



Town of Porter

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

SELECT BOARD MEETING AGENDA **January 8, 2025 – 3:00 pm** **Porter Town Hall**

Routine Agenda Items:

- Motion to accept the agenda
- Motion to accept the minutes of the December 11, 2024 Select Board Meeting
- Motion to accept the minutes of the December 26, 2024 Select Board Meeting
- Road Advisory Committee
- 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 Warrants #52 & 53 & Accounts Payable Warrant #54
- Town Treasurer
- Town Clerk
- Brent
- Jeff
- John
- Conservation Commission – (first meeting of each month)

Old Business:

- A. Extension of High Impact Use and Mineral Extraction Moratorium Ordinance
- B. Douglas Mill Road – Ashley Post
- C. Douglas Mill Road – James Hilliard

New Business:

- A. Special Town Meeting Proposed for January 22, 2025

Other: Time Permitting

Adjourn Meeting

Adjournment: No later than 4:30 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 January 8, 2025 – 3:00 pm Porter Town Hall

RECORDER'S NOTE: These minutes were transcribed from a recording of the meeting due to the absence of the Recorder.

The Select Board meeting was called to order by Selectman John Lowry at 3:03 pm.

➤ **Roll Call:**

In attendance were: Select Board members Brent Day, Jeff Cypher and John Lowry; Treasurer Dawn Campbell; Deputy Clerk Janice Miller; Code Enforcement Officer Dan Davis

Absent: Town Clerk Maureen Scanlon

➤ **Motion to Accept the Agenda:**

John Lowry made a motion to accept/approve the agenda as amended. It was seconded by Brent Day. Motion carried with all in favor.

➤ **Motion to Accept/Approve the December 11, 2024 Meeting Minutes:**

John Lowry made a motion to accept/approve the minutes from December 11, 2024 as written. It was seconded by Brent Day. Motion carried with all in favor.

➤ **Motion to Accept/Approve the December 26, 2024 Meeting Minutes:**

John Lowry made a motion to accept/approve the minutes from December 26, 2024 as written. It was seconded by Brent Day. Motion carried with all in favor.

- **Road Advisory Committee Report** – Brent Day reported that Road Advisory Committee Member Aaron Wedgewood is working on preliminary budget numbers and has been following up with the Oxford County Engineer on the needed repair to the sidewalk shared by Hiram & Porter.

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

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

- **Code Enforcement Officer/Plumbing Inspector Report** – Code Enforcement/Plumbing Inspector Dan Davis submitted his report for the time period of November 27, 2024 through December 23, 2024. There was discussion on several items. It was noted that item 23 has been resolved. A copy of this report is hereby attached to and does become a part of the original set of these minutes.
- **Local Health Officer Report** – No report given.
- **Road Commissioner Report** – No report given.
- **Review of Action Items** – There was some discussion on the current list of items with no actions taken.
- **Approval of Payroll & Accounts Payable Warrants:**

Treasurer Dawn Campbell explained that in order to process the end of the calendar year, there are two payroll warrants. Warrant #52 ends 2024 and warrant #53 starts 2025. She also informed the Select Board that the 2025 warrant addresses the newly mandated Family Medical Leave Act and reflects the payments of the employer share of .25% and employee share of .25%.

P/R Warrant #52 was approved and signed for \$ 1,903.79

P/R Warrant #53 was approved and signed for \$ 1,433.60

A/P Warrant #54 was approved and signed for \$ 193,412.52

- **Treasurer** – There was some discussion on the process required for selling the four recently foreclosed upon properties.

John Lowry made a motion to retain the services of Realtor Casey Gray for the sale of the property located at 12 Little Lane and offer the opportunity to both Carla Wakefield and Casey Gray to provide a market analysis on the other properties. It was seconded by Brent Day. Motion carried with all in favor.

Dawn distributed the updated spending report to the Select Board. There was some discussion on several items in the report and the budget for 2025.

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

1. Approved – 2/15/2025 (8:00 am to 3:00 pm) – Baby Shower – Rhonda Sanborn Wedgewood
2. Denied – Every Sunday (5:00 pm to 8:00 pm) – Bible Study – Mercy Chapel Church (A registered non-profit)

Dawn submitted a contract for a TRIO Web upgrade (TRIO hosted platform) which reflects a discount of \$2,000.00 if it is signed by January 31, 2025. This is actually more cost effective than the current TRIO program which is no longer going to be supported. The contract was approved and signed by the Select Board.

There was discussion on obtaining a BAN (Bond Anticipation Note) for future road projects.

- **Town Clerk** – No report given.
- **Brent Day** – reported that he has contacted the School Superintendent regarding a letter of support from the school for the repair of the sidewalk shared by Hiram & Porter.
- **Jeff Cypher** – had nothing to report.
- **John Lowry** – reported on the repairs that are needed on the Bickford Pond Dam. A request for bids will be done in order to complete the repairs.
- **Conservation Commission Report** – Conservation Commission member Marty Tracy reported that they are working on the 2025 budget and town report.
- **OLD BUSINESS:**

A. Extension of High Impact Use and Mineral Extraction Moratorium Ordinance

John Lowry explained that the Planning Board has made a lot of progress on the High Impact Use and Mineral Extraction Ordinance. However, there is still work to be done.

John Lowry made a motion to extend the current moratorium for six months. It was seconded by Brent Day. Motion carried with all in favor.

B. Douglas Mill Road – Ashley Post

Ashley Post read aloud a statement regarding the Douglas Mill Road public easement. This statement notified the town of planned road maintenance to be performed in 2025 by the easement abutting residents. She asked if the town has any objections to the planned maintenance of the public easement on Douglas Mill Road. The Select Board had no objections. A copy of Ashley's statement is hereby attached to and does become a part of the original set of these minutes.

C. Douglas Mill Road – James Hilliard

James Hilliard stated that he was here for the same matter as Ashley Post regarding the Douglas Mill Road.

➤ **NEW BUSINESS:**


A. Special Town Meeting Proposed for January 22, 2025

A Special Town Meeting will be held on January 22, 2025 at 4:30pm to see if the Town will vote to rescind the actions taken under Articles 3 through 10 at the September 4, 2024 Special Town Meeting, thereby restoring the appropriations and balances to the accounts and reserve funds as adopted at the 2024 Annual Town Meeting on March 16, 2024.

➤ **Meeting Adjournment:**

John Lowry made a motion to adjourn the meeting at 4:22 pm. It was seconded by Brent Day. Motion carried with all in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Maureen F. Scanlon". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

Maureen F. Scanlon
Town Clerk