

**AGENDA**  
**TOWN OF PORTAGE LAKE**  
**REGULAR SELECT BOARD MEETING**  
**March 15, 2023**  
**6:00 P.M.**

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1. Call Meeting to Order & Attendance
2. Approval of Minutes  
February 15, 2023 regular meeting
3. Old Business:
  - a. Stumpage Plan Update
  - b. Maine Woods Daycare Update—letter of support
4. New Business:
  - a. General Assistance Appendices
  - b. Appointment of Fire Chief
  - c. Assessors Notice
  - d. Sign County Tax Warrant: \$131,788.17
  - e. Emergency Operations Plan Updated—need a planning team
  - f. Payables Warrants
5. Town Manager's Report
  - a. Jen Brophy volunteering to organize Book Exchange/library area at town hall
  - b. Kim working on a grant for an outdoor art installation in Town by a local artist
  - c. New security camera installed in the hallway at the Town Hall
  - d. Town Elections are Thursday March 30 from 3 to 7 pm, Town Meeting Friday March 31 at 6:30 pm.
6. Other Select Board Business
7. Public Comments (as time allows)
8. Executive Session per 1 MRSA §405(6)(A) Personnel Matters
9. Adjourn

**Next Regular Select Board Meeting: Wednesday, April 19, 2023**

PORTAGE LAKE BOARD OF SELECTPERSONS  
Record of Regular Meeting  
March 15, 2023, at 6:00 p.m.  
Portage Lake Municipal Building Conference Room

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Members Present: Michelle Eastman, Chairperson; Barry "Beech" Kenney.

Members Absent: David Pierce.

Others Present: Corrine Routhier, Jodi Page, Richard Hoppe, Herb McPherson.

Meeting called to order at 6:00 p.m. by Michelle Eastman.

**Approval of Minutes:** Selectboard reviews the minutes from the February 15, 2023, regular meeting.  
**Motion made and seconded to approve the minutes for the February 15, 2023, regular meeting as written.**  
**Motion carries.**

**OLD BUSINESS**

**Stumpage Plan Update:** Total Stumpage received \$104,664.48; \$3022.42 was deposited into Silviculture, bringing the account balance back to \$200,000.

**Maine Woods Daycare Update—letter of support:** Maine Woods has purchased 100 acres by the pit up near Buffalo and they are going to try to put in a Daycare. Maine Woods is requesting a letter of support from the Town of Portage in order to obtain federal and state funding. The Board signed the letter of support.

**NEW BUSINESS**

**General Assistance Appendices:** The Board approved the Appendices discussed in the public hearing and signed it for approval. **Motion made and seconded to approve the State Appendices. Motion carries.**

**Appointment of Fire Chief:** Brian Cote has been elected Fire Chief for the ensuing year contingent upon Board approval. **Motion made and seconded to appoint Brian Cote as Fire Chief for the Town of Portage. Motion carries.**

**Assessors Notice:** The Board reviewed the Assessor's Notice which will be posted before the next Board meeting.

**Sign County Tax Warrant--\$131,788.17:** The Board signs the County Tax Warrant.

**Emergency Operations Plan Updated—need a planning team:** The Town of Portage needs an updated Emergency Operations Plan which was last done in 2008. The Board has given Corrine permission to put together a planning team. **Motion made and seconded to allow Corrine to proceed forward with putting together a planning team. Motion carries.**

**Payables Warrants:** The Board reviews the Treasurer's warrants and signs them for approval.

**TOWN MANAGER'S REPORT**

- a) Jen Brophy volunteering to organize Book Exchange/library area at Town Hall. Michelle suggested a sign-in sheet so we can get an idea of how many people are using the library.
- b) Kim working on a grant for an outdoor art installation in Town by a local artist. A local artist has been asked to create a mural on the giant rock by the campground.

- c) New security camera installed in the hallway at the Town Hall. There are signs posted letting the public know security cameras are in use at the Town Hall.
- d) Town Elections are Thursday, March 30, 2023, from 3 to 7 p.m., Town Meeting Friday, March 31, 2023, at 6:30 p.m.

#### OTHER SELECTBOARD BUSINESS

#### Comments from the Public (as time allows):

- Herb McPherson asked for an update on the electrical vehicle charging station which will be installed sometime in the future. It is still a work in progress.
- Beech asked about the byway sign at the top of the hill. Corrine is still researching where it was originally obtained from.

**At 6:22 p.m., a motion was made and seconded to enter into Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) for Personnel Matters. Motion carries. A motion was made and seconded to end the Executive Session at 6:49 p.m. The public portion of the meeting resumed at 6:50 p.m.**

Next regular Selectboard meeting is Wednesday, April 19, 2023, at 6:00 p.m.

**Regular Selectboard Meeting adjourned at 7:14 p.m.**

We, the undersigned, being Officers of the Portage Lake Board of Selectpersons, do hereby certify that the foregoing meeting is a true and correct record. We hereby consent to confirm, ratify and approve all actions taken at said meeting, all and singular, and the foregoing records thereof, and acknowledge and certify that the same are true and correct records of all the proceedings of said meeting and hereby approve the same.

Approved: 4-12-23

Signed: \_\_\_\_\_

Barry Kenney Date  
Barry Kenney

Michelle Eastman  
David M. Pierce  
Michelle Eastman, Chairperson

February 2023

The Portage Lake Fire Department officers and members have elected **Brian Cote as Fire Chief** for the ensuing year, contingent on his appointment to the position by the Board of Selectpersons.

## ***2023 COUNTY TAX BILL***

**AROOSTOOK**, ss - - To the Assessors of PORTAGE LAKE, in said County. Whereas the Aroostook County Finance Committee authorized a tax of \$9,155,666.00 for 2023 upon said County and the County Commissioners on the fifteenth day of February 2023 apportioned the same, together with an overlay of \$182,500.00, upon the various cities, towns, plantations, and unorganized territory in said County, according to the last State valuation, and your proportion thereof was found to be ONE HUNDRED THIRTY ONE THOUSAND SEVEN HUNDRED EIGHTY EIGHT DOLLARS AND SEVENTEEN CENTS.

Therefore, you are required in the name of the State of Maine forthwith to assess said sum of \$131,788.17 upon the polls and estates in said city, town, plantation, or unorganized territory according to law and to commit your assessment to the constable or collector for collection and to return a certificate thereof to the County Treasurer, with the name of such officer, also the name of your Treasurer, and to cause said tax to be paid into the county treasury on or before the first day of September 2023. Interest shall accrue at the rate of 8% A.P.R. on all unpaid balances of the County Tax that are due, beginning on November 1, 2023.

By order of the County Commissioners, this fifteenth day of February 2023.



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Ryan D. Pelletier, County Administrator