Town of Porter

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

SELECT BOARD MEETING AGENDA
October 28, 2026 – 4:00 pm
Porter Town Hall

- **ROLL CALL**
- **PLEDGE OF ALLEGIANCE**
- **AGENDA APPROVAL**
- **ROUTINE AGENDA ITEMS:**
  - Motion to accept the minutes of the October 14, 2026 Select Board Meeting
  - EMA Director Report
  - Animal Control Officer Report
  - Code Enforcement Officer/Plumbing Inspector's Report – **(last meeting of each month)**
  - Local Health Officer Report
  - Road Commissioner Report
  - Road Advisory Committee Report
  - Conservation Commission Report – **(first meeting of each month)**
  - Review of Action Items
  - Approve/Sign Payroll Warrant & Accounts Payable Warrant
  - Town Treasurer Report
  - Town Clerk Report
  - Selectmen Reports
- **OLD BUSINESS:**

  A. _____
- **NEW BUSINESS:**

  A. _____
- **OTHER BUSINESS:** Time Permitting
- **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.

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Select Board Meeting Minutes
October 28, 2026 – 4:00 pm
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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, John O'Donnell and Aaron Wedgewood; Treasurer Dawn Campbell; Town Clerk Maureen Scanlon; Code Enforcement Officer Dan Davis

- **Pledge of Allegiance**

  The meeting was opened with the reciting of the Pledge of Allegiance.

- **Motion to Accept the Agenda:**

  John O'Donnell made a motion to accept/approve the agenda. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

- **Motion to Accept/Approve the October 14, 2026 Select Board Meeting Minutes:**

  John O'Donnell made a motion to accept/approve the minutes from the October 14, 2026 Select Board meeting as written. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

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

  John O'Donnell reported that both he and Aaron Wedgewood attended the "G402: NIMS Overview for Senior Officials" training session last night that was sponsored by the Oxford County Emergence Management Agency (EMA). He mentioned that it was suggested that towns have a "backup" EMA Director in place so that a smoother transition can occur when the current Director no longer wishes to serve in this capacity. There was discussion on this matter.

- **Animal Control Officer Report** – No report given.

- **Code Enforcement Officer/Plumbing Inspector Report** – Code Enforcement/Plumbing Inspector Dan Davis submitted his report for the time period of September 26, 2026 through October 23, 2026. He updated the Board on several items in his report, as requested.

  A copy of this report is attached to and does hereby become a part of the original set of these minutes.

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

- **Road Commissioner Report** – Aaron Wedgewood reported:

  - Road Commissioner Brad Sanborn is starting winter preparations on Norton Hill Road tomorrow.

  - Aaron will follow-up on two road complaints that have been reported by town residents.

  - Several other areas to be addressed by the Road Commissioner were discussed.

- **Road Advisory Committee Report** – No report given.

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

- **Review of Action Items** – Items addressed:

  - **Appoint one (1) Board of Appeals Member.**

    John O'Donnell reported that Travis May has expressed an interest in being appointed to the Board of Appeals.

    Travis May will be appointed as a Board of Appeals member at the next regularly scheduled meeting.

  - **Next Steps for 57 Mason Road (Foreclosed Trailer).**

    The bids for the removal of the trailer located on this property are due by 1:00 pm on November 4th. They will be opened at the Select Board meeting on the same date at 4:00 pm.

  Item Removed:

  - **Road Signage – Address matter of ordering road name signs; specifically for private roads.**

    This matter will be addressed by the E-911 Ordinance that is being proposed for approval / adoption by the town's legislative body at the Special Town Meeting being held on December 16, 2026.

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

P/R Warrant #42 was approved and signed for $7,415.27.

A/P Warrant #43 was approved and signed for $10,451.10.

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

  - Distributed the bank reconciliation (for the operating account), and the bank balances, as of September 30, 2026.

  - Distributed the updated actual to budget spending report as of October 20, 2026 to the Select Board.

  - Updated the Select Board on the status of Receivables and Revenues as of October 22, 2026. This includes real estate taxes, personal property taxes, excise taxes and revenue sharing from the State.

  - Pending foreclosure notices for non-payment of real estate taxes will be sent out next week.

- **Town Clerk Report** – Town Clerk Maureen Scanlon reported on the following:

  - Informed the Select Board that she has received two abatements from the Assessor's Agents for the tax years of 2025 ($38.80) and 2026 ($139.73) for a property that was billed for taxes under "Unknown" ownership (Map U16, Lot 023A). The ownership of this parcel has been determined by the Assessors. They have also verified that property taxes for this parcel have been assessed to the correct owners for the aforementioned two years. Unfortunately, a lien had been placed on the 2025 tax year and has incurred additional interest and lien costs on account #1388. The abatement is only for the principal amount, therefore, approval is needed to "write off" the additional fees that should not have been assessed to this account. This will bring account #1388 to a zero balance, once processed.

    John Lowry made a motion to allow the Tax Collector to "write off" the amounts of $2.08 in Interest and $73.96 in Lien Processing Costs, on Account #1388 (Map U16, Lot 023A) and continue with the abatements in order to close this account properly. It was seconded by John O'Donnell. Motion carried with all in favor.

  - Absentee Voting for the November 3, 2026 State of Maine General Election stops at 3:00 pm tomorrow afternoon, unless the voter completes a "Special Circumstance" application in order to vote absentee.

- **John Lowry** – reported on the following:

  - The Grange will be hosting a Flag Retirement Ceremony on November 11th at 11:00 am.

  - John asked for, and received, an update from Aaron Wedgewood on the status the DEP Hearings regarding the water level of Colcord Pond. Aaron explained that the hearing that he recently attended was mostly procedural in nature. Another meeting has been scheduled to take place in this meeting room on January 22, 2027.

- Brought up discussion on the responsibilities of the Dam Operator and suggested appointing a Deputy Dam Operator.

  John O'Donnell made a motion to appoint Aaron Wedgewood as the Deputy Dam Operator. It was seconded by John Lowry. Motion carried with all in favor. Aaron accepted the position and will be sworn into office as the Deputy Dam Operator.

➢ **John O'Donnell** – reported on the following:

- He received a complaint from a resident in regards to damages to their vehicle due to the condition of Kennard Hill Road. There was discussion on providing additional mid-season maintenance to the dirt roads that have a higher volume of traffic, such as York raking and calcium chloride applications. Perhaps these additional measures will eliminate the possibility of vehicle damage to travelers along these roads. This matter will be further research for a possible resolution.

VOTE TO CONTINUE PAST THE DESIGNATED 5:30 PM MEETING ADJOURNMENT TIME

John O'Donnell made a motion to continue the meeting past the designated 5:30 pm adjournment time. It was seconded by John Lowry. Motion carried with all in favor.

- He is going to move the bark mulch pile that is at the edge of the Town Hall/Office parking lot so that the plow trucks do not hit it during snow removal. He is concerned that it will become frozen and may cause damage to a plow truck if the truckdriver mistakes it for a pile of snow.

- Presented, for the Board's consideration, a letter of request from Debbie and Harley Hageman, to use the Town Hall/Office parking lot (or the building in inclement weather) as a drop off location for a Clothing Drive for those in need this winter.

  John Lowry made a motion to allow Debbie and Harley Hageman the use of the Town Hall/Office parking lot as a drop of location for a Clothing Drive as requested. It was seconded by Aaron Wedgewood. Motion carried with all in favor. It was noted that the Clothing Drive will be held on either November 7th or 14th, with the actual date to be determined. John O'Donnell will make himself available to open and close the building in the event that there is inclement weather on the date of the event, contingent upon the availability of the meeting room.

- He noticed that Lowe's has a box set up at the entrances to their buildings to accept worn flags for proper disposal.

- He asked if it is possible for people to donate gift cards to the town for distribution to those in need of food. He was informed that this is something that is already being done. There was discussion on this matter.

➢ **Aaron Wedgewood** – reported on the following:

- He stated that he would like to reserve the meeting room on January 22, 2027 all day (and night) for use by the DEP (Department of Environmental Protection). They would like to hold their next hearing regarding the Colcord Pond water level here. The room will be reserved for this purpose.

- Brought up discussion regarding Sacopee Rescue and obtaining documentation of their Charter for this Board's review.

- Brought up discussion on the procedure for purchasing a new fire truck.

➢ **OLD BUSINESS:**

There were no "Old Business" agenda items.

➢ **NEW BUSINESS:**

There were no "New Business" agenda items.

➢ **OTHER BUSINESS:**

There were no "Other Business" matters brought up for discussion.

➢ **Meeting Adjournment:**

Aaron Wedgewood made a motion to adjourn the meeting at 5:55 pm. It was seconded by John O'Donnell. Motion carried with all in favor.

Respectfully submitted,

Maureen F. Scanlon
Town Clerk