



Town of Porter

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

SELECT BOARD MEETING AGENDA

May 28, 2025 – 4:00 pm

Porter Town Hall

Routine Agenda Items:

- Motion to accept the agenda
- Motion to accept the minutes of the May 14, 2025 Select Board Meeting
- Motion to accept the minutes of the May 14, 2025 Special Town 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 #21 & Accounts Payable Warrant #22
- Town Treasurer
- Town Clerk
- John Lowry
- Jeff Cypher
- John O'Donnell
- Conservation Commission – (first meeting of each month)
- Road Advisory Committee

Old Business:

- A. Land Share Riders ATV Club 2025 Municipal Grant Application Request
- B. Discussion on the Status of c18 School Street

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.



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Select Board Meeting Minutes May 28, 2025 – 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

➤ **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 May 14, 2025 Select Board Meeting Minutes:**

John O'Donnell made a motion to accept/approve the minutes from the May 14, 2025 Select Board meeting as written. It was seconded by Jeff Cypher. Motion carried with all in favor.

➤ **Motion to Accept/Approve the May 14, 2025 Special Town Meeting Minutes:**

John O'Donnell made a motion to accept/approve the minutes from the May 14, 2025 Special Town meeting as written. It was seconded by Jeff Cypher. Motion carried with all in favor.

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

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

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

John Lowry mentioned that the Code Enforcement/Plumbing Inspector will be working limited hours for now with the Deputy Code Enforcement Officer/Plumbing Inspector filling in as needed.

Treasurer Dawn Campbell reported that she sent in the final paperwork for the septic grant received for 33 Mine Pond Road. We should be receiving the check soon.

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

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

There was some discussion on future gravel purchases.

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

- **Send letters to the State Engineer for the common sidewalk between Porter and Hiram.**

Treasurer Dawn Campbell reported that she received an invoice in the amount of \$690.00 from Oxford County Soil & Water Conservation District for engineering consult, safety evaluation, site visit & report. Half of this invoice will be paid by the Town of Hiram.

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

P/R Warrant #21 was approved and signed for \$ 13,151.13

A/P Warrant #22 was approved and signed for \$21,934.84

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

- She distributed the updated spending report through May 28, 2025 to the Select Board.
- The town has a CD that is maturing at Bangor Savings Bank. She has been negotiating for the highest interest rate available to renew it for another 12-month period. A rate of 3.75% was the highest the bank would offer.

John Lowry made a motion to renew the CD at Bangor Savings Bank at an interest rate of 3.75% for another 12-month period. It was seconded by John O'Donnell. Motion carried with all in favor.

- She explained that ARPA funds in the amount of \$6,524.77 are currently obligated to Roads Reconstruction. This is the unexpended balance that was not used for the Sarah Bridge and Old Meetinghouse Road projects. The original funding was approved through the Town Meeting Warrant process. However, the unspent balance was not specifically addressed. The town's legal counsel and auditor have recommended specifically allocating the unspent funds to a specific project. Dawn recommended obligating this amount to the Norton Hill Road repair project.

John Lowry made a motion to obligate the unexpended ARPA funds in the amount of \$6,524.77 to the roads reconstruction reserve for repairs to Norton Hill Road that were previously obligated to the engineering costs on Sarah Bridge Road and Old Meetinghouse Road. It was seconded by John O'Donnell. Motion carried with all in favor.

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

- She informed the Select Board on a problem she has encountered in fulfilling a Freedom of Access Act (FOAA) request. She asked for their assistance in acquiring the information for the requestor.

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

- Amber Gomez has been offered and has accepted the position of Assistant Clerk. She started yesterday. She is a welcome addition to the team.
- Work on the dam has started, there was some discussion on the progress of the work.

➤ **Jeff Cypher** – had nothing to report.

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

He and Aaron Wedgewood are finishing up on putting together the numbers for the proposed budget for roads.

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

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

➤ **OLD BUSINESS:**

A. Land Share Riders ATV Club 2025 Municipal Grant Application Request

Trail Master Michael Seavey and club member Bob Strauss represented the Land Share Riders ATV Club at this meeting. John Lowry explained that their application has been received and was sent to the town's attorney for review. The attorney found areas of concern that may leave the town with future obligations that may not be feasible, such as future maintenance by the town, of the improved areas. The two representatives from the ATV club reported that the State is aware of the problem with the wording of the application document. This has been brought up by other towns. Unfortunately, the changing of the verbiage in the application is a process that must go through the Attorney General's Office. There was quite a bit of discussion on this matter. Due to the fact that this ATV club's application must be submitted to the State within the next few days, it is not going to be possible for the town to approve moving forward on it at this time. However, if the application document is corrected by the State, the town is willing to consider this matter again.

There was also some discussion on the possibility of allowing an access trail for ATVs to go to Village Variety Store for food and gas. This matter will be pursued further in the future.

B. Discussion on the Status of 18 School Street

There was discussion on the status of the situation at 18 School Street in regards to the previous decision to hold a public hearing to specifically address the concerns that have been raised by the conditions at this location and the activities of the people that live (and visit) there.

After further consideration, the Select Board decided to hold a general "Public Forum Meeting" to discuss and address concerns expressed by many of the town's residents, in

regards to behavioral concerns and illegal activities throughout the community as a whole. This meeting will be held at the Town Office/Hall building on June 11, 2025 at 5:30 pm. Several State legislators and representatives from different entities that work on these types of problems within communities have been invited to join the meeting. Members of the public are encouraged to attend.

➤ **NEW BUSINESS:**

There were no "New Business" items.

➤ **OTHER BUSINESS:**

There were no "Other Business" items.

➤ **Meeting Adjournment:**

John Lowry made a motion to adjourn the meeting at 5:32 pm. It was seconded by John O'Donnell. 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 the first name "Maureen" being more prominent.

Maureen F. Scanlon
Town Clerk