

RICHMOND SELECTBOARD MEETING AGENDA

Andy Alexander
Robert Bodge, Chairman
Matt Roberge
~~Tracy Tuttle~~ – Absent, out of town
Brian York, Vice Chair

Town Office Conference Room
Tuesday, February 17, 2026 @ 5:30PM

- 1.0 CALL TO ORDER
- 2.0 PLEDGE OF ALLEGIANCE
- 3.0 REQUEST TO APPROVE MINUTES OF SELECTBOARD MEETING ON: February 3, 2026
- 4.0 PRESENTATIONS, PROCLAMATIONS & APPOINTMENTS
 - 4.1 FY2023 Audit Presentation, William H Brewer, CPA
- 5.0 SELECTBOARD DISCUSSION ITEMS & COMMUNICATIONS
 - 5.1 I-295, Routes 201 & 197 TIF District Application Progress
- 6.0 SELECTBOARD ACTION ITEMS
 - 6.1 Selectboard action to Schedule a Public Hearing for I-295 & Routes 197 & 201 TIF Districts and the Downtown TIF Amendment
 - 6.2 Selectboard action to support Gardiner Fire Department increased EMS staffing
 - 6.3 Selectboard action to Authorize the Town Manager to execute MDOT Easement for Langdon Road Bridge Repair-Replacement
 - 6.4 Selectboard action to Authorize the Town Manager to submit a BUILD Grant Application to the US DOT for Planning & Design of the Merrymeeting Rail Trail
- 7.0 PUBLIC COMMENT, ORAL/WRITTEN REPORTS & OTHER BUSINESS
 - 7.1 Public Comments & Questions
 - 7.2 Town Manager Report
 - 7.3 Selectboard Members
 - 7.4 Boards, Departments & Committee Reports
- 8.0 WARRANT
 - 8.1 Request to Approve Town Warrant
- 9.0 EXECUTIVE SESSION FOR 1 M.R.S.A. 405 § 6 (f) – Trust Fund Application
- 10.0 EXECUTIVE SESSION FOR 1 M.R.S.A. 405 § 6.A (1) – Personnel Matters
- 11.0 ADJOURNMENT

Town of Richmond – Selectboard Meeting Minutes
February 3, 2026

1.0 ATTENDANCE

Selectboard Present: Robert Bodge, Andy Alexander, Matt Roberge, Brian York

Selectboard Absent: Tracy Tuttle

Staff: Jim Chandler – TM Chandler, Will Berdan – Transfer Station Manager

Public: O’Neil LaPlante

2.0 PLEDGE OF ALLEGIANCE

3.0 APPROVAL OF MINUTES FOR January 20, 2026, SELECTBOARD MEETING

M= A. Alexander 2nd = M. Roberge – No Discussion Vote: (3-1-0) Chairman Bodge
Abstained as he was not in attendance at the February 3rd meeting.

4.0 SELECTBOARD DISCUSSION ITEMS & COMMUNICATIONS

4.1 Handout FY2023 Town Audit Reports

Fred Brewer will make a formal Presentation at the 2/17 meeting.

4.2 Advertisement for Director of Public Works Recruitment

Announcement reviewed by Senior Staff, and Chad Kempton for comments. The recruitment announcement would be posted and applications reviewed beginning by March 1st. PW is doing well under the leadership of interim acting director Jay Jamison. Crew worked well even short-handed on the recent storms, got the Christmas decorations, and morale is very good among the crew.

Banner discussion, including other towns that have Veteran Banners. We will pursue this with the American Legion and Jay Robbins to see if we have local veterans we may want to create for use on our light poles.

Comments by Andy and Brian wrt downtown clean-up.

Chair Bodge had a few questions wrt to PW support of the Schools and the ongoing conversations that we did not have the documentation expected to show how much time PW was spending on School requests. Discussed the lack of documentation, but that going forward a deliberate effort would be done by both Schools and Town.

Andy asked about the concept of joining the two positions, PW Director and Schools Facilities Manager, if we could combine into one person. This would be followed up on with the School Superintendent. The part-time PW position was only a couple years old.

Chair – discussion is answering his questions and moving forward continuing to look at combining positions. Andy noted this was past practice, and TM added that other positions were being discussed. Is there a way for us to continue. Overview of the position doesn’t provide details. TM responded the job description (4-pages) would also be posted so there would be no doubt about the expectations of the new person in this position.

TM noted it was a critically important position overseeing the largest department with the largest budget. Goal is to conduct interviews and have the position filled by early April.

Town of Richmond – Selectboard Meeting Minutes

February 3, 2026

4.3 Discuss 2026 Road Bidding Selections

The town plan was to do it over 4 years. However, the engineer, Rob Prue and I felt it would be advantageous to bid the completion of all three remaining phases together, and combine it with New Road and see what the bid costs would be. Let the market dictate the costs, and bid early and determine how much work we would be able to afford, and or look at finance costs.

Andy asked what the plan for paying for it. We would have the bids ahead of finalizing the FY27 budget and ahead of Town Meeting.

Budget season would be looking for opportunities to cut costs and use funds for capital projects like Beedle Road.

Chair commented we could put it out to bid as a complete package, and we chose not to accept one, we could fall back on the original plan. The risks are possible increased unit costs for commodities in future years. If we did all of Beedle in one year, would that push back other roads? The smaller streets could be bundled but we would be delaying them by taking extra years on Beedle. Continued discussion on various scenarios.

Chair, hearing the sentiments are to see if we can afford to finish without financing but if we get a number we can't afford then we stay with the phased approach.

Andy, the SB makes policy and set the tax rates that his neighbors complain about, and he takes that to heart.

Combining the last two phases of top finish asphalt, would likely be more beneficial to bid together for the summer of 2027.

Andy, the undesignated fund balance is literally overpaid taxes.

Consensus was to bid as recommended by the TM and see what we get, knowing bids don't have to be accepted.

I-295 TIF Application update – informational, and this was just to update you that the application is moving along on schedule. Discussed the project eligibility changes for benefit of the town funding in partnership with private sector for public facilities.

Andy, asked what the \$19,550,000 cost of projects actually means. TM clarified that number is the cost of potential projects developed with TIF revenues.

We will clarify that number is not a cost to the town, rather revenues, and we will make that more clear in the materials we develop for the public meetings.

5.0 SELECTBOARD ACTION ITEMS

5.1 Selectboard action requested to appoint James Dealaman as an Alternate to the Planning Board

M= A. Alexander 2nd = B. York – Minimal Discussion Vote: Unanimously (4-0)

6.0 PUBLIC COMMENT, ORAL/WRITTEN REPORTS & OTHER BUSINESS

6.1 Public Comments & Questions

Mr. O'Neil LaPlante – mentioned that the Beedle Road was really bad in the area that was not improved east half. How much usage does it get? TM doesn't have the traffic

Town of Richmond – Selectboard Meeting Minutes

February 3, 2026

volume, and travel demand forecast models are available, but not typically done on low-volume rural roads. Comments were if you don't bid it and if you don't know you might want to just set a fixed amount each year for roads. Added, the TIF is a real benefit because we've missed out by not having a TIF district out in this area of town. Biggest challenge is lack of water and sewer. Consider a satellite well for the area as a "mini water district" for those customers. Recommends the RUD consider this option and perhaps bore under the interstate. The Nash property is a great place for a community center or meeting center.

Chair thanked him for supporting the TIF district proposal.

Will Berdan asked why the west end of Beedle didn't go all the way to 201.

Chair replied that it was not needed, based on the engineering study, full reconstruction wasn't needed, but it will be shimmed and overlaid with the finish top.

6.2 Town Manager Report

Reviewed the written report presented. Highlights:

- Recognized Senior Center Director Karen Moody and Gary Nash (Building Owner) for all the improvements, painting, curtains, shades, repairs and planned improvements, including a new split unit heat pump. Asked that I promote the monthly breakfast
- Transfer Station improvements continue, and hours change to 9-3 on both Wed and Sat. Seasonal changes being discussed for longer hours after EDT begins. Still investigating options for single-sort costs, cardboard commodity market is very poor.
- Next Meet the Manager will be the 3rd Thursday at Annabella's.
- Current work is being done to revise Personnel Manual with Laurie Boucher and consultant Betsy Oulton.
- TIF District outreach meetings with landowners.
- Research into GIS platforms and updating Tax Maps.
- Another shout-out for DPW, done a great job with a short crew and an acting director. Excavator is tired, but recommendation by Acting Director Jamison has requested permission to remove the Ram cylinder and get the seals replaced.

Chair would check with RUD on their GIS capabilities and needs, and we would include all the utilities underground mapped for layers.

6.3 Selectboard Members

Matt – asked about the Rec Assistant as part of a succession plan and are we also looking at other positions that may have incumbents that are nearing retirement.

EMA is a strength you have, so have you talked about it with the current. The role of EMA is to provide resources to incident commanders in the field. Mentioned having all the key staff and the Selectboard take the four NIMS courses to learn the jargon.

Andy – we discussed the mistake on the Pipeline TIF. But we didn't get a report back.

TM apologized that he had completed the number and had reported it back. TM would send the worksheets that were developed and would be shared with the Selectboard.

We could have taken more but it was a choice.

Town of Richmond – Selectboard Meeting Minutes

February 3, 2026

Brian – appreciated the budget calendar but one of the dates was wrong, May 28th was a Thursday, not a Tuesday. So it would be corrected to the 26th. Have we decided to do a Town Meeting or a Referendum. What is the plan. The School District will not allow the election for June 9th because the Schools are in Session. TM – We’re looking for an alternate location. TM preference is to host a Town Meeting to come in and ask questions but then vote later via referendum secret ballot. If we decided to go in that direction, I’m in favor of that method – because we didn’t have another Selectboard meeting to adjust the budget and make changes to reflect those comments. First Budget Meeting is March 17th at a regular Selectboard meeting.

Andy – Make sure it’s posted on the website and the Facebook page to encourage citizens to come in and hear the true costs of what it takes to run the town.

Chair – make sure we have encouraged public input and then have time to make decisions prior to the Town Meeting.

Andy – very frustrated that the referendum is a vote by people who haven’t come forward and asked.

TM – April 21st is the planned date for completion of a Draft Warrant, and let people know and comment, and we’d have final bids for Beedle Road.

Discussed the benefits of having a final budget reviewed and commented on by the public.

Chair – thanks Brian for covering the prior meeting.

Asked about the status of the Budget Committee meetings, and TM said he was working with them to identify a Chair, and that they understood they had the same responsibilities as the Selectboard since they are elected officials, and all meetings have to be posted and open to the public.

6.4 Boards, Departments & Committee Reports

7.0 WARRANT

7.1 Request to Approve Town Warrant

M= B. York 2nd = M. Roberge – No Discussion Vote: Unanimously (4-0)

8.0 ADJOURNMENT

M= B. York 2nd = M. Roberge – No Discussion Vote: Unanimously (4-0)



TOWN OF RICHMOND

26 Gardiner Street
Richmond, ME 04357

Office: 207-737-4305

Facsimile: 207-737-4306

www.richmondmaine.com

MEMORANDUM

TO Selectboard Members
FROM Jim Chandler, Town Manager *JNC*
DATE February 17, 2026
REFERENCE: Item 6.1 – Scheduling of TIF Application Public Hearing

Purpose

Schedule and announce the required Public Hearing for the Proposed TIF Application to create two new Districts in the I-295 – Rts. 197 & 201 Corridors; and to Amend the Downtown TIF District.

Background

The Town is preparing two TIF Applications for creating TIF Districts in the southwest corner of the town, per guidance and recommendation of the 2016 Comprehensive Plan. The Town is also submitting an Amendment to the Downtown TIF District. A Public Hearing is required to allow for public comment.

Analysis & Justification

Midcoast COG is completing the TIF Applications. This process requires the Selectboard schedule, advertise, and hold a Public Hearing to take questions and comments from the public. The deadline for these applications requires this hearing be scheduled at least 10 days in advance.

Recommendation

Staff recommend the Selectboard approve the scheduling and advertising of a Public Hearing for the public to ask questions and make comments.

Recommended Motion:

Move to Schedule a Public Hearing at the next Selectboard Meeting, Tuesday, March 3rd for the public to ask questions and offer comments on the proposed TIF applications to create the I-295, Rts. 197 & 201 TIF Districts and to Amend the Downtown TIF District.

Fiscal Impact

None.

Staffing Impact

None.

Regional Impacts

None.

Legal Review

No legal counsel required at this time.

The State of Maine requires this action, per M.R.S.A. Title 30-A, Chapter 206, §5223 and §5226.



TOWN OF RICHMOND

26 Gardiner Street
Richmond, ME 04357

Office: 207-737-4305

Facsimile: 207-737-4306

www.richmondmaine.com

MEMORANDUM

TO Selectboard Members
FROM Jim Chandler, Town Manager *JNC*
COPY Chief Rick Sieberg, Gardiner Fire Department
Chief Steve Caswell, Richmond Fire Department
DATE February 17, 2026
REFERENCE: Item 6.2 – Gardiner Ambulance Staffing Support

Purpose

Present the Gardiner Fire Department's request for an indication of support to add two paramedic positions to enhance emergency response capability.

Background

Richmond contracts annually with the City of Gardiner for ambulance and emergency medical services, as the Richmond Fire Department is not licensed to transport patients. Gardiner responds to an increasing number of Richmond calls—an average of 447 annually from 2023–2025—representing roughly 13% of their EMS workload.

Analysis & Justification

Gardiner Fire Department EMS is expanding staffing and resources to meet rising service demands. Richmond's share of the cost for adding two paramedics is estimated at \$17,164, which would be incorporated into the FY2027 contract renewal. Gardiner is asking partner communities to formally indicate support for this staffing addition.

Recommendation

Staff recommend supporting the addition of the two paramedic "swing" positions beginning July 1 to strengthen regional response capacity.

Recommended Motion:

Move to support the Gardiner Fire Department's request to add paramedic swing positions to improve EMS response capabilities.

Fiscal Impact

Estimated increase of \$17,164 in Richmond's FY2027 Ambulance Contract.

Staffing Impact

None.

Regional Impacts

Enhance EMS staffing and ambulance availability for all communities served by Gardiner Fire Department.

Legal Review

No legal counsel required at this time.



CITY OF GARDINER FIRE & RESCUE DEPARTMENT



Chief Richard Sieberg

February 4, 2026

Dear Members of the Selectboard/City Council,

I am writing to provide background and context regarding current Gardiner Ambulance staffing levels and to outline the need to consider adding two “swing” positions to our staffing model.

In 2021, the City Council funded a pilot program that demonstrated the operational benefits of increasing ambulance staffing to six personnel. Building on that success, in July 2022 four additional positions were approved, bringing daily staffing to five personnel per shift, ensuring two ambulances are staffed all the time while a third ambulance could respond if only one person comes in for station coverage. While this improvement helped address immediate needs, service demand has continued to increase at a pace that now exceeds our current staffing capacity.

The frequency of “back-to-back” calls has risen dramatically in recent years. In 2023, the ambulance station was either empty or staffed by only one person on 561 occasions—an average of 47 times per month. In 2024, this occurred 585 times, or 49 times per month. In 2025, those instances increased to 737 times, averaging 61 times per month. These figures reflect a growing operational risk, particularly as our EMS mutual aid partners are under similar staffing pressures and are often less available than in previous years. At the same time, the number of fire service volunteers continues to decline, resulting in Gardiner Fire Department personnel frequently being first on scene at out-of-town accidents and fires.

In February 2025, the Ambulance Advisory Board agreed to begin phasing the funding model back to an 80 percent ambulance service contribution shared among the eight partner communities and a 20 percent contribution from the City of Gardiner through the Fire Department general fund. This decision reflected the Board’s recognition that demand for GFD services—particularly outside the City—has increased significantly.

In November 2025, the concept of adding two “swing” positions was presented to the Ambulance Advisory Board. The Board agreed that additional staffing is necessary, while also acknowledging that the associated cost must be discussed collaboratively with all partner communities. The proposed swing positions would allow staffing to increase to six

personnel per shift Monday through Thursday from 7:00 a.m. to 7:00 p.m., and 24 hours per day on Fridays and Saturdays. This approach creates a phased path toward achieving six-person staffing 24 hours a day, seven days a week.

For context, Gardiner Ambulance serves a population of approximately 25,000 residents across roughly 200 square miles. Due to the distances involved, the average ambulance call takes approximately two hours from station to scene, hospital, and back to service. Nationally, rural EMS systems average 1,000 to 1,500 calls per staffed ambulance per year. In 2025, Gardiner Ambulance responded to 3,660 emergency calls, with trends indicating a steady annual increase. National benchmarks suggest approximately 1.5 to 2 paramedics per 1,000 residents in rural communities, further highlighting the staffing challenges we currently face.

Adding two swing positions is intended to reduce periods when the station is unstaffed or minimally staffed, improve response reliability, and mitigate operational risk while continuing to evaluate long-term funding strategies with our partner communities.

Implementation of the two proposed swing positions is expected to increase the overall ambulance budget by approximately \$150,000. The table on page 3 provides a breakdown of the estimated increase cost for each participating community.

In order to move forward, it is important that we hear from and have the support of all participating communities. Because this service model and funding approach rely on shared responsibility across the entire service area, the proposal can only move ahead with agreement from each partner municipality. Timely input from all communities is also necessary to allow for accurate budgeting and coordinated planning. We respectfully request that all communities share their position on this proposal via email to me no later than March 16, so that we can determine together whether to proceed or adjust our planning accordingly.

Thank you for your consideration of this information and for your continued support of emergency medical services in Gardiner and the surrounding region. I would be happy to answer any questions, attend a board meeting or provide additional details as needed.

Respectfully,

A handwritten signature in black ink, appearing to read 'R. Sieberg', written in a cursive style.

Richard F. Sieberg
Chief Gardiner Fire Department / Gardiner Ambulance

Town	\$ Diff
Chelsea (1/2)	8,879
Farmingdale	16,982
Gardiner	47,998
Litchfield	21,369
Pittston	13,098
Randolph	7,199
Richmond	17,164
West Gardiner	14,503
Totals	147,192



TOWN OF RICHMOND

26 Gardiner Street
Richmond, ME 04357

Office: 207-737-4305

Facsimile: 207-737-4306

www.richmondmaine.com

MEMORANDUM

TO Selectboard Members
FROM Jim Chandler, Town Manager *JNC*
COPY Jay Jamison, Acting Public Works Director
DATE February 17, 2026
REFERENCE: Item 6.3 – MDOT Langdon Road Bridge Replacement

Purpose

Request the Selectboard authorizes the Town Manager to sign the MDOT Owner's Offer-Assent for real property and easements needed for replacing the Josh Bridge on Langdon Road over Abagadaset River.

Background

Langdon Road is owned and maintained by Maine DOT. The *Josh Bridge* is due for replacement. The work requires the State acquire additional 0.06 acres of land, 0.92 acres of stumpage, and 1,395 square feet of slope and construction easements.

The Town owns the impacted land area because of foreclosure of the Langdon Heights HOA common area, which includes the stream valley impacted by the bridge replacement.

Analysis & Justification

Maine DOT has scheduled this work for the upcoming construction season. This will benefit the town residents and travelers using the Langdon Road and improve the environment by expanding the drainage capacity of the Abagadaset River under the roadway.

Recommendation

Staff recommends the Selectboard authorize the Town Manager to execute the MDOT Agreement.

Recommended Motion:

Move to authorize the Town Manager to execute the MDOT Agreement for granting land and easements needed for replacement of the Josh Bridge over the Abagadaset River on Langdon Road.

Fiscal Impact

MDOT will pay the Town of Richmond one thousand (\$1,000) dollars in compensation for the 0.06 acres taken and additional easements needed for construction activities. These funds will be deposited as a credit toward the outstanding taxes owed by the Langdon Heights HOA.

Staffing Impact

None.

Regional Impacts

None.

Legal Review

No legal counsel required at this time.



STATE OF MAINE
 DEPARTMENT OF TRANSPORTATION
 16 STATE HOUSE STATION
 AUGUSTA, MAINE 04333-0016

Janet T. Mills
 GOVERNOR

Dale F. Doughty
 ACTING COMMISSIONER

February 3, 2026

Langdon Heights West & East Homeowners' Association	WIN	027228.00
Attn: Philip O'Brion		
14 Meadow Way	TOWN	Richmond
Richmond, Maine 04357	PARCEL	1

Dear Property Owner,

The Maine Department of Transportation is currently working on plans for **replacement of the Josh Bridge (#0976) over Abagadaset River, located 0.41 of a mile west of Savage Road.** As an impacted property owner on this project, you are entitled to an offer of Just Compensation for the proposed compensable impacts to your property. Enclosed are Duplicate copies of the Owner's Offer-Assent, along with a self-addressed prepaid envelope to be used to return one copy of the agreement to Maine DOT, assuming you agree that the offer represents Just Compensation. A duplicate copy is provided for your records. Also included with the settlement agreement are additional documents for your review and consideration, inclusive of:

- A copy of the Right of Way map(s), highlighting the proposed impacts to your property. Areas on the map(s) are highlighted for general identification purposes, but the actual lines identify the impacted areas. The right of way map is printed at a 1 inch = 25 feet scale. Distances can be measured with the 1:25 edge of the enclosed scale.
- A copy of the Maine DOT Projects and Your Property booklet which informs you of your rights as an impacted property owner.

Again, as an impacted property owner, you are entitled to receive an offer of Just Compensation for any compensable impacts to your property resulting from this project. Impacts include any permanent or temporary property rights to be acquired, impacts from the proposed construction, and impacts to any improvements. The offer of Just Compensation was developed based on a Waiver valuation process approved by the Federal Highway Administration for low value and non-complex project impacts. The offer amount represents the cumulative value for all compensable impacts to your property. Based on the anticipated impacts to your property, the **State's offer of just compensation is \$1000.**

The following provides an identification of the purpose and need for the project, specific identifications as to the impacts to your property, your recourse if we cannot reach a settlement agreement, and associated procedural activities from this point forward.

Primarily, the purpose of this project is to address the structurally deficient bridge that is in overall "poor" condition and improve the roadway geometry to provide safe passage.

Property rights proposed to be acquired for the project vary depending on the proposed construction, as well as future operational and/or maintenance needs. The following identifies the typical property rights acquired for transportation projects, of which just some or all may impact your property.

“Fee ownership” refers to all the real property rights associated with property ownership in its entirety, typically referred to as “fee simple absolute” ownership. Fee ownership is typically acquired when there is a permanent need to expand the existing right of way to accommodate road widenings, substantial drainage improvements, accommodate safety improvements, etc.

If a project does not require the need for the acquisition of Fee ownership rights, permanent or temporary rights in your property may still be needed. Permanent rights are acquired when there is a need to operate or maintain the project area after construction is complete. Temporary Construction Rights are acquired when there is no need to retain rights after the associated project is complete. Temporary Construction Rights are also noted to automatically terminate once the project is complete.

Regarding your property, the Department’s Right of Way map, the impacts are **507 square feet of Temporary Construction Rights, .06 acres of Land Taken, 888 square feet of Slope Easement and .92 acres of Stumpage**. Please see the enclosed Right of Way map identifying the area to be impacted on your property.

Site improvements, such as trees, shrubbery, lawn, fencing, signs, etc., within areas to be impacted by the project may be treated in different ways due to the needs of the project. If the needs of the project require that improvements be removed or relocated, or if they are in the area of a Fee take, they are compensated for based on their contributory value to the property, or made eligible for relocation, assuming they don’t already encroach in the existing right of way. If there are improvements in any proposed easement areas that will not need to be impacted, then notes to this effect are typically made on the right of way maps or design plans. It is also necessary to note that no personal property was included in the offer of Just Compensation.

It is the intent of the Department to reach a settlement with you based on the offer of Just Compensation you have received. If you believe the offer does not represent Just Compensation, please provide me with a counter offer along with information in support of the counteroffer. If either party is not satisfied with the State Claim Commission’s determination of Just Compensation, they can appeal the determination to Superior Court within the statutory appeal period.

Please be aware that regardless of your settlement status or ongoing negotiations with the Department, you will still receive a check in the amount of the Just Compensation offered (if settled, the settlement amount), shortly after the condemnation documentation has been filed with the Registry of Deeds. If you are still unsettled at the time you receive this check, cashing the check does not negate any of your appeal rights which are protected by State statute, (MRSA Title 23 Section 154 (2) (H)). If you remain unsettled, even after cashing your check, the Department will continue to negotiate with you in hopes of reaching a settlement agreement, until such time as a State Claims Commission hearing is held.

If you agree that the State’ offer does represent Just Compensation, please sign and return one copy of the “Owner’s Offer-Assent” form, along with the “Acknowledgement of Explanations” form either by email or in the self-addressed prepaid envelope. If I have not

received the settlement documents or if I have not heard from you in the next few days, I will follow up with you to see what additional information I can provide to address any remaining concerns you may have.

Currently the Notice of Layout and Taking, which is the legal document that vests the rights needed for the project in the ownership of the State, is scheduled to be filed with the **Sagadahoc County Registry of Deeds on or about 3/2/2026**. Shortly after this date, you will receive by certified mail, a letter indicating the date of taking, the book & page reference, a copy of the Notice of Layout and Taking, a copy of the right of way map showing the impacts to your property, and the check. If there are any lienholders on your property (mortgages, tax liens, etc.) their names may also appear on the check.

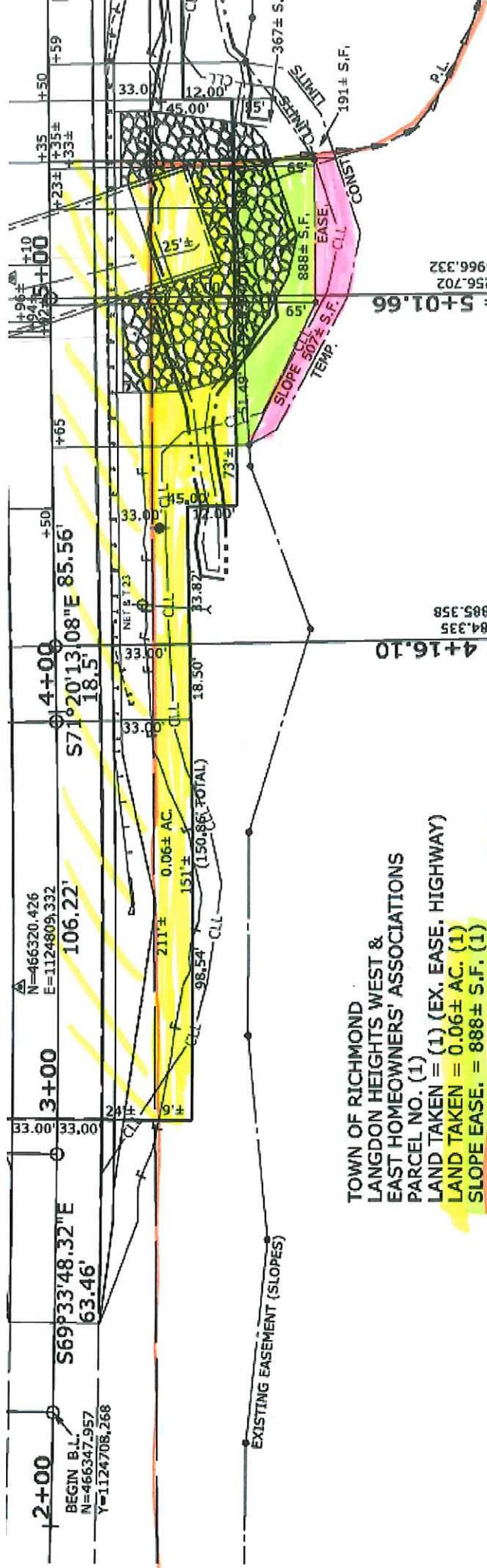
As I have now initiated negotiations with you, it is important that you fully understand the proposed impacts to your property, so please take some time to review the enclosed documents and let me know if you have any questions. You may find it beneficial to schedule a time to meet in person, talk on the telephone, or have a virtual meeting, (on Teams or Zoom). when reviewing the enclosed documents.

If you have any questions, please call me at your earliest convenience. My cell phone is (207) 441-1295 and has texting available. If I am unavailable to take your call, please indicate your name, town of project, the best phone number and time to return your call. I can also be reached by email at Stephanie.Rioux@maine.gov.

Sincerely,



Stephanie Rioux
Right-of-Way Agent
Maine DOT



N=466256.702
 E=1124966.332
 PT = 5+01.66

N=466284.335
 E=1124885.358
 PC = 4+16.10

CURVE DATA
 PI = 4+58.88
 D = 00°25'12.01"
 Δ = 00°21'33.67" (RT)
 R = 13641.77'
 L = 85.56'
 T = 42.78'
 E = 0.07'

TOWN OF RICHMOND
 LANGDON HEIGHTS WEST &
 EAST HOMEOWNERS' ASSOCIATIONS
 PARCEL NO. (1)
 LAND TAKEN = (1) (EX. EASE. HIGHWAY)
 LAND TAKEN = 0.06± AC. (1)
 SLOPE EASE. = 888± S.F. (1)
 TEMP. CONST. RIGHTS = 507± S.F. (1)
 TOTAL LOT AREA = 3.85± AC. (SURVEY)
 REM. LOT AREA = 3.79± AC.

BOUNDARY SURVEY OF
 LANGDON HEIGHTS EAST SUBDIVISION
 PRODUCED FOR CINDY LOU MEOLI
 BY MORIN LAND SURVEYING
 DATED 5-16-2005
 S.C.R.D. BK. 41, PG. 68



TOWN OF RICHMOND

26 Gardiner Street
Richmond, ME 04357

Office: 207-737-4305

Facsimile: 207-737-4306

www.richmondmaine.com

MEMORANDUM

TO Selectboard Members
FROM Jim Chandler, Town Manager *JNC*
DATE February 17, 2026
REFERENCE: Item 6.4 – USDOT Planning Grant Application for Merrymeeting Trail

Purpose

Request the Selectboard authorizes the Town Manager to submit a grant application to the US DOT for a BUILD grant to initiate planning and design for the Merrymeeting Trail.

Background

The Merrymeeting Trail (also called the Lower Road railway corridor trail) is a 26-mile regional trail project to connect the Androscoggin River Bicycle and Pedestrian Path in Topsham, the Village Centers in Bowdoinham and Richmond, and the Kennebec River Rail Trail in Gardiner, forming the Merrymeeting Trail. Richmond is a signatory on the Interlocal Agreement, executed 4 June 2015, and formal planning for this trail has been ongoing since.

MDOT owns the railroad right-of-way where the trail would be constructed. Should a trail be approved by MDOT, it would be constructed, operated, and maintained by the participating municipalities. Richmond is collaborating with Bowdoinham on the application process, with both municipalities submitting proposals for their respective sections, and a joint application for sections from Bowdoinham through Richmond into Gardiner.

The USDOT offers funding for surface transportation infrastructure projects with significant local or regional impact. The program offers planning grants that do not require a local match.

Analysis & Justification

Richmond and neighboring communities have been collaborating since 2008 to support the creation of this trail. Several grants have been secured to further planning efforts. This grant opportunity would provide planning, design, and construction specifications to make the trail eligible for construction grants.

Upon recommendations from US DOT, Richmond and Bowdoinham will submit a joint application and individual town-specific applications to demonstrate the projects are regional and collaborative.

Recommendation

Staff recommend the Selectboard authorize the Town Manager to submit a BUILD grant and sign letters of support to Bowdoinham and Gardiner for individual section grant applications.

Recommended Motion:

Move to authorize the Town Manager to submit a BUILD Grant to the US DOT for planning and design of the Merrymeeting Trail, and to sign letters of support to partnering towns of Bowdoinham, Gardiner, and Topsham.

Fiscal Impact

No funding commitment needed for this grant. Future fiscal impacts would depend upon securing US and/or Maine DOT grants which typically require local match percentages for construction.

Staffing Impact

None beyond the time needed to complete the application.

Regional Impacts

None.

Legal Review

No legal counsel required at this time.