

# Town of Porter

71 Main Street, Porter, ME 04068  
Phone: (207) 625-8344 – Fax: (207) 625-4120  
[www.portermaine.org](http://www.portermaine.org)

## SELECT BOARD MEETING AGENDA August 6, 2025 – 4:00 pm Porter Town Hall

### Routine Agenda Items:

- Motion to accept the agenda
- Motion to accept the minutes of the July 23, 2025 Select Board Meeting
- EMA Director
- Animal Control Officer's Report
- Code Enforcement Officer/Plumbing Inspector's Report
- Local Health Officer
- Road Commissioner's Report
- Review of Action Items
- Approve/Sign Payroll Warrant #31 & Accounts Payable Warrant #32
- Town Treasurer
- Town Clerk
- John Lowry
- Jeff Cypher
- John O'Donnell
- Conservation Commission – (first meeting of each month)
- Road Advisory Committee

### Old Business:

A. \_\_\_\_\_

### New Business:

A. \_\_\_\_\_

**Other Business:** Time Permitting

### Adjourn Meeting

**Adjournment:** No later than 5:30 pm. Any business not concluded by the time of adjournment will be taken up at 9:00 am the following day or at another date determined.



# Town of Porter

71 Main Street, Porter, ME 04068  
Phone: (207) 625-8344 – Fax: (207) 625-4120  
[www.portermaine.org](http://www.portermaine.org)

## Select Board Meeting Minutes August 6, 2025 – 4:00 pm Porter Town Hall

The Select Board meeting was called to order by Chairperson John Lowry at 4:05 pm.

➤ **Roll Call:**

In attendance were: Select Board members John Lowry and John O'Donnell; Treasurer Dawn Campbell; Town Clerk Maureen Scanlon; Road Commissioner Brad Sanborn; Road Advisory Committee Member Aaron Wedgewood

Absent: Selectman Jeff Cypher

➤ **Motion to Accept the Agenda:**

John O'Donnell made a motion to accept/approve the agenda. It was seconded by John Lowry. Motion carried.

➤ **Motion to Accept/Approve the July 23, 2025 Select Board Meeting Minutes:**

John O'Donnell made a motion to accept/approve the minutes from the July 23, 2025 Select Board meeting as written. It was seconded by John Lowry. Motion carried.

➤ **Emergency Management Report – No report given.**

➤ **Animal Control Report – No report given.**

John Lowry mentioned that he received a complaint about a dog at 35 Waddell Road that bit a neighbor. Concerns about how this was being handled by the Animal Control Officer were brought to his attention. He will be following up on this matter.

➤ **Code Enforcement Officer/Plumbing Inspector Report – No report given.**

➤ **Local Health Officer Report – No report given.**

John Lowry mentioned that the town's Health Officer has been looking into the matter of health concerns at 17 Chapel Street. There was some discussion on this matter.

- **Road Commissioner Report** – Brad Sanborn reported that ditching has been completed on Dana Weeks Road. He is putting gravel down on it now. There was some discussion on the improved condition of this road.

- **Review of Action Items** – No actions were taken.

- **Approval of Payroll & Accounts Payable Warrants:**

P/R Warrant #31 was approved and signed for \$6,793.08

A/P Warrant #32 was approved and signed for \$435,022.11

- **Treasurer** – Treasurer Dawn Campbell reported on the following:

- Distributed the updated budget report, including expenses, to the Select Board.
- Requested permission to purchase “Get Well Soon” flowers for Selectman Jeff Cypher, up to \$50.00, on behalf of the town.

John O’Donnell made a motion to allow the Treasurer to purchase flowers for Selectman Jeff Cypher, up to \$50.00. It was seconded by John Lowry. Motion carried.

- She has been working on both of the applications for financing from Bangor Savings Bank and Maine Municipal Bond Bank. One is for the BAN (Bond Anticipation Note) through Bangor Savings Bank for a one-year loan. The other is for a Bond, with a term of 3 to 5 years, through the Maine Bond Bank to pay off the BAN. There was some discussion on this matter.
  - She provided an update on the status of the cleaning agreement with Dora Day Cleaning for the regular cleaning of the Town Office/Hall building. Dora cleaned the office this past Monday and left her invoice for services (which showed a discrepancy) on Dawn’s desk for processing of the payment. Dawn has made several attempts to contact Dora, but has not been able to connect with her. Dora left a note that she has questions about the agreement, but did not state what those questions are. The following week she left a note for Dawn stating that she respectfully declines the agreement. She did not state in her note whether or not she intends to continue providing her cleaning services. It was noted that Dora did not leave her keys to the building. There was discussion on this matter. It was suggested that other options be explored with other companies. However, we will continue to try and reach out to her to find out what her concerns are with the agreement and determine if adjustments need to be made.
- **Town Clerk** – Town Clerk Maureen Scanlon reported on the following:
- Town Office/Hall meeting room rental application submitted for approval:

Approved - 9/25/2025 (4:00 pm to 6:00 pm) – Sacopee Valley Health Center (Board Meeting) – Lisa Hart

- Provided an update on E-911 Addressing to the Select Board.
    - She has continued to work with the State on required training.
    - She needs to be officially appointed by the Select Board as the town's E-911 Addressing Officer. The Select Board approved the appointment of Maureen Scanlon as the town's E-911 Addressing Officer. The State's designation confirmation form was signed by Board Chair John Lowry and will be forwarded to the State for processing. Once approved by the State, she will be granted official access to the State's E-911 addressing program.
    - It has been highly recommended by the State that an E-911 Addressing Ordinance be developed for the town. She will be working on one that can be approved by the town's legislative body at the next annual Town Meeting.
  - A list of proposed ordinances for approval at the annual Town Meeting has been included in the meeting packet.
  - The Kezar Falls Library has invited the Selectmen to attend their 100-year Celebration of the Library Building on Friday, August 15, 2025 at 7:00 pm. Representatives from each town are welcome to share a few words, if desired. A copy of the invitation has been included in the meeting packet.
- **John Lowry** – reported on the following:
- The town is being sued by a previous owner for a prior property foreclosure that occurred before the State Law changed in regards to the foreclosure process. He explained the status of this situation and how the change in law will impact the court's decision. It was noted that this is a situation that other towns are going to be facing. There was quite a bit of discussion on this matter.
- **Jeff Cypher** – was absent from the meeting.
- **John O'Donnell** – reported on the following:
- He has been looking into the matter of developing an ordinance restricting camping on town owned property. He has spoken to the Code Enforcement Officer for his input. This will allow law officers responding to complaints to be consistent in how the matter is addressed. There was discussion on this subject with John Lowry pointing out that the problem for law enforcement are the State laws on homelessness which basically tie their hands in how they can enforce certain complaints.
  - He stated that there is a resident that has been contacting him about wanting to have the meetings live streamed and/or recorded. He asked about what equipment is required and how this can be achieved if the Board decides to do it. There was discussion on this matter to review the pros and cons involved in this process.
  - He suggested holding a public forum meeting to discuss the overall conditions of the roads. Several residents have approached him regarding their concerns. He would like to have a meeting to inform them of the town's future plans for repairing and maintaining the roads. There was some discussion on the fact that the Road Advisory Committee meetings are open to the public where these matters are addressed.

➤ **Conservation Commission Report** – No report given.

John Lowry mentioned that there have been no changes in the membership of the Commission since the last Select Board meeting. However, he recently sat down with them to brainstorm on ideas for future projects that they may be interested in pursuing.

➤ **Road Advisory Committee Report** – Road Advisory Committee Member Aaron Wedgewood reported that there will be a Road Advisory Committee meeting held immediately after this meeting.

➤ **OLD BUSINESS:**

There were no “Old Business” agenda items.

➤ **NEW BUSINESS:**

There were no “New Business” agenda items.

➤ **OTHER BUSINESS:**

- Jamie Gleason retired as a Social Services provider at the Sacopee Valley Health Center, but still works with the community as a member of the Grateful Undead; a local group of concerned citizens that address issues of aging and reach out to seniors in our community. She presented a snapshot of a report put out by Healthy Aging Data. She explained that the potential for significant property tax increases will have an impact on the older citizens in town that are on fixed incomes and are already struggling to pay their bills. The highlights of this report are as follows:

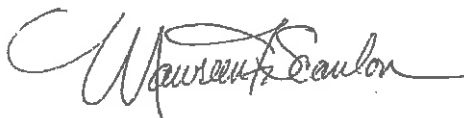
- 30% of the local population is 60 years, or older
- 38.7% of 60+ year olds have a mortgage
- 17.5% of 65+ year old households spend greater the 35% of their income on housing
- 11.2% of 65+ year old households have an income level below \$20,000.00
- 19.1% of the 65+ year old population live alone

Jamie stressed that these are the people she works with; these are the people that are struggling and do without in order to pay their taxes. She asked the Select Board to keep this in mind and consider the fact that these are the people that are most affected when property taxes increase. A copy of the aforementioned report is attached to and does hereby become a part of the original set of these minutes.

➤ **Meeting Adjournment:**

John O'Donnell made a motion to adjourn the meeting at 5:29 pm. It was seconded by John Lowry. Motion carried.

Respectfully submitted,



Maureen F. Scanlon, Town Clerk