

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
September 20, 2023
6:30 P.M.

1. Call Meeting to Order & Attendance
3. Approval of Minutes
 - August 16, 2023 regular meeting
 - September 6, 2023 special meeting
4. Old Business:
 - a. Silviculture By-Laws Approval
 - b. Beach Buffer Reclaim
5. New Business:
 - a. Winter Sand Bid award
 - b. Approve new General Assistance Maximums
 - c. Nashville Plt. Administrative assistance request
 - d. Portage Construction Personal Property 801A & 801B forms to sign
 - e. Real Estate Tax Abatement Request—Charles Campbell
 - f. Payables Warrants
6. Town Manager's Report
 - a. Oil leak on ground and into the lake on Sept 8 at 272 West Rd, DEP is handling situation
 - b. Public Works' sand shed lean-to is complete
 - c. New projector & screen in Big Room to be installed Sept 29
7. Other Select Board Business
8. Public Comments (as time allows)
9. Executive Session Per 1 MRSA § 405(6)(D)
9. Adjourn

Next Regular Select Board Meeting: Wednesday, October 18, 2023

Upcoming Meetings & Events:

*Portage Lake Emergency Operations Plan committee meeting Wednesday Sept. 27 @ 6:30

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Regular Meeting
September 20, 2023, at 6:30 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Chairperson; Barry "Beech" Kenney, Bruce Laveway.

Members Absent: None.

Others Present: Corrine Routhier, Jodi Page, Sarah Bauzenberger, Sandra Bartlett, Kathy Hoppe.

Meeting called to order at 6:30 p.m. by Michelle Johnson.

Approval of Minutes: Selectboard reviews the minutes from the August 16, 2023, regular meeting and the September 6, 2023, special meeting. **Motions made and seconded to approve the minutes for the August 16, 2023, regular meeting and the September 6, 2023, special meeting as written. Motions carry.**

OLD BUSINESS

Silviculture By-Laws Approval: The Board reviewed the Silviculture By-Laws and signed them for approval.

Beach Buffer Reclaim: The buffer is completely overgrown and needs to be reclaimed. Kathy Hoppe spoke about the origins and purpose of the buffer. She suggested calling in Randy Martin who was the original designer of the buffer.

NEW BUSINESS

Winter Sand Bid award: We received one bid from the Portage Construction Company for 300 cubic yards of winter sand delivered to the sand shed at the Portage Town Office for \$5355. **Motion made and seconded to accept the bid from Portage Construction Company. Motion carries.**

Approve new General Assistance Maximums: The Board reviews the General Assistance Maximums put out by the State. **Motion made and seconded to accept the General Assistance Maximums. Motion carries.**

Nashville Plantation Administrative assistance request: The Board discusses the request from James Beaulier, Chairman of the Selectmen for the Town of Nashville Plantation. The request involves monitoring of Nashville's email, USPS Mail at a frequency of not less than once per week, communicating with Chairman of Selectmen and/or Treasurer, facilitating preparation and organization of the annual Town Report, and providing other assistance and reminders as needed to help keep the Nashville Selectboard on track. Neither Corrine nor Portage's Selectboard thought the additional duties were a good idea and declined the request at this time. **Motion made and seconded to deny the request. Motion carries.**

Portage Construction Personal Property 801A & 801B forms to sign: The Board reviews the forms and signs them for approval.

Real Estate Tax Abatement Request—Charles Campbell: Charles tore down a camp but was still taxed on the property. He is requesting an abatement in the amount of \$352.94. **Motion made and seconded to approve the abatement for Charles Campbell in the amount of \$352.94. Motion carries.**

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

TOWN MANAGER'S REPORT

- A. Oil leak on ground and into the lake on September 8 at 272 West Road, DEP is handling situation
- B. Public Works' sand shed lean-to is complete
- C. New projector & screen in Big Room to be installed September 29

OTHER SELECTBOARD BUSINESS

Michelle asked where the Town was on the electrical vehicle charging station installation. The Town needs to find a new electrician to complete the project.

Comments from the Public (as time allows): Sandra Bartlett asked about the vehicle registration reminders that are mailed out. They are something that is automatically generated by the system.

At 6:59 p.m., a motion was made and seconded to enter into Executive Session pursuant to 1 M.R.S.A. § 405(6)(D) for labor negotiations. Motion carries. A motion was made and seconded to end the Executive Session at 7:09 p.m. The public portion of the meeting resumed at 7:10 p.m. At this time, a motion was made and seconded to increase Sarah Bauzenberger's wages by \$0.75 per hour retroactive to September 7, 2023. Motion carries.

Next regular Selectboard meeting is Wednesday, October 18, 2023, at 6:30 p.m.

Regular Selectboard Meeting adjourned at 7:10 p.m.

Upcoming Meetings & Events:

- Portage Lake Emergency Operations Plan committee meeting Wednesday, Sept. 27 @ 6:30

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: 10-18-23
Date

Barry Kenney
Barry Kenney

Signed: Bruce Laveway
Bruce Laveway

Michelle Johnson, Chairperson
Michelle Johnson, Chairperson

TOWN OF PORTAGE LAKE

SILVICULTURE ACCOUNT BY-LAWS (REVISED)

- 1 All funds are to be used ONLY for forest emergency funding and/or forest management expenses.
- 2 Account balance will be no less than the town's required forest fire financial responsibility of 1/4 of 1% of the town's State Valuation, unless the funds are used for the purposes stated in #1 in which case it will be re-funded with a split with Stumpage proceeds until the balance is back to where it is required to be.
- 3 All expenditures will be approved at a Town Meeting.

SILVICULTURE FUNDS WILL BE USED TO:

- 6 CREATE AND MAINTAIN HEALTHY FORESTLAND
- 7 GENERATE FOREST PRODUCTS TO SUPPORT THE LOCAL ECONOMY
- 8 MAINTAIN AND CREATE DEER WINTERING HABITAT TO SUPPORT LOCAL DEER POPULATIONS
- 9 BE SENSITIVE TO THE AESTHETICS OF HIGHLY VISIBLE AREAS

APPROVED: _____
DATE

SELECTBOARD
AUTHORIZATION:

Michelle Y. Johnson, Chair

Barry Kenney

Bruce Laveway

5/17/2014--ORIGINAL BY-LAWS APPROVED;

1/15/2019--Revised to remove cap on maximum amount in the account

9/20/2023--Revised to specify the town's financial responsibility for forest fire emergency and that all expenditures will be approved at a town meeting