

BOARD OF SELECTMEN

REGULAR MEETING

September 17, 2025 at 7:00 PM

Buck-Foreman Community Room, 265 Main Street, 2nd floor, Portland Connecticut 06480

In-person and through Zoom A – www.portlandct.org

Note: Any potential conflicts of interest are stated under Communications/Correspondence

AGENDA

1. FIRST SELECTMAN CALL REGULAR MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ACCEPT AGENDA
4. APPROVE MINUTES: (Special) August 26, 2025; (Regular) September 3, 2025
5. COMMUNICATIONS / CORRESPONDENCE:
6. PUBLIC COMMENT
7. OLD BUSINESS:
 - A) Monthly Report – Committee on Solidarity
 - B) Blue Earth Compost Program
 - C) Appointments/Re-appointments to Boards and Commissions
8. NEW BUSINESS:
 - A) Resolution: Contract Agreement with Hubert E. Butler Construction Company
 - B) REFUNDS OF EXCESS PAYMENTS: Snyder Civil Engineering LLC [\$67.23]
McDougall, Suzanne/McDougall, Peter [\$10.84][\$9.74]
9. STATUS & COMMITTEE REPORTS
10. PUBLIC COMMENT
11. BOARD OF SELECTMEN GENERAL INFORMAL DISCUSSION
12. FOLLOW UP ITEMS:
 - Ethics Ordinance
 - Review Town Charter
13. ADJOURN MEETING

The Town of Portland will provide reasonable accommodations to assist those with special needs to attend and participate in public meetings. Please contact the First Selectman's Office at (860) 342-6715 at least 48 hours in advance to discuss your special needs.

Distribution: Town Clerk, M. Pelton, 6/BOS, Town Attorney, J. Billingsley, D. Bourret, C. Britton-BOE, S. Cunningham, A. Dionne, S. Elliott-Caratosias, C. Fitzkee, S. Fragola, D. Guoin, R. Lasky, P. Lipka, T. Robinson, R. Sajdak, R. Shea, P. Willse, Tax Collector, Bd. Clerk, Chatham Health, website

Appointments Needed

- ☐ **America 250|PortlandCT Committee – until disbanded by BOS**
ALTERNATE: **VACANT** (filling vacancy) no term
- ☐ **Building Code Board of Appeals – all five seats are vacant**
- ☐ **Citation Hearing Officers (7 total) – per Blight Ordinance**
VACANT (filling vacancy) no term
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- ☐ **Clean Energy Task Force – alternate seats (2)**
ALTERNATE: **VACANT** (filling vacancy) no term
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- ☐ **Conservation Commission – four-year terms**
VACANT (filling vacancy) to 12/2027
ALTERNATE: **VACANT** (filling vacancy) to 2027
- ☐ **Housing Code Board of Appeals – five year overlapping terms**
VACANT Expired term (*Joseph Spada*) to 12/2029
- ☐ **Inland Wetlands Commission – four year overlapping terms**
VACANT (filling vacancy) to 12/2027
- ☐ **Plan of Conservation & Development Implementation Committee – no term**
ALTERNATE: **VACANT** (filling vacancy) no term
ALTERNATE: **VACANT** (filling vacancy) no term
- ☐ **Youth Services Advisory Board – four-year terms**
VACANT (filling vacancy) 12/2025
ALTERNATE: **VACANT** (filling vacancy) 12/2027
- ☐ **Board of Assessment Appeals – all 3 alternate seats are vacant** (2-year terms, identical to the elected seats)

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