Town of Porter

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

SELECT BOARD
EXECUTIVE SESSION (3:00 pm)
& MEETING (4:00 pm)
AGENDA
September 30, 2026 – 4:00 pm
Porter Town Hall

- **ROLL CALL**
- **EXECUTIVE SESSION – Pursuant to Title 1 § 405 (6) (E) To Discuss Legal Matters**
- **PLEDGE OF ALLEGIANCE**
- **PUBLIC HEARING – General Assistance Ordinance Appendices A-H**
- **AGENDA APPROVAL**
- **ROUTINE AGENDA ITEMS:**
  - Motion to accept the minutes of the September 16, 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. Approve/Adopt a Policy on Small Amounts of Uncollected Personal Property Tax

  B. _____
- **NEW BUSINESS:**

  A. Approve/Adopt General Assistance Ordinance Appendices A-H

B. _____

- **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 Executive Session (3:00 pm) & Meeting (4:00 pm) Minutes
September 30, 2026
Porter Town Hall

The Select Board meeting was called to order by Chairperson John Lowry at 3:00 pm.

- **Roll Call:**

In attendance were: Select Board members John Lowry, John O'Donnell and Aaron Wedgewood

- **Executive Session – Pursuant to Title 1 § 405 (6) (E) To Discuss Legal Matters**

John O'Donnell made a motion to enter into Executive Session at 3:00 pm pursuant to Title 1 § 405 (6) (E) to discuss legal matters. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

Aaron Wedgewood made a motion at 3:30 pm to return to the regular meeting at 4:00 pm, with no actions taken during the Executive Session. It was seconded by John O'Donnell. Motion carried with all in favor.

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; Code Enforcement Officer Dan Davis

Executive Session Follow-up Action:

John Lowry made a motion that Aaron Wedgewood represent the town for the DEP (Department of Environmental Protection) Hearing, and he (John Lowry) will remain as an individual intervener. (NOTE: The DEP Hearing is in regards to the water level of Colcord Pond.) It was seconded by Aaron Wedgewood. Motion carried with all in favor.

- **Pledge of Allegiance**

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

- **Public Hearing – General Assistance Ordinance Appendices A-H**

  The Public Hearing was opened at 4:03 pm.

  General Assistance Administrator Maureen Scanlon presented the updated Oxford County General Assistance Maximum Levels of Assistance for adoption by the Town of Porter.

  The Public Hearing was closed at 4:07 pm.

- **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 16, 2026 Select Board Meeting Minutes:**

  John O'Donnell made a motion to accept/approve the minutes from the September 16, 2026 Select Board 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** – No report given.

- **Code Enforcement Officer/Plumbing Inspector Report** – Code Enforcement/Plumbing Inspector Dan Davis submitted his report for the time period of August 15, 2026 through September 28, 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 stated that Road Commissioner Brad Sanborn has:

  - Changed out the culvert on Moulton Ridge Road.
  - Completed some patching of the roadways and is continuing to do more before winter.
  - Is working on replacing the planking on the catwalk on the Bickford Pond Dam.
  - Aaron brought up discussion on authorizing Brad to prepare Norton Hill Road for the winter.

    John O'Donnell made a motion to authorize Road Commissioner Brad Sanborn to do the minimal amount of work required to prepare Norton Hill Road for the winter. It was seconded by John Lowry. Motion carried with all in favor.

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

  - He has distributed to the other members of the Road Advisory Committee, a proposed draft of the letter that will be sent to the property owners along School Street, that will advise them of the work that is being planned for the road. He will also send this to the two other members of the Select Board for their review. The plan is to send this letter out to the property owners prior to the next committee meeting / Select Board workshop in order to discuss it further and answer any questions the property owners may have regarding the work that is planned.

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

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

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

    Tri-Town approved the dumpsters for removal of debris. A proposal for bids to complete the disposal work will be created and advertised.

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

    Aaron Wedgewood made a motion to authorize Town Clerk Maureen Scanlon to order traffic safety signs only, and hold off on purchasing private road signs until further notice. It was seconded by John O'Donnell. Motion carried with all in favor.

  - **Send a road work notification letter to the School Street property owners.**

    The draft letter has been distributed for proofreading and will be mailed out once this has been completed.

  Item Removed:

  - **Clarification on personnel policy: Article X – Sick Leave – Section B.**

    Task completed.

  Item Added:

  - **Update Personnel Policy.**

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

  P/R Warrant #38 was approved and signed for $5,635.63.

  A/P Warrant #39 was approved and signed for $219,574.68.

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

- Explained that within the (Accounts Payable) Warrant there is a payment to a former owner for a foreclosed upon property. After the town is "made whole" for outstanding taxes and expenses incurred throughout the foreclosure process, the excess proceeds from the sale of the property are turned over to the former owner. The payment of excess proceeds to the former owner must be recorded at the Registry of Deeds. She presented the recording document for the Select Board's approval signatures. This document will be recorded at the Registry of Deeds.

- Distributed the updated actual to budget spending report as of September 23, 2026 to the Select Board.

- Reviewed the upcoming changes in Select Board meeting dates as follows: The next meeting will be held on October 28th which is the last date of the old bi-weekly meeting schedule. The next meeting will be held one week later on November 4, 2026 to accommodate the new bi-weekly meeting schedule. This is being done in order to address the annual problem of the regularly scheduled meetings conflicting with holidays. Public notice of the changes has been made.

- Reviewed the need for holding a Special Town Meeting before the end of the year. Potential meeting dates were proposed for the Select Board's consideration. There was some discussion on this matter.

  A Special Town Meeting will be held at 6:00 pm on December 16, 2026, after the Select Board meeting on that date. The Warrant for this Special Town Meeting will be approved at the November 4, 2026 Select Board meeting.

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

- Approved – Sacopee Valley Health Center has requested permission to once again hold their Scarecrows on Parade event on the lawn of the Town Office /Hall building on Saturday, October 17th with a rain date of Sunday, October 18th. They will put the scarecrow holders up on Thursday, October 15th or Friday, October 16th. They will keep them back further from the road again, like they did last year.

- The 2026 taxes were due today. A lot of payments have already been processed and will continue to be received steadily over the next few weeks.

- Absentee Voting will start next Tuesday for the November 3, 2026 State of Maine General Election. Public notice will be posted on the town's website with a sample ballot.

- Last week the town received a new DS300 Voting Tabulator from the State of Maine. It will be used for the first time for the upcoming election.

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

- He reached out to Senator Susan Collins' office for possible assistance in acquiring grant funding to assist in purchasing a fire truck for the town. He informed the other Select

Board members of his findings. Further research will done on this matter. It was noted that all of the Fire Department vehicles are "aging out" and will need to be replaced at some point.

- **John O'Donnell** – had nothing to report.

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

  - Aaron Wedgewood made a motion to accept Brad Sanborn's price of $350.00 to replace the hemlock planks on the Colcord Pond Dam. It was seconded by John O'Donnell. Motion carried with all in favor.

  - Brought up conversation on the location of the archived Planning Board meeting minutes.

  - Reviewed agenda items for the next Select Board Workshop and asked if the other Select Board members had anything to add. There was some discussion on this matter.

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

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

- **OLD BUSINESS:**

A. Approve/Adopt a Policy on Small Amounts of Uncollected Personal Property Tax

Treasurer Dawn Campbell updated the Select Board on the fact that this policy was developed to address the matter of small amounts of interest that have accrued on several personal property accounts that have been deemed to be uncollectable by the Tax Collector. Upon further review of this matter, it has been determined that these small amounts are principal amounts and not interest that has accrued. Therefore, this matter will be further researched in order to properly resolve the issue of these outstanding amounts in the town's records. It was noted that these outstanding amounts are not from recent years. Tax Collector Maureen Scanlon explained the difference in processes for collecting unpaid real estate taxes versus personal property taxes.

- **NEW BUSINESS:**

A. Approve/Adopt General Assistance Ordinance Appendices A-H

John O'Donnell made a motion to approve / adopt the General Assistance Ordinance Appendices A-H as presented by the General Assistance Administrator during the public hearing portion of this meeting. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

- **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 5:37 pm. It was seconded by Aaron Wedgewood. Motion carried with all in favor.

Respectfully submitted,

Maureen F. Scanlon
Town Clerk