the project and all associated events. Further, the Committee will work with the Consultant and Planning Board to provide input on ordinance revisions and assist with education and outreach on any revisions prior to the Town Meeting vote.

Consultant

The Consultant serves as the project manager, overseeing all aspects and activities of the project, coordinating and managing all project administration, leading project activities, and heading the development of the Open Space Plan. This includes data collection and analysis, GIS mapping and drafting the Open Space Plan. The Consultant is also the lead on the ordinance review and revisions.

Maine Farmland Trust

Maine Farmland Trust will work with the Comprehensive Plan Committee and the Consultant in drafting an agricultural specific survey, identifying survey recipients, and promoting the survey. Further, they will provide farmland inventories and other agricultural data for the plan and help the committee weigh farmland protection strategies during the land use ordinance review.

Community Access and Engagement

Describe specific actions that will be taken to increase access for community stakeholders to participate in the project during the grant period, including underrepresented populations and community members particularly vulnerable to climate impacts. (Any public engagement that led up to this application is appreciated. However, please focus the response here on engagement activities that will happen during the project timeline.) Who in your community will be the most affected by climate change impacts? Applicants should consider the potential benefits of their proposed climate action projects and, if applicable, describe how the project promotes access to those benefits.

The Comprehensive Plan Committee considers equitable public engagement as the most critical task for a well-developed and well-supported Open Space Plan. The Committee is steadfast in addressing equity in stakeholder participation and is poised

to develop a robust and inclusive public engagement strategy for the Open Space Plan.

The engagement plan will make a targeted effort to identify and engage a wider diversity of audiences, particularly inviting participation from young families, elders, and those individuals who, due to income, transportation or access barriers, might not otherwise participate. To overcome these barriers to engagement opportunities for participation will be held outside of normal working hours and will offer a mix of virtual and in-person opportunities. Further, all public engagement materials will be accessible and explain concepts in clear and plain language. Feedback will be presented including written input on surveys with prepaid postage and online surveys.

Opportunities to gather public input and feedback into the plan will be incorporated into many of the Town's ongoing engagement activities like social media posts, bimonthly mailed newsletters, weekly e-newsletters, the Town website, Age Friendly Bowdoinham luncheons, the annual Celebrate Bowdoinham birthday event, summer concert series, our message kiosk, and more. In addition, we will invite community organizations and institutions, such as the Bowdoinham Public Library, Age Friendly Bowdoinham, the Tree Subcommittee, Bowdoinham Development Initiative, and the Bowdoinham Community School, among others to get the word out to different segments of the community, and perhaps to host events that draw in those different populations. We will work closely with important community leaders and municipal committees to ensure they get an opportunity to weigh in.

Criteria 6: Budget

Budget Narrative

Please provide a detailed explanation of your proposed project expenses organized by task, including how the expenses were estimated and how proposed grant funding will be combined with other funding sources to support the project. Vendor estimates are strongly encouraged to support estimated expenses.

The proposed total budget for Bowdoinham's Open Space Planning project is \$63,470.76. The Town is requesting \$52,797.00 from the Community Resilience Partnership Community Action Grant program. The funds will be used to cover the Consultant's staff time, travel for the project, as well as project incidentals to develop the Open Space Plan and subsequent ordinance changes. Incidentals include but are not limited to printing costs for maps, meeting handouts, and final plans, as well as prepaid postage envelopes for surveys to residents, raffle gift cards to encourage public meeting participation, and a budget for catering for the public events.

In estimating Consultant costs, we are using a rate of \$99/hour. The number of hours assigned and rate is derived from similar projects we have executed with other planning entities recently. We have taken a similar approach when estimating the

hours for the Director of Planning & Development's staff time, which is billed out at \$36.06/hour.

Task 1: OPEN SPACE PLAN ADMINISTRATION

The Task 1 budget is \$7,421.76 and is supported by an in-kind match of 96 hours of the Director of Planning & Development's staff time to write and release an Open Space Plan Consultant Request for Proposal (RFP), interview candidates, and enter into a contract with the consultant. In addition, producing all required grant reporting. Considering similar projects, we have estimated 40 hours of the Consultant's time to manage the project budget, timeline, set up project meetings, and ensure completion of project deliverables.

- Funds requested: \$3,960.00
- In-kind donation: \$3,461.76
- Total budget: \$7,421.76

Task 2: OPEN SPACE PLAN

The total Task 2 budget is \$48,270.60 and is supported by an in-kind match of 160 hours of the Director of Planning & Development's staff time and an estimated 399 hours of the Consultant's time. This budget also includes an allowance of \$3,000 for incidental expenses. Additional budget details for each sub task are described below.

Task 2A: Inventory & Analysis

Task 2A budget is \$5,815.44 and is supported by in-kind match of 24 hours of the Director of Planning & Development's staff time to assist the Consultant acquire and interpret relative information and 50 hours for the Consultant to review and analyze the data.

- Funds requested: \$4,950.00
- In-kind donation: \$865.44
- Total budget: \$5,815.44

Task 2B: Public Engagement

Public engagement is the most important task to the Comprehensive Plan Committee. The Task 2B budget is \$28,736.76 and accounts for 225 hours for the Consultant to oversee and facilitate community engagement activities. This includes the creation of up to three surveys to be posted virtually and written format, publishing of a project website, attending up to 18 committee meetings, and creating two public kickoff meetings with associated meeting minutes. It is also supported by in-kind match of 96 hours of the Director of Planning & Development's staff time to assist the Consultant and the Comprehensive Plan Committee to undertake public engagement activities. This budget also includes an allowance of \$3,000 for a mass mailing with return postage, incidental expenses such as printing costs, meeting materials, food, and raffle prizes for meeting participants.

- Funds requested: \$25,275.00

- In-kind donation: \$3,461.76
- Total budget: \$28,736.76

Task 2C: Plan Drafting & Review

The Task 2C budget is \$10,765.44 including 100 hours for the Consultant to draft an Open Space Plan that will include the results of the inventory and analysis and will incorporate the public input received to date. It will also include initial recommendations and strategies. Upon completion of the draft plan the Consultant will conduct two public engagement opportunities to elicit feedback and suggestions for the Open Space Plan. Strategies for this second round of public engagement include a community meeting and an open comment period with the plan. This task is also supported by in-kind match of 24 hours of the Director of Planning & Development's staff time to assist the Consultant and the Comprehensive Plan Committee with the drafting.

- Funds requested: \$9,900.00
- In-kind donation: \$865.44
- Total budget: \$10,765.44

Task 2D: Plan Revision & Adoption

The Task 2D budget is \$2,952.96 including 24 hours for the Consultant make revisions to the open space plan draft based on feedback from the municipality, boards and committees, It is also supported by in-kind match of 16 hours of the Director of Planning & Development's staff time to assist the Consultant and the Comprehensive Plan Committee to bring the plan before the Select Board for consideration for the upcoming Town Meeting.

- Funds requested: \$2,376.00
- In-kind donation: \$576.96
- Total budget: \$2,952.96

Task 3: ORDINANCE REVIEW & REVISION

The total Task 3 budget is \$8,066.88 and is supported by an in-kind match of 40 hours of the Director of Planning & Development's staff time and an estimated 64 hours of the Consultant's time. More details are below.

Task 3A: Review Current Ordinance Language

The Task 3A budget is \$2,376.00 including 24 hours for the Consultant to review Bowdoinham's Land Use Ordinance to identify opportunities for incorporating open space conservation strategies and priorities into the ordinance and suggest where and what amendments might be possible.

- Funds requested: \$2,376.00
- Total budget: \$2,376.00

Task 3B: Draft Ordinance Revisions

The Task 3B budget is \$4,536.96 including 40 hours for the Consultant to draft ordinance language for the proposed amendments and work with municipal staff and the Planning Board on final language for consideration by the Select Board. It is also supported by in-kind match of 16 hours of the Director of Planning & Development's staff time to assist the Consultant bring the ordinance amendments before the Planning Board.

- Funds requested: \$3,960.00
- In-kind donation: \$576.96
- Total budget: \$4,536.96

Task 3C: Ordinance Revision Adoption

The Task 3C budget is \$865.44 including 24 hours for the Director of Planning & Development's staff time to facilitate the public process for ordinance amendments through the Select Board to Town Meeting in June of 2028 through and after the project period.

- In-kind donation: \$865.44
- Total budget: \$865.44

Cost-Share Table (if applicable)

A cost share will apply for grants that implement community climate and energy priorities actions not found in the [List of Community Actions](#).

Tier 1: Communities with populations less than 4,000

Tier 2: Communities with EITHER populations between 4,000 and 10,000 OR tax assessment less than \$25 million (according to State Revenue Sharing data).

Tier 3: Communities with populations greater than 10,000 AND tax assessment greater than \$25 million (according to State Revenue Sharing data).

Tier 1	Tier 2	Tier 3
10% local match	10% local match	20% local match

Not applicable.

Budget Worksheet			
Project Task	Funds Requested	Other Funds (match, rebates, etc.)	Total Project Budget
Task 1 - Open Space Plan Administration	\$3,960.00	In-kind donation: \$3,461.76	\$7,421.76
Task 2 – Open Space Plan	\$42,501.00	In-kind donation: \$5,769.60	\$48,270.60
Task 3 - Ordinance Review & Revision	\$6,336.00	In-kind donation: \$1,442.40	\$7,778.40
Total	\$52,797.00	\$10,673.76	\$63,470.76

IMPORTANT:

- The applicant’s budget narrative and budget worksheet must include any applicable incentives or rebates (for example, from Efficiency Maine) at the time of application, including for electric vehicles and charging equipment, heat pumps and VRF systems, LED lighting, and water heaters.
- Applicable incentives or rebates should be included in the “Other Funds” column and “Total Project Budget.”

State of Maine
Governor's Office of Policy Innovation and the Future
APPENDIX
CAG2025-6
Community Resilience Partnership Community Action Grant

The appendix may include:

- Letters of support from project partners, municipal and county officials, local civic leaders, state legislators, or partner communities
 - If this is a collaborative application from multiple communities, all participating communities must include a letter of support.
- Pertinent maps, imagery or other essential (brief) supporting documents
- Vendor or consultant estimates for project costs.

August 18, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, Maine 04333



Re: Support for Bowdoinham's Community Action Grant

Dear Ashley Krulik,

As the Executive Director of the Kennebec Estuary Land Trust (KELT) located in Bath, ME and serving nine communities surrounding the lower Kennebec River Estuary including the Town of Bowdoinham, the proposed project by the Town of Bowdoinham is in line with our mission and goals. KELT's conserves, restore, and instills appreciation of the land and water resources of the Kennebec Estuary to benefit today's communities and future generations.

For over 35 years, ~~KELT has coordinated with residents, businesses, municipalities, fellow conservation organizations, and state and federal agencies to protect and steward land through conservation easements, land donations, and land purchases.~~ We have worked directly with Bowdoinham on several conservation projects protecting ecologically significant habitat in and near Merrymeeting Bay and securing public access to these natural destinations. Notably, the Town was a key partner to coordinate public access and parking to the multi-use, recreational trails of the 63-acre Red Rose Preserve and the 32-acre Center Point Preserve. Most recently, we have delivered technical assistance and guidance to Bowdoinham's Comprehensive Plan Committee on how KELT can be a partner in their open space planning efforts.

KELT is strongly in support of this funding request that would enable open space and conservation planning at this critical time where development pressures and climate impacts are heightened. An open space plan would help guide and escalate conservation work in Bowdoinham, ensuring the most important natural spaces are protected forever. Land conservation is a powerful natural climate solution-sequestering carbon, allowing for species adaptation and movement, and protecting biodiversity. In addition, it aims to allow more access to natural places, which will continue to instill a sense of place and appreciation for the natural world. Further, it will serve as a model to other Merrymeeting Bay communities.

We are committed to working with Bowdoinham throughout the process of drafting and adopting a plan and look forward to using the plan as a complementary framework for implementing conservation efforts in Bowdoinham with KELT's own regional conservation plan. Thank you for your time in advance, and if you have any questions or need clarification, please reach out.

Sincerely,

A handwritten signature in blue ink that reads "Becky Kolak".

Becky Kolak
Executive Director
bkolak@kennebecestuary.org
207-442-8400



Office: 872 Washington Street
Mailing: P.O. Box 1128 • Bath, Maine 04530
(207) 442-8400 • www.kennebecestuary.org





Town of Bowdoinham

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Nicole Briand, Town Manager

August 11, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, Maine 04333

Re: GOPIF Community Action Grant CAG2025-6

Dear Ashley Krulik,

As the Recreation & Community Services Director, I have witnessed firsthand the importance of accessible, inclusive, and thoughtfully designed open spaces in fostering community well-being. Bowdoinham is fortunate to have a rich natural landscape and a strong sense of community, and this grant would allow us to strategically plan for the preservation, enhancement, and utilization of our open spaces for generations to come.

One of the most compelling aspects of this initiative is its potential to benefit our aging population. Bowdoinham has a growing number of older residents who rely on safe, accessible outdoor spaces for physical activity, social engagement, and mental wellness. An Open Space Plan would allow us to identify and prioritize improvements such as:

- **Accessible walking trails** with appropriate surfacing and seating areas.
- **Intergenerational gathering spaces** that encourage social interaction and reduce isolation.
- **Nature-based programming opportunities** tailored to older adults, such as guided walks, gardening, and outdoor fitness.
- **Transportation and connectivity enhancements** to ensure seniors can easily reach parks and recreational areas.

By aligning our open space planning with the needs of older adults, we can create a more inclusive and resilient community. This grant would empower Bowdoinham to take a proactive approach to land use, recreation, and public health, ensuring that our town remains a vibrant and welcoming place for residents of all ages.

I strongly support this application and look forward to collaborating with other town departments, community organizations, and residents to bring this vision to life.

Sincerely,

Jason Lamoreau
Recreation & Community Services Director



August 22, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, ME 04333

Re: Community Resilience Partnership Community Action Grant proposal, Town of Bowdoinham

Dear Ashley Krulik,

Maine Farmland Trust (MFT) is pleased to provide a letter of support for the Town of Bowdoinham's Community Resilience Partnership Community Action Grant proposal for technical assistance in the drafting of an open space plan and land use ordinance revisions. MFT is a statewide, member-powered organization working to protect farmland, support farmers, and advance the future of farming. Since our founding in 1999, MFT has helped to permanently protect farmland in every county in Maine, amounting to nearly 57,000 acres across 345 farms.

As we look to the future, we know that a thriving agricultural landscape, where farms feed our economy, steward our natural resources, and nourish our communities, is possible, but it's not inevitable – particularly in the face of climate change. Ensuring that farmland remains in farming is a key natural climate solution. Undeveloped agricultural land and farmers' use of healthy soils practices mitigate the impacts of climate change by sequestering carbon and limiting greenhouse gas emissions. In recognition of the critical climate benefits that Maine's working farms and farmland provide, the state's updated 2024 climate action plan *Maine Won't Wait* establishes new targets specific to farmland protection—calling for Maine to secure and commit to ongoing, dedicated funding for farmland conservation to double the amount of permanently protected farmland in the state by 2030 and ensure no net loss of farmland in Maine. The updated plan also reaffirms the goals established in the original 2020 plan to increase both the amount of Maine-produced food consumed in the state and the amount of land conserved statewide to 30 percent by 2030, and identifies updated strategies for reaching those important goals.¹

Municipal farm-friendly policies and planning strategies can play an important role in preventing farmland from being lost to development, supporting the viability of local agriculture, and building community resilience to the effects of our changing climate.

Over the past few years, MFT has worked with Bowdoinham's Planning Department and its Comprehensive Plan Committee (CPC) on several land use planning and farmland educational events, including sponsoring Bowdoinham's annual Open Farm Day event and presenting examples of ordinances and resources to assist the CPC as it addresses concerns around an increase in farmland losses to development pressure. We also feature multiple example strategies

¹ Maine Climate Council, *Maine Won't Wait: A Four-Year Plan for Climate Action*, p. 109 and p. 116 (2024), available at: <https://www.maine.gov/climateplan/>.

from Bowdoinham in the Second Edition of our farm-friendly guide for municipalities, *Cultivating Maine's Agricultural Future*, including the Town's online business directory that promotes local farms, their land use ordinance definitions and permitting processes for greenhouses and high tunnels, and the Bowdoinham Community Development Initiative's farmland inventory.^{2 3} These examples serve to inspire other communities and provide them with models to explore in their own town.

Open space plans offer municipalities a valuable opportunity to highlight the importance of land for agricultural uses, identify threats to farmland, and lay the groundwork for the implementation of proactive policies and strategies for retaining farms and farmland and creating or facilitating opportunities for farmers to access land. As Bowdoinham endeavors to complete its open space plan, and, importantly, implement ordinance changes that will advance the plan, MFT is committed to serving as a partner and a resource to support the plan's inclusion of farmer perspectives and working lands. Specifically, MFT is eager to provide support through community engagement of farmers and agricultural stakeholders, providing data and resources, reviewing potential land use ordinance changes and offering input on actionable farmland protection and access strategies, and attending the committee's meetings to serve as a resource.

MFT strongly supports community planning initiatives that are aimed towards protecting agricultural resources and advancing local farm and food priorities, and we are pleased to offer our support to the important effort that is envisioned by Bowdoinham's Community Resilience Partnership Community Action Grant proposal. We look forward to continuing to be a partner and a resource to the Town of Bowdoinham and the CPC in this effort. Thank you for your time and consideration of their application.

Sincerely,



Abby Farnham
Assistant Director, Policy and Research
Maine Farmland Trust
abby@mainefarmlandtrust.org

² Bowdoinham Community Development Initiative, "BCDI Farmland Inventory," available at: farmland.bcdimaine.org/

³ *Cultivating Maine's Agricultural Future: A Policy and Planning Guide for Towns* (Second Edition), Part 3, Pages 7, 19, and 77 (2024), available at: mainefarmlandtrust.org/future/policy-and-planning-resources-for-towns



Friends of Merrymeeting Bay

P.O. Box 233, Richmond, ME 04357 www.fomb.org

8/28/25

Yvette Meunier
Director of Planning & Development
Bowdoinham, ME 04008

Via Email
Yvette Meunier planning@bowdoinham.com

Yvette,

I have reviewed your Community Resilience grant request and its purpose appears largely to update and hopefully implement existing elements of Bowdoinham's Comprehensive Plan Open Space goals. As you know, what makes Bowdoinham uniquely special is our large frontage on Merrymeeting Bay and several of the Bay tributaries with their attendant wetlands. Anything we can do to protect this resource is a good thing.

Please consider this brief note a letter of support for your Community Resilience Partnership Community Action Grant: CAG2025-6.

Thank you,

Ed Friedman, FOMB Chair



Town of Bowdoinham

13 School St • Bowdoinham, ME 04008

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www.bowdoinham.com

August 21, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, Maine 04333

Re: GOPIF Community Action Grant CAG2025-6

Dear Ashley Krulik,

On behalf of the Comprehensive Plan Committee I am writing this letter in support of Bowdoinham's Community Action Grant Application. During the drafting of Bowdoinham's 2024 Comprehensive Plan Update an Open Space Plan was identified as a recommended strategy. Following the plan's adoption at Town Meeting in June of 2024 the Comprehensive Plan Committee solicited a survey to residents to identify priority strategies for the committee to work on. Preserving open space in the rural agricultural district was the top ranking action and creating an ag conservation plan ranked third. This open space plan will inclusively address both of those desires. Further, in August of 2024, two of the five actions related to this project were prioritized in our last Community Resilience Partnership renewal application in.

Moreover, leading up to the approval of the Comprehensive Plan Update in 2024 a housing subcommittee was formed to advance ordinance changes to support protecting open space and agricultural land while promoting housing in our growth areas. Unfortunately, these suggested amendments did not pass at the 2024 Town Meeting. The committee believes that the drafting of this plan and subsequent engagement opportunities will provide much needed information and resources to residents in relation to the benefits of preserving open space and agricultural lands. With the additional professional guidance to assist our part-time planner the committee is hopeful that they can achieve land use ordinance revisions that balance the desires for more housing while preserving our most valuable and vulnerable assets.

Thank you for your time and consideration.

Sincerely,

Peggy Christian, Chair
Comprehensive Plan Committee



HOUSE OF REPRESENTATIVES

2 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0002

(207) 287-1400

TTY: MAINE RELAY 711

Sally Cluchey

15 Brickyard Way

Bowdoinham, ME 04008

Phone: (207) 814-8879

Sally.Cluchey@legislature.maine.gov

August 21, 2025

Ashely Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, Maine 04333

Re: Bowdoinham's Community Action Grant

Dear Mrs. Krulik,

As a Bowdoinham resident, and State Representative for Bowdoinham, I am pleased to submit this letter of support for the town's Community Action Grant Application Open Space Plan & Land Use Ordinance Revision Assistance. This project will provide much needed guidance in helping to bring much needed housing to the area while preserving our most valuable and vulnerable assets that give Bowdoinham our rural character.

As House Representative I am interested in focusing as many resources as possible to help my town thrive. Bowdoinham is a small municipality, with limited financial means and a part-time planner to take on large projects. However, we have an extremely active and well-connected citizenry and thoughtful town planning that has helped us catapult this project to the forefront.

As a resident, volunteer, and advocate for building a stronger community, I strongly recommend GOPIF fund this project. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink that reads "Sally Cluchey".

Sally Cluchey

State Representative



Denise Tepler
Senator, District 24

THE MAINE SENATE
132nd Legislature

3 State House Station
Augusta, Maine 04333

August 7, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, ME 04333

Re: Support for Bowdoinham's Community Action Grant Application

Dear Program Manager Krulik,

Thank you and the GOPIF team for the work you do furthering resilience in the State of Maine. As the Maine State Senator for Senate District 24, which includes the Town of Bowdoinham, I hope to see as many planning resources as possible provided to the rural towns in my district. The ability to provide proper planning activities poses a significant challenge to rural communities like Bowdoinham that lack financial resources and staff.

I am pleased to provide a letter of support for the Town of Bowdoinham's Community Action Grant proposal for technical assistance drafting an Open Space Plan. This proposal will positively benefit the community and meet the objectives of the grant.

Bowdoinham is deeply connected to its rural character, agricultural heritage and pristine natural resources, and is actively working to shape its future responsibly. They work hard to keep their modest downtown afloat and provide for social growth as an Age Friendly Community. As development pressures move up the coast, residents are increasingly concerned about being able to afford their homes, age in place and keep taxes low while maintaining their rural character and quality of life.

The path to sustainable growth through open space planning as a part of this effort is a major undertaking for a town that can only afford a part-time planner. Without financial and technical assistance, drafting a robust Open Space Plan would not be possible. Bowdoinham is known for its highly engaged citizenry and active volunteerism, including a Comprehensive Plan Committee that can also be engaged in the Open Space Plan effort.

In conclusion, I want to emphasize how important receiving this grant would be for economic and community development in Bowdoinham. It will make a difference to allow for open space planning in this rural small town. I urge you to support this grant application.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Denise Tepler'.

Senator Denise Tepler
Senate District 24
All of Sagadahoc County and Dresden

August 7, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, Maine 04333

Re: Support for Bowdoinham's Community Action Grant

Dear Ashley Krulik,

My name is Greg LeClair, the Municipal Planning Biologist with the Beginning With Habitat (BwH) program at the Maine Department of Inland Fisheries and Wildlife. I am writing in support of Bowdoinham's Community Action Grant for technical assistance in the drafting of an Open Space Plan.

Beginning with Habitat (BwH) helps Maine municipalities, landowners, and land trusts build habitat conservation into their long-term plans. We create comprehensive packages for each Maine municipality which include multi-layer maps, information about native habitats, and localized conservation strategies. We also provide technical assistance to help planners, land trusts, and private developers put the data to use.

Over the past year I have worked in depth with Bowdoinham's Planning Department and the Comprehensive Plan Committee (CPC) on several land use planning and natural resource projects, including reviewing their comprehensive plan and offering feedback from a habitat conservation perspective, conducting site walks to identify unique flora and fauna at their new waterfront park, providing guidance and review of natural resource interpretive signage, and presenting examples of other ordinances and resources to assist the CPC address concerns of losing open space and habitat. Most recently, we have delivered technical assistance and guidance to Bowdoinham's Comprehensive Plan Committee on how IF&W can be a partner in their open space planning efforts.

Ultimately, our work empowers decision-makers to guide growth in such a way that 50 years from now Maine's quality of place, including fishing, hunting, wildlife watching, and outdoor recreation – and all the economic activity it brings to our state – will endure. Bowdoinham, like many other rural towns, are steadfast in protecting their rural character. Our involvement and ongoing support will help them achieve their goals. BwH is in strong support of this application, is committed to working with Bowdoinham throughout the process of drafting and adopting a plan, and looks forward to using the plan as a framework for implementing conservation efforts in Bowdoinham. Thank you for your time and consideration of their application.



Greg LeClair
Municipal Planning Biologist
Beginning with Habitat - Maine Department of Inland Fisheries and Wildlife
353 Water St, Augusta, ME 04430
Gregory.leclair@maine.gov / (207) 441-4167

8/26/25

Ashley Krulik
Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
Community Resilience Partnership
111 Sewall Street
Augusta, ME 04330

Dear Ms. Krulik:

As the regional planning and development organization serving Midcoast Maine, the Midcoast Council of Governments (MCOG) is pleased to provide strong support for the Town of Bowdoinham's application to the Community Resilience Partnership Community Action Grant.

This project is an important next step for Bowdoinham, building on its recently adopted Comprehensive Plan. The proposed Open Space Plan will give the Town practical tools to conserve agricultural land and natural resources, expand recreational opportunities, and prepare for the impacts of climate change. By integrating climate data, mapping, and community input, the project will produce a well-informed roadmap that balances growth with preservation and resilience.

MCOG particularly values the project's commitment to inclusive community engagement. Residents will have opportunities to participate through surveys, public meetings, and online tools, ensuring that the final plan reflects the perspectives and priorities of the whole community. This approach aligns with MCOG's mission to strengthen towns across the region through collaborative, community-driven planning.

We are proud to be a listed project partner and will continue to support Bowdoinham in this work. The Town's dedication to thoughtful planning and climate preparedness sets an example for other communities in the Midcoast region.

For these reasons, MCOG fully endorses Bowdoinham's grant application and looks forward to the positive outcomes this project will achieve.

Sincerely,



Meg Rasmussen
Director of Sustainability Programs
Midcoast Council of Governments



Town of Bowdoinham

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Nicole Briand, Town Manager

August 6, 2025

Ashley Krulik, Community Resilience Partnership Program Manager
Governor's Office of Policy Innovation and the Future
181 State House Station
Augusta, Maine 04333

Re: GOPIF Community Action Grant CAG2025-6

Dear Ashley Krulik,

I am writing this letter in support of Bowdoinham's Community Action Grant Application. The Bowdoinham Select Board approved applying for this CAG grant at their August 5, 2025 meeting. Following the passing of the Comprehensive Plan update in 2024 residents are eager to work towards implementing policy changes that will support housing needs while protecting agricultural lands and open spaces. Further, recreation and agriculture are two of the main pillars of our economic strategy that will also benefit from the writing of an Open Space Plan.

A plan is only as good as its implementation. Given the limited staff time of our part-time planner, additional support and resources are much needed to make meaningful strides towards conserving our open spaces while promoting responsible growth. This grant will go a long way for a small town with limited financial resources to take on large projects like this. The Town of Bowdoinham sincerely appreciates the opportunity to apply for this grant and the work of GOPIF.

Thank you for your time and consideration of this application.

Sincerely,

Nicole Briand
Town Manager