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 14, 2026 – 4:00 pm
Porter Town Hall

- **ROLL CALL**
- **PLEDGE OF ALLEGIANCE**
- **AGENDA APPROVAL**
- **ROUTINE AGENDA ITEMS:**
  - Motion to accept the minutes of the September 30, 2026 Select Board Executive Session & 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 14, 2026 – 4:00 pm
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The Select Board meeting was called to order by Chairperson John Lowry at 4:00 pm.

- **Roll Call:**

  In attendance were: Select Board members John Lowry, John O'Donnell and Aaron Wedgewood; Treasurer Dawn Campbell; Town Clerk Maureen Scanlon

- **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 September 30, 2026 Select Board Executive Session & Meeting Minutes:**

  John O'Donnell made a motion to accept/approve the minutes from the September 30, 2026 Select Board executive session and meeting as written. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

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

- **Animal Control Officer Report** – Dawn Campbell read aloud a report submitted by Animal Control Officer Cindy Eaton for the month of September to October 2, 2026.

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

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

- **Road Commissioner Report** – No report given.

- **Road Advisory Committee Report** – Road Advisory Committee Member Aaron Wedgewood reported on the following:

- There is a meeting being held tonight.

- The "Notice of Upcoming Road Construction on School Street" was sent out to the owners of property along School Street (from the Route 160 bridge to Endfield Street) to advise them of this matter being discussed at the Select Board Workshop tonight at 6:00 pm.

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

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

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

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

  A draft "Invitation to Bid" for the removal services of the foreclosed upon trailer located at 57 Mason Road was reviewed, edited and approved for public notification. It will be posted on the town's website, and advertised in the Shopper's Guide. The Bid Opening will be held on November 4, 2026 at the regularly scheduled Select Board meeting.

Item Removed:

- **Establish a Procedure for the Installation & Removal of Flags on Public Poles**

Item Added:

- **Identify volunteers to annually install and remove flags on public poles.**

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

P/R Warrant #40 was approved and signed for $4,963.42.

A/P Warrant #41 was approved and signed for $24,393.40.

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

- Reminded the Select Board that the Annual Town Meeting is now being held on the fourth Saturday in March. This means that the 2027 Annual Town Meeting will be held on Saturday, March 27, 2027 at 9:00 am. The Municipal Election will be held on Friday, March 26, 2027 from 4:00 pm to 8:00 pm.

- Distributed the updated actual to budget spending report as of October 6, 2026 to the Select Board.

- She has started preparations for the end-of-year tasks including budget meetings, pre-audit work, etcetera.

- She still has not received the bank statement for September from Bangor Savings Bank. They have implemented a new program/procedure for the processing the monthly statements. Electronic statements are not available until the October statement due this change over process. Therefore, the bank reconciliation for the month of September has not been completed yet. It will be submitted to the Select Board for their review once completed.

- It has been determined that a new charging unit needs to be purchased for the town's radar speed sign. The replacement cost is $156.58.

  John O'Donnell made a motion to purchase a replacement charging unit for the radar speed sign for $156.58. It was seconded by John Lowry. Motion carried with all in favor.

  There was discussion on the storage of the additional accessory items for the radar speed sign which will be kept at the Town Office building.

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

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

  Not Approved – 11/1/2026 (5:00 pm to 9:00 pm) – Francis Small Heritage Trust – Annual Meeting – Peter Zack

  John O'Donnell made a motion to deny the application for the Francis Small Heritage Trust's Annual Meeting on November 1, 2026 due to the room not being available for use. (It has been reserved for the State of Maine's General Election.) It was seconded by John Lowry. Motion carried with all in favor.

  Other options for a meeting location were discussed and will be presented to Mr. Zack for consideration.

- Dog Licensing for 2027 starts tomorrow.

- Animal Control Officer Cindy Eaton has submitted four certificates of completion for recent trainings that she attended. They have been filed in the Training Records book located in the Clerk's Office.

- The Rescue Chief's report for September 2026 is included in the meeting packet.

➢ **John Lowry** – had nothing to report.

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

- Informed Webmaster John Lowry that the link on the town's website that is supposed to bring you to the town's Subdivision Ordinance is not working. John Lowry will look into this problem.

- He has signed up for the free EMA training session that is being held next week.

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

  - He requested funding approval to attend the MMA's on-line training session next week regarding Human Resources.

    John O'Donnell made a motion to approve Aaron Wedgewood to attend the on-line training session next week as requested. It was seconded by John Lowry. Motion carried with all in favor.

  - Asked if it is acceptable for a Select Board member to attend a meeting via (cell) phone if they are going to be arriving late to the meeting, in order to know what has occurred prior to their arrival. MMA's (Maine Municipal Association) legal department will be contacted regarding this matter.

- **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:**

  John O'Donnell made a motion to adjourn the meeting at 5:10 pm. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

Respectfully submitted,

Maureen F. Scanlon
Town Clerk