

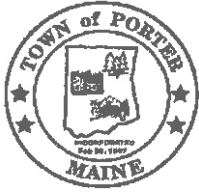
Town of Porter

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

SELECT BOARD MEETING AGENDA March 18, 2026 – 4:00 pm Porter Town Hall

- **ROLL CALL**
- **AGENDA APPROVAL**
- **ROUTINE AGENDA ITEMS:**
 - Motion to accept the minutes of the March 4, 2026 Select Board Meeting
 - EMA Director
 - Animal Control Officer's Report
 - Code Enforcement Officer/Plumbing Inspector's Report – **(last meeting of each month)**
 - Local Health Officer
 - Road Commissioner's Report
 - Road Advisory Committee
 - Review of Action Items
 - Approve/Sign Payroll Warrant & Accounts Payable Warrant
 - Town Treasurer
 - Town Clerk
 - John Lowry
 - Jeff Cypher
 - John O'Donnell
 - Conservation Commission – **(first meeting of each month)**
- **OLD BUSINESS:**
 - A. **Consolidated Fee Schedule Discussion / Approval**
 - B. **Review of Franchise Agreement with Spectrum Northeast, LLC (subsidiary of Charter Communications)**
 - C. **Discussion on 57 Mason Road (Foreclosed Trailer)**
- **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 March 18, 2026 – 4:00 pm Porter Town Hall

The Select Board meeting was called to order by Chairperson John Lowry at 4:04 pm.

➤ **Roll Call:**

In attendance were: Select Board members John Lowry, Jeff Cypher and John O'Donnell; Treasurer Dawn Campbell; Town Clerk Maureen Scanlon; Code Enforcement Officer Dan Davis

SURPRISE SPECIAL RECOGNITIONS

The Annual Town Reports for year ending January 31, 2026 have been received from the printers. The first copy is given to the recipient(s) of the honor of having it dedicated to them. This year's surprise dedication bestows the honor to long time resident Marty Tracy. She was escorted to this meeting by her son Silas and was presented with the first copy. Silas read aloud the dedication he wrote for the town about his mom, from the Annual Report. Marty has been very active in the town for many years and has also served on the Conservation Commission for quite a few years, as a member, and then as the Chair of the commission. She was pleasantly surprised by the honor being bestowed upon her and regaled us all with some of her favorite memories of her years here in Porter.

Another special recognition at this meeting was for Selectman Jeff Cypher. It was noted that Jeff's term is ending and this is his last regularly scheduled Select Board meeting. Dawn Campbell read aloud the portion from the Select Board's report, in the Annual Report, that recognizes Jeff for his years of service to the community. He was thanked for his service with well wishes bestowed upon him. He will be truly missed.

➤ **Motion to Accept the Agenda:**

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

➤ **Motion to Accept/Approve the March 4, 2026 Select Board Meeting Minutes:**

John O'Donnell made a motion to accept/approve the minutes from the March 4, 2026 Select Board meeting as written. It was seconded by Jeff Cypher. Motion carried with all in favor.

- **Emergency Management Report** – No report given.
- **Animal Control Report** – Town Clerk Maureen Scanlon reported that she has spoken with Animal Control Officer Cindy Eaton regarding the status of outstanding dog license renewals. After consulting with Cindy, reminder letters were sent to the eleven owners (for a total of 15 dogs) to advise them of the State Law requiring the re-licensing of their dog, and the \$25.00 additional late fee, per dog. After April 1st, Cindy will start to visit the owners of any unlicensed dogs to follow-up on the State requirement. Several owners have contacted Maureen to advise her of their pets demise, or that they will be in to license their dog.
- **Code Enforcement Officer/Plumbing Inspector Report** – Code Enforcement/Plumbing Inspector Dan Davis submitted his report for the time period of February 15, 2026 through March 13, 2026. He updated the Board on several items in his report.

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

Dan mentioned that he received a call from a town resident that asked if CMP (Central Maine Power) coordinates with the town on where and when they are planning to perform work on roads that have been posted for weight limits. Apparently, some of their trucks have been seen on roads that are posted. These trucks are clearly over the weight limit. There is concern that they are causing unnecessary damage to the roads. It was noted that CMP does not coordinate their work with towns to assure that no additional damage to the roads is caused by it. There was some discussion on the fact that this seems to be the same situation in other towns and perhaps a concerted effort should be made by multiple towns to assure compliance with acknowledging that the roads have been posted for a reason.

Dan reported that a \$15,000.00 grant has been applied for through MOCA (Maine Office of Community Affairs). Their role is to make sure that every community is healthy and resilient. These funds will go towards re-designing the town's Subdivision and Land Use regulations again. It will also be used to make the town's website more user friendly which will include access to forms.

- **Local Health Officer Report** – No report given.
- **Road Commissioner Report** – No report given.
- **Road Advisory Committee Report** – It was noted that Road Advisory Committee member Aaron Wedgewood is working on the RFPs (Request for Proposals) for roadwork that will be addressed with the funding from the bond, if it is approved by the Maine Municipal Bond Bank.
- **Review of Action Items** – Items addressed:
 - **Ballfield dugout doors need to be installed.**

Mike Jordan has confirmed that he has completed the installation of the dugout doors at the Ballfield. There was some discussion regarding the fact that it needs some adjustments.

- **Status of acquisition of the repair part for the Town Office/Hall solar panel system repair part from Sun Version for completion of the needed repair.**
- Patrick Crosscup, owner of SunVersion, LLC stopped by the Town Office yesterday to drop off the repair part for the solar panel system. He called later in the afternoon to let us know that he is planning to come by and perform the repair on Wednesday, March 25th between 9:00 am to 10:00 am.

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

P/R Warrant #8 was approved and signed for \$15,838.28.

A/P Warrant #9 was approved and signed for \$27,993.09.

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

- Distributed two updated spending reports to the Select Board.

The first is for the fiscal year, ending January 31, 2026. This report may have some adjustments made to it after the final audit has been completed in May. The second report is for the current fiscal year. She answered questions from the Board regarding these reports.

- Distributed the bank balances as of February 28, 2026 to the Select Board.
- Distributed the bank reconciliation for the month of February to the Select Board.
- Informed the Select Board of the 2026 price list received from Dwight Mills, Inc for the cost of gravel and materials. It was noted that the cost of materials has stayed the same as they were last year. However, the cost of delivery is subject to change due to high fuel prices.

➤ **Town Clerk** – Town Clerk Maureen Scanlon reported on the following:

- Town Office/Hall meeting room rental applications submitted for approval:

Approved – 3/29/2026 (8:00 am to 11:00 am) – Children’s Pageant Rehearsal –
Children’s Sunday School Program – Rhonda Sanborn Wedgewood

Approved – 3/29/2026 (12:00 pm to 6:00 pm) – 6th Birthday Party – Erin Lally

Approved – 4/4/2026 (8:00 am to 8:30 pm) – Children’s Easter Program – Children’s
Sunday School Program – Rhonda Sanborn Wedgewood

Approved – 4/16/2026 (6:00 pm to 10:00 pm) – Community Listening Session –
Francis Small Heritage Trust – Sheryl Adams & Maggie Lowry

Approved – 5/9/2026 (8:00 am to 4:00 pm) – Bridal Shower – Paulette Sterling

- The Rescue Chief's report for February 2026 is included in the meeting packet.
 - In commemoration of our nation's 250th anniversary, Scott A. Oxley of the Galen Cole Family Foundation sent a letter detailing an opportunity to take advantage of the foundation's offer to match funding for the purchase of up to twenty-four (24) flag kits for municipalities that commit to purchasing an equal number. Funding is limited and available on a first-come, first-served basis. A copy of this letter is included in the meeting packet.
 - An invitation from Cherri Crocket at the Registry of Deeds, for Town Managers, Select Board Members and Town Clerks, to attend an Open House Event of the Oxford County Commissioners' Workshop on Thursday, April 2, 2026 from 8:00 am to 11:00 am is included in the meeting packet.
- **John Lowry** – mentioned that the new sound system is in place for use during meetings.
 - **Jeff Cypher** – had nothing to report.
 - **John O'Donnell** – asked for, and received, an update on the status of the new IT services provider. It was noted that a lot of computer system problems have been addressed, but there are still some outstanding items to be resolved.
 - **Conservation Commission Report** – Conservation Commission Chair Maggie Lowry reminded the Select Board that the Spec Pond Clean-up Day is scheduled for Saturday, May 2, 2026 from 10:00 am to 1:00 pm.
 - **OLD BUSINESS:**

A. Consolidated Fee Schedule Discussion / Approval

John Lowry stated that Code Enforcement Officer Dan Davis reviewed all of the town's fees and has proposed a complete Fee Schedule list with some proposed changes. This list puts all fees in one location, for ease of use, especially on the town's website. It was noted that a couple of fees have not been included on the list at this time, because the amount is actually stated in the pertaining ordinance. This requires the approval of the town's legislative body at a Special Town Meeting. Therefore, the proposed change in cost for those will be updated on the Fee Schedule once approved.

John O'Donnell made a motion to accept/approve the proposed changes in the consolidated Fee Schedule as presented. It was seconded by Jeff Cypher. Motion carried with all in favor.

B. Review of Franchise Agreement with Spectrum Northeast, LLC (subsidiary of Charter Communications)

After some discussion on this agenda item, it was "tabled" until the next regularly scheduled meeting to allow for further research on the matter.

C. Discussion on 57 Mason Road (Foreclosed Trailer)

Treasurer Dawn Campbell reminded the Select Board that no bids were received through the sealed bid process for this property. She submitted, for review, the response received from the town's attorney regarding the next steps that can be taken in the disposal process of the property. After some discussion on this agenda item, it was "tabled" until the next regularly scheduled meeting to allow for further research on the matter.

➤ **NEW BUSINESS:**

There were no "New Business" agenda items brought up for discussion.

➤ **OTHER BUSINESS:**

Town Clerk Maureen Scanlon informed the Select Board of two appointed positions that she has determined need to have appointment papers and oaths completed. These positions are as follows:

Dam Operator – 1-year term – John H. Lowry
Stanley Higgins Trust Trustee – 3-year term – Renee P. Lane

John O'Donnell made a motion to appoint the candidates to the two positions / terms as stated above. It was seconded by Jeff Cypher. Motion carried with two in favor and John Lowry abstaining from the vote.

➤ **Meeting Adjournment:**

John O'Donnell made a motion to adjourn the meeting at 5:40 pm. It was seconded by Jeff Cypher. Motion carried with all in favor.

Respectfully submitted,



Maureen F. Scanlon
Town Clerk