

**PORTLAND AQUIFER PROTECTION AGENCY  
SPECIAL MEETING MINUTES  
Thursday, September 21, 2023 at 6:45 PM**

Members Present: Bob Ellsworth, Chantal Foster, Carolyn Freeman, Robert Taylor, Victoria Tchetchet

Members Absent: Jen Tellone, Tom Bransfield, Ken Kearns

Staff: Dan Bourret, Town Planner

1. Call Meeting to Order

Mr. Ellsworth called the meeting to order at 6:48 p.m.

2. Introduction of Members and Seating of Alternates

The members introduced themselves.

3. New Business:

Potential violation at 421 Gospel Lane. Dan Bourret went over possible enforcement action on property as they have not passed inspection by Public Works and the town's consulting engineer. Having trouble reaching owner with enforcement letters. Rob Taylor suggested we contact their agent of service and provided information on how to do so. Dan Bourret told commission he would keep them up to date.

4. Old Business:

There was no Old Business.

5. Staff Report/Other Items:

There was no Staff Report/Other Items.

6. Public Comment

There were no Public Comments.

7. Approval of Minutes: 6/15/2023 Meeting

**MOTION:** by Chantal Foster MOVED, seconded by Robert Taylor to Approve the minutes.  
**VOTE 4 YEAS WITH 1 ABSENTION. MOTION CARRIED.**

8. Adjourn

**MOTION:** by Chantal Foster MOVED, seconded by Victoria Tchetchet to ADJOURN the meeting at 6:57 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted,

*Dan Bourret*

Dan Bourret, Town Planner