

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

January 4, 2006

7:00 P.M.

Call Meeting To Order

Approve Minutes of December 28, 2005 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Personnel Matter (Executive Session Re., 1 M.R.S.A. P 405(6)(A))
2. Snow Plowing Policy
3. P/T Winter Coverage
4. West Road Land Purchase ~ Nothing to Report
5. Ordinance for Road Weight Limits - Tabled

NEW BUSINESS:

1. Ashland Ambulance Budget (Jim Gardner)
2. 2006 Proposed Budget

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
January 4, 2005
7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Judy Moreau, Clayton Demerchant, Alcide Bouchard, Residents; Vaughn Devoe, Portage Lake Public Works Director; and Jim Gardner, Ashland Town Manger.

The minutes of the December 28, 2005 meeting were reviewed by the Selectpersons. A motion was made by Steve Belanger to accept the minutes as written. Motion seconded by Gerry Cormier. Motion carries.

The Treasurer's Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. Personnel Matter (Executive Session Re., 1 M.R.S.A. P 405(6)(A) - **A motion was made by Steve Belanger to enter into Executive Session as of 1 M.R.S.A. P 405(6)(A). Motion seconded by Gerry Cormier.** Time in 7:05 p.m. Time out 7:30 p.m.

Chairman, Pat Raymond, asked for a motion to renew regular meeting. **Gerry Cormier motioned, Steve Belanger seconded, to renew regular meeting. Motion carries.**

Pat moved to #1 under **NEW BUSINESS.**

1. Ashland Ambulance Budget - Jim Gardner, Ashland's Town Manager, presented a proposal to the Selectpersons regarding the fees assessed to Portage Lake. Jim stated that he had reviewed the previous budget and the calculations used to assess the fees for the communities that used the Ashland Ambulance Service. He reported that the service has seven subsidies. The County, Unorganized Territories as far as Clayton Lake, Masardis, Oxbow, Portage Lake. Last year Portage's subsidy was \$10,015 with no carry over for this year. Steve Belanger stated that he had never heard of "carryover". Jim stated he had never heard of it before, and he has been in town government for thirty years. Steve stated that he looked at the money paid to Ashland as a bill. In the past the subsidies were based on operating costs. Jim explained how the County calculated the increases based on valuation, per capita, etc. Somewhere down the road Ashland needs to look at replacing the ambulance. There is a 2.8 % growth factor for Ashland. This 2.8 or 3% should be divided equally. We are trying to be fair to outside communities. There will be a contract with the County. Any "carryover" or money left in the ambulance account will go into a reserve account to replace the ambulance. Gerry Cormier asked why replacement was never considered. Jim responded that they never thought of it.

Gerry asked what the outlook for federal money was and where does a small town sit. Jim reported that he had just received a grant for a 2 step stretcher. It is isolated as to what can be done with the money. There are no grant monies for operating expenses. Pat asked what Jim was projecting for 2006. Jim stated a \$300 increase. Portage would be looking at \$10,315 for ambulance and no increases in library or recreation for the next year. The service community, Ashland, will subsidize through the small towns. This should save a 2.93% increase. Judy Moreau asked if the percentage used in the five year contract would state the percentage used. Jim responded 'Yes'. Judy asked about Homeland Securities and funding going by the wayside. Jim stated he is on the Homeland Security Committee. and applications are submitted by several communities. Judy asked if a town could apply for a new ambulance. Jim stated they could but their chances of succeeding would be slim as there are only X amount of dollars that go out. Pat stated that one needs to apply. Jim thanked the Board for their time and stated he would send a copy of the contract for their review. The Board thanked Jim for his time and the information he presented. Judy Moreau stated that this was a first time for a contract. We pay county Tax and what do we get? Jim stated it's the same for Ashland.

PA returned the meeting to the order of the agenda.

OLD BUSINESS:

2. Snow Plowing Policy - Tabled
3. P/T Winter Coverage - The Town Manager reported that someone had been hired.
4. West Road Land Purchase - Nothing to Report.
5. Ordinance for Road Weight - Tabled.

NEW BUSINESS:

1. Ashland Ambulance Budget - Previously done.
2. 2006 Proposed Budget - Rita reported that she had figures to finalize and would try to get that finished. If so, she would mail them to the Selectpersons.

Steve asked if this (the budget) would be included in the next meeting. Rita responded whatever the Board wishes. She asked if they wish to have a work session next Wednesday. The Board agreed to have a work session on Wednesday, January 11 at 7 p.m.

SELECTPERSONS CONSERNS:

Pat asked if the scholarships had all been awarded. Rita responded that they had. Pat asked about the pressure washer in the Warrant. Rita reported that the fire department

needed to have access to their own as Public Works was usually closed when they needed to use that one.

Pat asked if there were any questions from the audience. Judy Moreau asked what the decision was from the Executive Session. She stated she believed that there should be a statement on the decision of Executive Session. The Town Manager responded the the decision was to create a policy for snowplowing. Judy stated that in regards to snowplowing, she hoped that with the high cost of diesel etc., that the people of this Town realize the roads won't be like they are in July. Steve stated the roads need to be open for emergency vehicles. Judy stated that this last storm any emergency vehicle could have gotten through. Steve reported that we don't have a policy for plowing. Rita reported that we have a procedure but not a policy. Steve agreed that we need to have something in place for the operator to follow. Judy said her complaint is the speed of the traffic on her road. She said as far as the roads are, the man who is plowing is doing an excellent job. There has never been a time when we couldn't get out of the yard. She went on to say the town needs to conserve.

Gerry Cormier reported that he has talked with an attorney at MMA about the Golf Course Road. More discussion followed. Rita will get Gerry a copy of the lease to review.

A motion was made by Steve Belanger to adjourn at 8:15 p.m. Motion seconded by Gerry Cormier. Motion carries. (Time 1 hr. 15 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
January 18, 2006
7:00 P.M.**

Call Meeting To Order

Approve Minutes of January 4, 2006 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. MMA's Input on Petition for Signs
2. Maine Local Roads Manual ~ Private Roads
3. Policy for Winter Plowing Schedule
4. West Road Land Purchase ~ Nothing to Report
5. Ordinance for Road Weight Limits - Tabled

NEW BUSINESS:

1. CEO Update
 - A. Appeals Board Meeting
 - B. Lot Size for Growth, Industrial, and Village Areas
2. Town Truck Specifications
3. MMA's Input on Fire Department
4. Stumpage Permit
5. Elected Officials Terms
6. Town Meeting Date
7. Town Hall Furnace
8. 2006 Proposed Budget

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
January 18, 2006
7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Lewis Cousins, CEO; Darey Gagnon, Grace Nason, Wilza Robertson, residents and members of the Tourism Committee; Dan Higgins, resident and Chairman of the Board of Appeals.

A motion was made by Steve Belanger to accept the minutes of the January 4, 2006 meeting as written. Motion seconded by Gerry Cormier. Motion carries.

The Treasurer's Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR:

Grace Nason, Chairperson for the tourism Committee, presented a request to the Board of Selectpersons to have an Article in the Town Meeting Warrant asking for an appropriation to assist the Tourism Committee. The Tourism Committee reorganized last year. Grace stated the request is for \$3,250. Pat asked what the money was for, and Grace stated that they were planning for the pig roast, fireworks, new brochures, removing and replacing the kiosk. There are planning to replace the map on the kiosk with one that will have numbers to correspond with the signs to show where the businesses are located. Grace wasn't sure if there would be any repairs necessary to the sign. Pat asked if the Board wished to table this to have time to think about it. Gerry said he feels that it should be left to the townspeople to vote on. Pat stated he would like to see some cost associated with this.

A motion was made by Gerry Cormier to accept the Tourism Committee's request for an Article in the Town meeting Warrant. Motion seconded by Steve Belanger. Motion carries.

Pat moved the meeting to NEW BUSINESS to cover #1. CEO Update A and B.

NEW BUSINESS:

1. CEO Update - Lewis presented the Selectpersons with copies of the Planning Board minutes for their review. He mentioned that Dan Levesque has plans to erect a tower for high speed internet. A copy of the letter sent to him asking for more information in order for the Planning Board to make their decision on his building permit application is included in the information presented to the Selectpersons.

Lewis also included a copy of the request for an appeal by Rudolfo Buitron because of the Planning Boards decision on his application to clear frontage on the lake.

A. Appeals Board Meeting - Lewis presented a brief update on what transpired at the Appeals Board Meeting. Three of the five members of the Appeals Board were present. This constituted a quorum. He reported that as the Board of Appeals was voting on Rudy Buitron's appeal, member Kathy Hoppe got up and left the meeting and the building. At that point the Town Manager presented a letter addressed to the Board of Selectpersons. Discussion followed on what transpired at the Appeals Board Meeting. (Refer to audio tape)

Lewis stated that the Board would be receiving a letter from the Department of Environmental Protection regarding the decision made by the Appeals Board. Pat asked if the Board had followed proper procedure. Pat asked if Lewis agreed with the Appeals Board decision. Lewis stated "No" because the criteria wasn't met.

Pat opened and read the letter from Kathy Hoppe and informed those present that Kathy had resigned and, from her perspective, what will transpire.

A motion was made by Gerry Cormier to accept Kathy Hoppe's resignation.

Motion seconded by Steve Belanger. Motion carries.

Pat then asked if anyone in the audience would be interested on being on the Board of Appeals. Darcy Gagnon stated that he would be interested in serving.

Pat responded that Kathy must have been taking minutes until she left the meeting. He asked the Town Manager to call Kathy Hoppe to see if she will provide minutes up to the time she left the meeting. Gerry stated that would show the process was being followed.

Gerry Cormier made a motion to put Appeals Board decision on hold until we have more information. Motion seconded by Steve Belanger. Motion carries.

Lewis stated he wanted the Selectpersons to be informed and to be aware of the letter they would be receiving.

B. Lot Size for Growth, Industrial, and Village Areas - Lewis reported that the lot size in the Growth Area is 1 acre with a 100 foot frontage; the Non Residential Area on Route 11 is 200 foot frontage otherwise 150 foot frontage; the rural area is a 5 acre minimum; and the Industrial Area is 2.50 acres with 150 foot frontage. These are for new lots.

BUSINESS FROM FLOOR:

Darcy Gagnon brought up the poor lighting conditions at the back of the building and expressed his concern for public safety. Darcy stated the existing lighting doesn't carry out from the building. Pat asked the Town Manager to contact Maine Public. She has already had Wayne Ireland of Maine Public Service Co. come look at the situation and give an estimate on cost for lighting. The light and power would cost a little more than \$20 per month with no charge for the pole.

Pat asked if Darcy was seriously considering the Appeals Board. Darcy stated he would be on the Board. **A motion was made by Gerry Cormier to appoint Darcy Gagnon to the Appeals Board. Motion seconded by Steve Belanger. Motion carries.**

OLD BUSINESS:

1. MMA's Input on Petition for Signs - The Town Manager reported that she had contacted MMA's legal department and Attorney Richard Flewelling had stated that the Selectpersons have exclusive authority on this. Pat stated he feels they have already made a decision. He asked for the other Selectpersons' input. Gerry and Steve agreed that they should stand by their decision to leave the signs up.
2. Maine Local Roads Manual ~ Private Roads - The Town Manager presented information on private roads, maintenance and plowing, to the Selectpersons as informational only and where the Town stands on private ways.
3. Policy for winter Plowing Schedule - Rita stated she has not had an opportunity to work on this. She has, however, provided a copy of the Standard Operating Procedures and Public Works Job Description. Discussion followed on F/T employee starting the process and P/T taking over when F/T needs to take a break. Gerry had questions on the date of the S.O.P. Since Rita didn't have a copy of the original she was unable to address the changes. She stated she would pull the file and have the information for the next meeting. Gerry went on to create policy and procedure for winter plowing. He stated there should be #2 in the S.O.P. stating who starts plowing, when to start, how many hours, and who to call when sick or back up is needed. Further discussion followed on Vaughn's hours. (Refer to audio tape) Pat asked that Rita put this on paper and see that Vaughn gets a copy. There are some issues that need to be addressed. Snow removal is priority.
4. West Road Land Purchase ~ nothing to report.
5. Ordinance for Road Weight Limits ~ Tabled

NEW BUSINESS:

1. CEO Update - Previously done.
 - A. Appeals Board Meeting
 - B. Lot Size for Growth, Industrial, and Village Areas
2. Town Truck Specifications - Tabled
3. MMA's Input on Fire Department - The Town Manager reported that she had contacted MMA Legal Department and the attorney's input was that since the fire department is not a separate entity, incorporated, and handle their own funding, it comes under a department of the Town. The Town Treasurer handles their funds so they should be handled as any other department of the Town.
4. Stumpage Permit - The Board reviewed the 2006 Stumpage Permit and signed it. Pat asked that Rita contact Laura Audibert to inquire on the next work area.

5. Elected Officials Terms - Rita reported that MMA's Legal Department's attorney stated that elected officials terms hold over until successor is sworn in unless the Towns charter states otherwise.

6. Town Meeting Date - MMA's Legal Department's attorney stated that the Selectpersons have the right to set the date for Town Meeting.

7. Town Hall Furnace - Requests for estimates for new heating system have been placed.

8. 2006 Proposed Budget - Work session scheduled for Tuesday, January 24 at 6:30 p.m.

SELECTPERSONS CONCERNS:

Pat - Ski trail. Trail, ^{off West Rd. R} needs to be marked first and then have the Portage Lakers Snowmobile club drag the trail. Trail should be marked for skiers only. Pat had an individual ask if the Town would cover the cost of the fuel to drag the trail. ^{on the School Lot. ES} Perhaps the money in the recreation account could be used.

Rita reported that she would like to see that money used to replace the slide. It needs to be removed before someone gets hurt on it. Pat suggested removing it as soon as we can reach it.

A motion was made by Steve Belanger to adjourn at 9:30 p.m. Motion seconded by Gerry Cormier. Motion carries. (Time 2 hrs. 30 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
February 1, 2006
7:00 P.M.**

Call Meeting To Order

Approve Minutes of January 18, 2006 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Policy for Winter Plowing Schedule
2. Town Truck Specifications
3. Fire Department's 2006 Budget
4. Appeals Board Meeting and Follow Up By DEP
5. West Road Land Purchase ~ Nothing to Report
6. Ordinance for Road Weight Limits ~ Tabled

NEW BUSINESS:

1. Portage Hills Country Club Request - Bill Nemer
2. Portage Lake Walking Trail Association Request
3. Door Services Proposal for Sand Shed
4. Aroostook Internet Request
5. Town Hall Furnace
6. Town Office Closed for Upgrades Feb. 8

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

February 1, 2006

7:00 P.M.

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Corinne Routhier, Walking Trail Association; Gary Hafford, Resident; Bill Nemer, President of Portage Hills Country Club (PHCC); Dave Bolstridge and Brian Cote, Fire Chief and Captain; Vaughn Devoe, Public Works Director.

The minutes of the January 18, 2006 meeting relating to Old Business #2 and #3, were questioned by Gerry Cormier. **A motion was made by Gerry Cormier to table the minutes until the end of the meeting. Motion seconded by Steve Belanger. Motion carries.**

BUSINESS FROM FLOOR: Resident, Gary Hafford, expressed concerns on the snowmobiles crossing at the end of his driveway creating a ridge of ice. He reported that he talked to Glenn Cusack about moving the trail. Gary fears for the safety of the sledders as he can't see them when leaving his driveway because a large tree blocks his view. Pat stated he wasn't familiar with the ruling on this. The Town Manager stated that she isn't aware of any documentation relating to this, either. Pat asked the Town Manager to speak with Glenn Cusack and Jim Fahey for trail crossings. Gerry stated that they would probably send a letter to Mr. Hafford to let him know what transpires.

NEW BUSINESS:

2. Portage Lake Walking Trail Association Request – Corinne Routhier reported the Walking Trail Grant was applied for in December. The results of that application won't be known for a month or so. The Association is in the process for raising money for the matching portion of the grant. We are asking the Town for an article in the warrant for \$1,000 towards building the walking trail. Pat asked for the amount requested in the grant. Corinne responded \$34,000. Pat would like to see something on paper to show where the trail is and what the outcome will be before they start allotting money. Corinne will get that information for the Board, and will be prepared to answer questions asked at Town Meeting. Pat stated that they would make a decision at the next meeting.

1. Portage Hills Country Club Request – Bill Nemer asked, on behalf of the Country Club, for tax abatement on the land for the golf course. He stated that because of the ongoing cost of running the golf course, we (PHCC) would also like to have an article in the warrant to see if the townspeople will vote to give PHCC \$2,500 for operational costs. **A motion was made by Steve Belanger to give the Portage Hills Country Club an abatement on the tax on the land. Motion seconded by Gerry Cormier. Motion carries.**

Gerry Cormier made a motion to accept an article in the warrant for \$2,500. Steve Belanger seconded the motion. Motion carries.

OLD BUSINESS:

3. Fire Department's 2006 Budget – Dave Bolstridge asked to have another \$3,700 put in his budget. He stated that after wages he only has \$3,300 to operate on for six months. Pat stated that he had questioned where wages come in and it's always at the end of the year. Discussion followed on the six month budget and when the wages would be paid. A new budget will be done in July for the remainder of 2006 and the first six months of 2007. Dave asked about the amount requested for the computer. Discussion followed on the existing computer and getting on the internet in order for the department to send reports and take tests. The Board recommends that Dave bring in the requirements for a computer and they will order the computer for them. The Town Manager asked that the Selectpersons review the figures in the Fire Departments budget. She wants to make sure that she has the same figures that the Board is considering. Her figures do not include the computer. Dave stated the department also needs 150 feet of new hose to replace some sections that are leaking. Steve Belanger recommends adding the \$1,500 back into the fire departments budget.

1. Policy for Winter Plowing Schedule - **A motion was made by Gerry Cormier to go into Executive Session as of 1 M.R.S.A. P 405 (6) (A). Motion seconded by Steve Belanger. A motion was made by Gerry Cormier to come out of Executive Session at 7:55 p.m. Motion seconded by Steve Belanger. Motion carries.**

2. Town Truck Specifications – The Board discussed that they would be looking for a pick up to replace the Ford. Vaughn suggested that if the Board was going to get a two wheel drive pick up that they get one with a positive traction rear end. Vaughn asked that they keep in mind that the tank he uses to thaw culverts holds 250 gallons of water at 8 pounds per gallon.

NEW BUSINESS:

3. Door Services Proposal for Sand Shed – The Town Manager gave the board a copy of the proposals made by Door Services and asked Vaughn to explain what had happened to the door. Vaughn went over the proposals (one for replacing and one for repairing) with the Board. Discussion followed on the location of the door that was removed. Steve will get information about the door at the mill.

OLD BUSINESS:

4. Appeals Board Meeting and Follow Up by DEP – Pat asked if the Town Manger had succeeded in getting the minutes from Kathy Hoppe. She replied she had and presented copies of the letter from DEP to the Selectpersons. Lewis stated he had copies of Kathy's minutes and also those taken by Cherry Danker. The Board read the letter from DEP and discussed what is allowed for a path to the lake. Lewis informed the Board of what is allowed. Pat asked if the applicant was aware of what he can or can't do. Lewis stated he had sent a letter to Mr. Buitron to the effect. Pat asked how the Board felt about DEP's ruling. Lewis recommended notifying the Appeals Board to have them meet again and make the proper decision. The number of members to have a legal meeting was questioned. Lewis stated that the new ordinance changed the number of members required (3) for a majority. Pat directed the Town Manager to send a copy of the letter

from DEP to Dan Higgins along with a letter stating that the Selectperson's agree fully with DEP's decision, and they recommend the Appeals Board review the hardship criteria, then re-hear the variance request and find in the favor of the ordinance.

Lewis had questions regarding the items on the agenda referring to Aroostook Internet's Request. Gerry stated that would be brought up during executive session.

A motion was made by Gerry Cormier to go into Executive Session according to 1 M.R.S.A P 405 (6) (A). Motion seconded by Steve Belanger. Motion carries.

A motion was made by Steve Belanger to come out of Executive Session at 8:55 p.m. Motion seconded by Gerry Cormier. Motion carries. Rita stated (for the record) that "in the memos I sent to Mike Levesque and Mike Cote that I acted independently of the Board of Selectpersons." Pat stated that decisions made from executive session concerning the golf course lease were that letters would be sent out tomorrow (February 2) and phone calls would be made to Mr. Levesque and those members. Lewis would be informed before the Planning Board Meeting so that he can work with them at their meeting. Gerry expressed his thoughts on the people who set this up years ago had, and he thinks, as Selectmen, we need to uphold what their purpose was and that was to make it recreational. Pat has reviewed the folder on the golf course. The Selectpersons agree that they understand the intention of the lease was for recreational purposes. **A motion was made by Steve Belanger that the Board follows the original lease and enforce that the land is used for recreational purposes only and not for business ventures. Motion seconded by Gerry Cormier. Motion carries.**

5. Town Hall Furnace – The Town Manager reported that she has not yet received any estimates. Irving and Daigle Oil Companies had been in to look at the present system.

6. Town Office Closed for Upgrades February 8 – The Town Manager reported that the office would be closed one day in order to convert to the Windows version of the software program.

Pat asked if Rita had received any information from Laura on the harvest. Rita has not received anything to date. Pat clarified the request in the minutes of the January 18 meeting for reimbursement for gas for grooming the ski trails. Claude Plourde mentioned that donations were not coming in.

Steve asked about the lighting and when Maine Public would do this. Rita does not have a date.

Gerry has questions on the minutes of the January 18 meeting under Old Business #2 and #3. Rita will listen to the tape again and re-do the minutes for that meeting. Gerry stated the minutes need to be summarized and not in detail.

SELECTPERSONS CONCERNS:

Gerry – Directive given last meeting to change to MFX and AINOP to one provider. The Town Manager reported that the amount paid to MFX is for limited minutes where the

amount paid to AINOP is unlimited. To have the fire department connected to the internet would be an additional \$9.95 per month. Discussion followed on what would be required for the fire department to be able to do their reports on line and what is needed for a computer. Pat suggested Rita contact the person she has for the office to see what can be done.

The Town Manager presented information to Pat for a lottery for the use of a radar trailer that displays vehicles speed as they approach the trailer. Discussion followed on what information could be obtained from this unit. The Board believes this would be good for the Town and directed Rita to apply for it.

The Town Manager asked who the Selectpersons wanted to dedicate the Town Report to this year. Rita suggested Mr. Gagnon as the Towns' oldest citizen. Discussion followed. Pat suggested Rachel Stevens. Gerry agreed and stated that she started her teaching career in this building. The Board agrees that Mr. Gagnon would be recognized as the oldest citizen and receiving the cane. The book would be dedicated to Rachel Stevens for a life of service in education.

Gerry asked about the date for the Budget Committee Meeting. Rita responded that the committee would be the same as last year and the meeting will be Thursday, February 16, at 6:30 p.m. Gerry asked if there would be time after the next meeting to finalize the budget. Discussion followed on requests from various organizations for financial assistance. Pat would like more information on costs before making a recommendation on the articles.

Pat would like to have the fire department, or their officers, meet with the Board of Selectpersons to discuss their budget at a regular meeting of the Selectpersons.

A motion was made by Gerry Cormier to adjourn at 10:15 p.m. Motion seconded by Steve Belanger. Motion carries. (Time 3 hrs. 15 min.)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
February 15, 2006
7:00 P.M.**

Call Meeting To Order

Approve Minutes of January 18 and February 1, 2006 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Aroostook Internet – Dan Levesque
2. Portage Lake Walking Trail Association Request
3. Appeals Board Meeting and Follow Up by DEP
4. West Road Land Purchase Update
5. Sand Shed Door Repairs
6. Business Requests for Appropriation
7. Town Hall Furnace – Nothing to Report
8. Ordinance for Road Weight Limits - Tabled
9. Policy Winter Plowing Schedule

NEW BUSINESS:

1. Dedication Request – Anita Theriault
2. 2006 Budget Review

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
February 14, 2006
7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Darey Gagnon, Jeanne Long, Anita Theriault, Bonnie and Brian Condon, Corrine Routhier, John Gagnon, Angie Burton, Greg Cyr, Kathy Gagnon, Maryann Caron, Jeannie Jones, Residents; Dan Levesque, Resident and Owner of Aroostook Internet; Don Theriault and Eric Warren, Technicians for Aroostook Internet; Bill Nemer, Portage Hills Country Club President; Sarah Brooks, Nashville resident.

A motion was made by Steve Belanger to table the minutes until those present have been heard. Motion seconded by Gerry Cormier. Motion carries.

OLD BUSINESS:

1. Aroostook Internet - Pat gave a brief update to those present on the Board of Selectpersons decision to agree with the original lease stating that the property is to be used for recreational purposes only and won't allow a tower to be built there. Dan Levesque stated he understands the Board wanting to abide by the forefathers wishes. He showed where the tower would be built if allowed. He asks the Board to reconsider their decision on the sub lease for the tower. He stated he asked Bill Nemer as President of the Portage Hills Country club to be present to answer questions. Bill stated that the directors believe they were within their rights to sub lease. Dan stated he has a petition to present to the Board should they decide not to make an exemption. Discussion followed with input from the residents present stating that this is a positive move for the town. Discussion followed on the length of time from the original lease until now and how it is a binding contract. (Refer to audio tape) Dan appealed to the Board to grant the exemption he needs to go forward. **Gerry Cormier made a motion that we look into the legal aspect of amending the lease agreement with PHCC as soon as possible. If not within two weeks, Mr. Levesque has the right to use the petition to take it to the voters. Motion seconded by Steve Belanger. Motion carries.** Dan Levesque thanked the Board for their time and left the meeting.

NEW BUSINESS:

1. Dedication Request – Anita Theriault asked the Selectpersons to consider dedicating the Town Report to Pearl Soucy. Pat stated that a selection has been made for this report. Another report will be done in June and it can go in that report.

OLD BUSINESS:

2. Portage Lake Walking Trail Association Request – Pat stated that Corrine Routhier had requested an Article in the Town meeting Warrant asking for \$1,000 to help with the walking trail. Corrine presented an estimate for materials and matching grant funds for the trail. **Gerry Cormier made a motion to put an Article in the Town Meeting Warrant for \$1,000 for the Walking Trail. Steve Belanger seconded the motion. Motion carries.**

BUSINESS FROM FLOOR:

Sarah Brooks, resident of Nashville Plantation, asked if the Town was going to do anything with the Civil War information that she had shared with the Board at a previous meeting. Pat stated that we are looking at an update for the Honor Roll. Sarah thought it should be mentioned that Portage Lake only had 1 man left in town. Sarah thanked the Board for their time and left the meeting.

OLD BUSINESS:

5. Sand Shed Door Repairs – Discussion on items to purchase for the doors and how this would be installed. Steve recommends a ladder or staging to put up brackets. The board will get 2 or 3 men to help put the doors up.

6. Business Requests for Appropriation – The Town Manager presented information she had found in the golf course folder regarding appropriating money for a private business or club. Pat directs Rita to contact Maine Revenue Service to see if the law has changed.

7. Town Hall Furnace – Nothing to report.

8. Ordinance for Road Weight Limits – Tabled

NEW BUSINESS:

1. Dedication Request – Anita Theriaullt – Previously done.

2. 2006 Budget Review - The Board reviewed the proposed budget. Pat reminded Rita of the article for dogs on the playground beside the beach.

A motion to adjourn was made by Steve Belanger to go into Executive Session for a personnel matter per 1 M.R.S.A. P 405 (6)(A). Motion seconded by Gerry Cormier. Motion carries. A motion was made by Gerry Cormier to come out of Executive Session. Motion seconded by Steve Belanger. Motion carries. Time 10:30 p.m.

SELECTPERSONS CONCERNS: None

Pat asked about the cover for the Town Report. Steve suggested a picture of dogs when the CAN AM race came into town. Pat said if there was nothing else, a plain cover would do.

A motion was made to adjourn at 10:55 p.m. by Gerry Cormier and seconded by Steve Belanger. Motion carries. (Time 3 hrs. 55 min.)


APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

February 26, 2006

MEMO TO: Portage Lake Board of Selectpersons

FROM: Rita M. Sinclair, Town Manager

RE: 1. Information received from Richard D. Solman, the Town's attorney.
2. Articles for Town Meeting Warrant

1. Input from Attorney Solman

2. Please note anything in bold needs your input. I want to make sure that the amounts requested and recommendations are correct. If at all possible, please call me before 4:30 p.m. on Wednesday with any changes so that I can have the final Warrant ready for signatures. I have not found any other requests for articles in the warrant besides the one for dogs on the playground by the beach. If you can think of any, please let me know.

Also, Pearl Soucy is going to have major surgery before the next Town Report will be published. I believe this is part of the reason Anita Theriault brought the dedication to the Selectmen. In years past there have been Town Reports with more than one dedication in them. Would the Board consider doing this for this report? Please let me know.

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
March 1, 2006
7:00 P.M.**

Call Meeting To Order

Approve Minutes of January 18 and February 15, 2006 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Legal Input on PHCC Lease
2. Aroostook Internet -- Dan Levesque
3. Appeals Board Meeting and Follow Up -- Lewis Cousins
- ~~4.~~ Sand Shed Door Repairs
- ~~5.~~ Town Hall Furnace -- Nothing to Report
- ~~6.~~ Ordinance for Road Weight Limits
- ~~7.~~ Dedication Request

NEW BUSINESS:

1. Assessors Notice
2. 2006 Budget Review
3. Executive Session Personnel Matter per 1 M.R.S.A. P 405(6)(A)

SELECTPERSONS CONCERNS:

**TOWN OF PORTAAGE LAKE
SELECTPERSONS MEETING
March 1, 2006
7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Dan Levesque, resident and owner of Aroostook Internet; Brian & Bonnie Condon, Jeanne Long, Missy Boutot, Angie Burton, and Greg Cyr, residents; Bill Nemer, President of PHCC; and Lewis Cousins, Code Enforcement Officer.

A motion was made by Steve Belanger to table the minutes of the previous meetings until after those present have been heard. Motion seconded by Gerry Cormier. Motion carries.

A motion was made by Gerry Cormier to go into Executive Session per 1 M.R.S.A. P 405(6)(E) to discuss information received from legal counsel. Motion seconded by Steve Belanger. Motion carries. Time 7:10 p.m. A motion was made by Gerry Cormier, and seconded by Steve Belanger, to come out of Executive Session. Motion carries. Time 7:20 p.m.

Pat updated those present on the need to address a matter tabled at last meeting which was the agreement between PHCC and the Town of Portage Lake concerning an amendment or an exemption. Gerry Cormier presented information from the attorney that the lease can be amended. The Board would enter into negotiations with PHCC to amend the lease to make an exemption. Dan Levesque asked that the exemption, or amendment, be kept simple and be processed as expeditiously as possible. Pat stated that basically, the Board of Selectpersons will grant PHCC permission to have a sub-lease with his company. **A motion was made by Gerry Cormier to go into negotiations with the Portage Hills Country Club and look at amending, redesigning, or making an exemption to their lease and it will be a legal contract. Motion seconded by Steve Belanger. Motion carries.** Greg Cyr gave a brief history on how the lease went from the Portage Lake Development Corporation to the Portage Hills Country Club. Pat asked Bill when he would be able to meet with the Selectpersons. He asked that Bill contact Rita as soon as he was ready to meet. Dan Levesque thanked the Board for their time and left the meeting.

OLD BUSINESS:

3. Appeals Board Meeting and Follow Up – Lewis Cousins briefed the Board that he had received a letter from Rich Baker, who is supervisor for DEP in this area. He is backing up what Marc Russell had advised the Appeals Board. Lewis reported that Danny Higgins, Chairman of the Appeals Board, had written a letter to Senator John Martin regarding this appeal. Mr. Martin has not responded to that letter. Pat asked if another

meeting had been scheduled. Lewis stated that Danny did not feel another meeting was necessary, but that he (Lewis) will schedule one. Lewis wanted to make sure the Board understood the decision made by the Planning Board regarding the permit from Dan Levesque. Their decision was contingent on the Selectpersons decision on the sub lease. The Board thanked Lewis and he left the meeting.

The meeting was returned to the regular order of the agenda.

A motion was made by Gerry Cormier to accept the minutes of the January 18, 2006 meeting as written. Motion seconded by Steve Belanger. Pat Raymond asked that it be added that the reimbursement requested was to cover the cost of fuel ~~for~~ for the ski trail on the School Lot. Motion carries.

A motion was made by Steve Belanger to accept the February 15, 2006 meeting minutes as written. Gerry Cormier seconded the motion. Motion carries.

The Treasurer's Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. Legal Input on PHCC Lease – Previously done.
2. Aroostook Internet – Dan Levesque – Previously done.
3. Appeals Board Meeting and Follow Up – Previously done.
4. Sand Shed Door Repairs – The Town Manager reported that Vaughn has asked for the Boards input on the shed doors. The Town has no staging and Vaughn can not do the repair from a ladder. Steve Belanger offered the use of the staging at the mill and that he would deliver it when ready. Discussion followed on how the door could be set back onto the track.
5. Town Hall Furnace – Nothing to report.
6. Ordinance for Road Weight Limits – The Town Manager presented the ordinance for the Boards review. It was decided to omit (F) from Section 4 and all of Section 5 relating to permits. This will be reviewed at the next meeting.
7. Dedication Request – The Selectpersons agreed to include Pearl Soucy in the Annual Report dedication or recognition.

NEW BUSINESS:

1. Assessors Notice - The Town Manager presented the Assessors Notice for signatures. This will be included in the Town Report.

2. 2006 Budget Review – The Town Manager apologized for the error. This item should be Warrant Review, not Budget Review. Steve noted a change for the beginning date for the new fiscal year. With this change, the Warrant will be ready for the Town Report. The Selectpersons signed the Warrant.

3. Executive Session Personnel Matter per 1 M.R.S.A. P 405(6)(A) – **A motion was made to go into Executive Session per 1 M.R.S.A. P 405(6)(A) by Steve Belanger to discuss a personnel matter. Motion seconded by Gerry Cormier. Motion carries. Time 8:40 p.m. A motion was made to come out of Executive Session by Steve Belanger and seconded by Gerry Cormier. Motion carries. Time 8:55 p.m.**

SELECTPERSONS CONCERNS:

Steve Belanger – Plowing for Can Am. Rita reported that the only thing Public Works did was mark the openings so that a private individual could do the plowing.

Pat Raymond – reported that he had received letter from Judy Moreau and shared it with the Board. He stated he would respond to Judy's questions and send copies of it to the Selectmen.

A motion was made to adjourn at 9:10 p.m. by Steve Belanger. Motion seconded by Gerry Cormier. Motion carries. (Time 2 hrs. 10 min.)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

MEMO TO: Portage Lake Board of Selectpersons

FROM: Rita M. Sinclair, Town Manager

DATE: March 9, 2006

RE: MEETING WITH PORTAGE HILLS COUNTRY CLUB DIRECTORS

Bill Nemer, President of the PHCC, has asked to meet with the Selectpersons in order to review the lease and make an amendment, or exemption, to the existing lease. If 6:00 p.m. prior to the 7:00 p.m. Selectpersons Meeting on March 15 is acceptable, please let me know by Monday the 13th.

I also received a telephone call from the Town's attorney on Thursday, March 2, 2006 stating he had made an error in questioning the reassignment of the lease. He realized it was a name change only and a reassignment was not necessary.

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
March 15, 2006
7:00 P.M.**

Call Meeting To Order

Approve Minutes of March 1, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Update on PHCC Lease
2. Ordinance for Road Weight Limits
3. Town Hall Furnace
4. Sand Shed Door Repair

NEW BUSINESS:

1. Back Hoe Tires
2. Transportation Project Requests
3. MDOT Project Agreement
4. Land Management Letter
5. Quote for Out Sourcing Tax Bills
6. Audit Report for 2005

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
March 15, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Bill Nemer, President, Ron Grover, Vice President, Mike Cote, Treasurer of the PHCC, Joel Hall, Alan Weissman, Angie Burton, Illegible signature, Directors; John Thyng, Dan Levesque, Members of Portage Hills Country Club; Greg Cyr, Barbara Pitcairn, Rueben Caron, Roland Caron, citizens of Portage Lake.

A motion was made by Gerry Cormier to table the order of the Agenda until the business with Portage Hills Country Club has been taken care of. Motion seconded by Steve Belanger. Motion carries.

The meeting proceeded to # 1. Update on PHCC Lease under **OLD BUSINESS.**

Pat Raymond stated that the Selectpersons had a few questions, one of which was answered when he received a copy of the By-laws of the Portage Hills Country Club. Bill Nemer stated the representatives of the PHCC were there in case there were any questions from the Board in regards to the lease with the Town of Portage Lake. Dan Levesque stated that he would like to be able to start on the tower as soon as possible. Discussion followed (refer to audio tape of 3/15/06) on the stipulations on the tower. Gerry Cormier asked how the membership felt about this. Bill Nemer stated that the Directors were within their rights to make this decision according to Article 8 of the By-laws.

Gerry Cormier stated his concern for the Town should the golf course fail. Barb Pitcairn expressed concerns about the legality of the sub lease and what could possibly transpire with other business ventures.

Pat Raymond made suggestions to what would be stated in the amendment to the lease. The change in the lease is between the PHCC and the Town. Stipulations would be as follows: (a) One time exemption to Portage Hills Country Club to allow them to sub lease to Aroostook internet; (b) no subleasing, no additions or expansions, (c) dimensions of tower stated, (d) no changes to sublease without prior negotiations with the Town, (e) if PHCC dissolves, lease would have to be renegotiated with the Town until 2018, (f) if Aroostook Internet sells, the sub lease becomes null and void.

A directive was given to the Town Manager to write a letter of intent to Dan Levesque of Aroostook Internet so that he can proceed. The information will be sent to the Towns attorney to have him draft the amendment.

At this point Bill Nemer thanked the Board of Selectpersons for their time and those present for the Portage Hills Country Club left the meeting. The meeting was returned to the order of the Agenda.

A motion was made by Gerry Cormier to approve the minutes of the March 1, 2006 meeting as written. Motion seconded by Steve Belanger. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Update on PHCC Lease – Previously done.
2. Ordinance for Road Weight Limits – The ordinance was reviewed and signed by the Selectpersons
3. Town Hall Furnace – This will be reviewed at the next meeting.
4. Sand Shed Door Repair – The Town Manager reported that the parts were in for the sand shed door and the staging is needed in order to proceed.

NEW BUSINESS:

1. Back Hoe Tires – The Town Manager reported that the tires are worn out on the back hoe. The cheaper tires were purchased last time and have lasted two years compared to the more expensive tires purchased in 1998 that lasted five years. Prices were presented from Highway Tire and Hogan Tire. After reviewing those, Pat recommended getting prices from Houlton tire to see how they compare.
2. Transportation Project Requests – The Town Manager presented paperwork to update priorities for MDOT for the Board to review. She suggested projects for MDOT to review for consideration. The Rt. 11 paving project is a priority. Then the local projects would be the rail crossing on West Road and Cottage Road, and the lack of a pedestrian crossing on Rt. 11 by Coffins Store. The Board agreed to these projects.
3. MDOT Project Agreement – This Agreement is required by Maine Statutes and states that the municipality will permit heavy equipment to travel over Town ways. The Board reviewed and signed the Agreement with MDOT.
4. Land Management Letter – The Town Manager presented a letter from John Cole, Irving's Forest Manager, stating the duplication of services of Irving's Foresters and the Town's forester, Laura Audibert. The Board discussed (refer to audio tape of 3/15/06) this situation and extended an invitation to Mr. Cole to attend the April 5, 2006 meeting. Pat shared his idea of assembling a group to work with Laura Audibert for managing the

Towns forests. Other Selectpersons agreed that his is a good idea. Pat will pursue finding individuals interested in joining this group.

5. Quote for Out Sourcing Tax Bills – The Town Manager presented figures for having Hygrade Business print and send the tax bills compared to the cost of the office doing it. Rita explained that this June will be a busy time for the office. **Steve Belanger made a motion to have Hygrade Business do the six month tax bills. Gerry Cormier seconded the motion. Motion carries.**

6. Audit Report for 2005 – The Town Manager presented the auditors reports for the Selectpersons to review at their leisure. She reported she noticed some errors and had faxed the printout of the accounts to him. She had also discussed this with him by phone and he assured her the corrections would be made, but were not. Steve Belanger noted a discrepancy with fire department equipment. Rita would like to go to bid for auditing services.

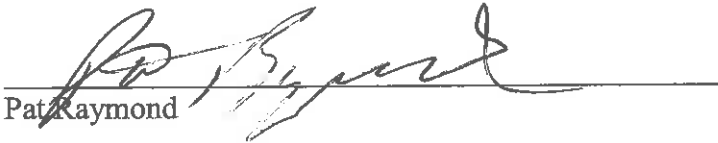
SELECTPERSONS CONCERMS:


Gerry Cormier – Sign coming into Portage from the south. The cross bar is rotted and needs to be replaced. Rita will have Vaughn take care of this.

Pat Raymond – Individuals wanting copies of Town information. Request needs to be in writing. Time allowed to make copies. Individuals have no right to lease agreements or letters from attorneys to Town. The Town is not financially obligated to provide copies. Charge .25 to \$1 per copy, per page. Memo to Kathy for office procedure for copies.

A motion was made by Steve Belanger to adjourn at 9:20 p.m. Motion seconded by Gerry Cormier. Motion carries. (Time 2 hrs. 20 min.)

APPROVED:


Pat Raymond

Gerry Cormier

Steve Belanger

March 24, 2006

MEMO TO: Portage Lake Board of Selectpersons

FROM: Rita Sinclair, Town Manager

RE: Fire Department Donations – a heads up before Town Meeting.

It has recently been brought to my attention that a donation was made to the Portage Lake Fire Department for burning a building. This amount was to be divided equally with the Ashland Fire Department as they assisted in the burn. Mr. Barnard, with Town Report in hand, came into the office and asked why this amount wasn't shown in the Fire Department budget. He wasn't upset, just concerned. He had been told not to give the donation to me as "the department would never see it." I took that to mean that it would go to the Surplus Account.

Since then, I found out that the money was used for the Fireman's Annual Supper Meeting and that Ashland had received their share. It is common for fire departments to receive donations for various services rendered. I'm not sure why the department, or whomever, feels that their donations can not go through the Town and have the expenses for their gatherings paid out of that account. Without this accountability I have no way of knowing about donations and, quite frankly, was surprised to find this out in this manner.

I wanted to make sure that you know this is apt to be brought up at Town Meeting when the Article relating to the Fire Department comes up. It may be something the Board would want to address at another time.

If you have questions or concerns, please call me or stop by the office.

**TOWN OF PORTAGE LAKE
ASSESSORS MEETING
&
SELECTPERSONS MEETING
April 5, 2006
7:00 P.M.**

ASSESSORES MEETING

Call Meeting To Order

Review & Revise Lists of Estates Taxable in the Town of Portage Lake

Adjourn

SELECTPERSONS MEETING

Approve Minutes of March 15, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Irving Woodlands Duplication of Services – John Cole
2. Update on PHCC Lease Amendment
3. Town Hall Furnace Quotes
4. Sand Shed Door Repair
5. Back Hoe Tires

NEW BUSINESS:

1. PHCC Letter of Waiver & Liquor License Application
2. Portage Lake Tourism Update
3. Fire Department Inquiry (Possible Executive Session per 1 M.R.S.A. P405(6)(A))
4. Nashville Plantation Request
5. Public Works Concerns
6. Road Side Sweeping Proposal
7. Appointment of Clerks
8. Scholarship Request
9. Office Closed 10 A.M. to 2 P.M., Friday, April 7

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
ASSESSORS MEETING
&
SELECTPERSONS MEETING
April 5, 2006**

The Assessors Meeting was not addressed as there was no one present to request a review or revision of their tax lists.

The Selectpersons Meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger, Selectperson; Rita Sinclair, Town Manager; John Cole, Planning Forester for Irving; Darcy Gagnon, Wilza Robertson, and Grace Nason, Portage Lake Tourism Committee; John Robertson and Brad Boutot, Portage Lake Firemen; Dave Bolstridge, Chief of the Portage Lake Fire Department.

A motion was made by Steve Belanger to accept the minutes of the March 15, 2006 meeting as written. Motion seconded by Pat Raymond. Motion carries.

A motion was made by Steve Belanger to table all other business until those present have been heard. Motion seconded by Pat Raymond. Motion carries.

#1 under **OLD BUSINESS:** Irving Woodlands Duplication of Services – John Cole, Planning Forester for Irving, reported that he wanted to introduce himself and talk about the forestry industry in general and some of the concerns that come up. Portage is the only town that Irving pays for external cost for the Portage Town Forester, Laura Audibert. Looking at her invoices, she is not doing anything out of the ordinary or out of her realm. Irving is satisfied with her work. Mr. Cole feels that there should be a cost sharing for some of Laura's roles or to save some money to have Irving foresters to take on some of her roles. He stated he was new to the area and to the management of the town. He would like to know what could be done next to settle some of the issues. Pat Raymond mentioned the history of management from prior owners of woodlands within Portage Lake boundaries and that Laura was always involved. Over the years she has gathered a sense of what the town wants and the concerns the town has for forest management. Pat stated that Laura is very conservative, which we like. Pat stated he understands the concerns about duplicating services. Mr. Cole talked about the management plans for forestry issues and non forestry issues. He sees some savings on splitting the operations. Perhaps an outline for the town forester and Irving's roles and responsibilities would be a solution. He wants to make sure the town is aware that Irving is very capable of fulfilling the requirements of the land management plan. Pat stated he was under the assumption that Laura was assigned a contractor, that she was responsible for the set up. Mr. Cole stated that they always have a company forester on site. Irving has operations in other towns where prescriptions differ from Irving's and they have to go with the owners prescriptions.

Pat asked what Mr. Cole thought about pre commercial thinning. Mr. Cole thinks it is beneficial and should be done on the town lot. More discussion followed on what

had transpired in the past with the thinning program. Pat mentioned the Tree Farming Plan, a forestry group being developed to oversee trails and the pride we have and know what is being done. The Townspeople are just beginning to realize that there are positive notes working with Irving. Mr. Cole would like to step up some of the things that Laura does on the operational level. They will get some figures together to present to the Board. Mr. Cole thanked the Board for their time and left the meeting.

#2 under **NEW BUSINESS:** Portage Lake Tourism Update – Grace Nason presented a letter that, upon Board approval, will be sent to all businesses in Portage Lake informing them of free advertising. The Selectpersons think it is a good idea. This will also give a list of businesses for Tourism records. Grace reported that they are preparing for the annual Pig Roast and would like to include a sawdust scramble, ATV demonstration, craft fair, and a book signing. There will be a parade on the Sunday following the Pig Roast. They will be sending out letters asking for donations to assist with items needed for the Pig Roast. Darcy Gagnon reported that people were showing interest in a pavilion in the old artesian well park. He asked what the Boards feelings were on this. He went on to describe the pavilion as having a cement floor with open sides and a roof. This could be used for gatherings such as receptions, family reunions, as well as town activities.

Pat asked who was looking after the Honor Roll in the Town Square. Rita responded that she was trying to get this updated.

#3 under **NEW BUSINESS:** Fire Department Inquiry – Pat reported there are questions regarding contributions to the Fire Department. All contributions should come through the town office so it can show on the books. Discussion followed on what transpired with donations to the fire department in the past and how it needs to be handled today. Discussion followed on the Road Weight Limit Ordinance that recently went into effect and how it prevented the fire trucks from doing training burns because of the weight of the loaded tanker truck. The Board agreed that the ordinance allowed the trucks to go in an emergency. Discussion was brought up again regarding the donations to the fire department. (Refer to audio tape of April 5, 06) Dave Bolstridge left the meeting at this point. Pat asked Brad Boutot if he would write a letter to Mr. Barnard thanking him for his donation. Brad agreed to do this. *Pat also asked to include the amount of the donation made by Mr. Bernard. As per Pat Raymond*
Pat returned the meeting to the regular order of the agenda.

OLD BUSINESS:

2. Update on PHCC Lease Amendment – The Town Manager presented a draft of the amendment to the lease for Attorney, Richard Solman. While the Board discussed the draft, the Town Manager asked to be excused. The Board reviewed the draft and made changes. The Town Manager will see that these changes are made by the Towns' attorney.

Pat noticed that The Town Manger was not well and decided to act on only the necessary items in order to adjourn the meeting. The remainder of the items on the agenda will be taken at the next meeting.

4. Back Hoe Tires – The Board reviewed the prices submitted by Public Works Director. **A motion was made by Steve Belanger to accept Houlton tire prices for tire for the back hoe. Motion seconded by Pat Raymond. Motion carries.**

NEW BUSINESS:


1. PHCC Letter of Waiver & Liquor License Application – The Application was reviewed and signed by the Selectpersons.

7. Appointment of Clerks – The Town Manager presented a list of ballot clerks for appointment by the Selectpersons. After reviewing the list, **a motion was made by Steve Belanger to appoint the individuals on the list. Pat Raymond seconded the motion. Motion carries.** (List added to the minutes.)

OTHER: A motion was made by Steve Belanger to appoint Rita Sinclair, Town Manger, as Emergency Management Director. Pat Raymond seconded the motion. Motion carries.

A motion was made by Steve Belanger to adjourn at 8:45 P.M. Motion seconded by Pat Raymond. Motion carries. (Time 1 hr. 45 min.)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

We, the municipal officers of The Town of Portage Lake appoint the attached list of election clerks to serve at the voting place during the time the polls are open and as counters after the polls close.


Patrick Raymond

Gerard R. Cormier


Stephen Belanger

Dated: March 23, 2006

Ballot Clerks
Town of Portage Lake
March 2006

Democrats

Lou Sandy Boutot
Rowena Boutot
Beatrice Cormier
Lucille Cyr
Diana Michaud
Grace Nason
Blanche Yelle

Republicans

Marilyn Brown
Marilyn Casey
Diance Chouinard
Kenneth Hodsdon
Donna Martin
Wilza Robertson
Anita Theriault

Unenrolled

Clayton Demerchant

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
April 19, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of April 5, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Irving Woodlands Duplication of Services Update
2. PHCC Lease Amendment
3. Town Hall Furnace Quotes
4. Sand Shed Door Repair
5. Transfer Station Opening

NEW BUSINESS:

1. Cemetery Concerns – Kathy Gagnon
2. Appointment of Officers for 2006
3. Nashville Plantation Request
4. Road Side Sweeping Proposal
5. Public Works Concerns
6. Scholarship Application
7. Managers Request for Training

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
April 19, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Ken Theriault, Dem. Candidate for Legislature; Kathy Gagnon, Town Clerk; Rita Sinclair, Town Manager.

Mr. Theriault introduced himself to the Board of Selectpersons and expressed his interest in the towns located on Rt. 11. He would like to be elected for State Representative for District 2. Mr. Theriault thanked the Board for their time and left the meeting.

A motion was made by Steve Belanger to accept the minutes of the April 5, 2006 meeting as written. The motion was seconded by Gerry Cormier. Motion carries.

The Treasurers Warrants were reviewed and approved by the Selectpersons.

BUSINESS FROM FLOOR: None

All other business was tabled and the meeting moved to #1 under NEW BUSINESS.

1. Cemetery Concerns ~ Kathy Gagnon reported that she would like to have a cemetery committee formed to update information on the cemetery. She reported that there were sales made in the past that were not documented and the same lot was sold at a later date to someone else. Changes were made in order to honor the deed issued to the first purchaser. Steps have been taken to prevent this from happening again. Kathy also urged the Selectpersons to use the money in the Cemetery Expansion Account to upgrade the cemetery. Discussion followed on purchasing the strip of land between Rt. 11 and the cemetery. The Town Manager will contact Robin Richtarich to see if she is willing to sell. Discussion followed on what needs to be done with the cemetery to improve the entrance, parking, and marking lots. The Town Manager reported that Bridgham had surveyed the cemetery. The Board believes that would give a starting point for marking sites. The Board believes that forming a committee would be a good starting point.

Discussion was held on what transpires in the office while waiting on a customer. Gerry Cormier stated that the office should have voice mail to prevent interruption of services while waiting on a customer.

The meeting was returned to the order of the agenda.

OLD BUSINESS:

1. Irving Woodlands Duplication of Services Update – There was a review of the meeting with John Cole, Planning Forester for Irving. The Town Manager also presented a statement from Laura Audibert payments received from Irving. Pat suggested we wait until Mr. Cole gets back to us with more information.

2. PHCC Lease Amendment – The amendment to the lease was reviewed. Pat reported that there was a difference in tower height. The initial paperwork was for a 100 foot tower and that stays the same. Gerry had questions regarding #7 “clerk’s certificate of stock ownership” and #8 regarding payments. This was not in the original draft. Rita will contact Attorney Solmon for information and changes. Gerry expressed concerns over this happening again. Discussion followed on what could be done in the future to prevent additional requests for use of property at the golf course. The Town Manager stated that she was pleased that the Selectpersons were being so thorough in reviewing the lease amendment.

3. Town Hall Furnace Quotes – The Town Manager presented three quotes for the Board to review. MPG had 2 different quotes; one for \$20,000 and one for \$21,750. Dead River submitted 3 separate quotes totaling \$22,708.03. Daigle Oil submitted 1 quote for \$19,690. The chimney will still have to be lined according to Maine code. This will be submitted as a separate quote. After discussion, the Board decided to hold a Special Town Meeting for expending \$25,000 from the Surplus Account to replace the existing heating system.

4. Sand Shed Door Repair – Steve will call for the staging.

5. Transfer Station Opening – The Town Manager reported that the cost for chipping the wood had increased considerably. Keith at Maine Wood Recycling (MWR) had reported that it would cost \$2,500 plus an hourly fee to chip/grind. She had received a proposal from Portage construction for \$3,500 to move the pile to MWR in Ashland. Bruce Desjardins quoted \$1,800 to move the same pile. Pat believes that the pile can be burned rather than have the expense of moving it. In reference to the opening date, if everything can be in place, it will be May 6.

NEW BUSINESS:

1. Cemetery Concerns – Previously done.

2. Appointment of Officers – A list of Individuals to be appointed was presented to the Board for review.

A motion was made by Steve Belanger to appoint Lewis Cousins as CEO, Building Inspector, Plumbing Inspector and Health Office. Motion seconded by Gerry Cormier. Motion carries.

A motion was made by Gerry Cormier, and seconded by Steve Belanger, to appoint Joe Chouinard as Animal Control Officer. Motion carries.

A motion was made by Steve Belanger to appoint Rita Sinclair as Town Manager, Treasurer, Tax Collector, Road Commissioner, and General Assistance Administrator. Motion seconded by Gerry Cormier. Motion carries.

A motion was made by Gerry Cormier to appoint Kathy Gagnon as Town Clerk, Registrar of Voters, and Election Warden. Motion seconded by Steve Belanger. Motion carries.

Pat asked if this would be the time to elect a Chairman for the Board. The Town Manger reported that it would and that she had forgotten about this. **Gerry Cormier made a motion to appoint Pat Raymond for Chairman. Steve Belanger seconded the motion. Motion carries.**

3. Nashville Plantation Request – The Town Manager reported that Jim Beaulier had asked what the Town would require from Nashville Plantation to allow their residents to bring items to our transfer station. Pat suggested that Jim make a recommendation.

4. Roadside Sweeping Proposal – The Town Manager presented a proposal from Mike & Sons Sweeping for \$2,400 to sweep Town roads. **A motion was made by Gerry Cormier and seconded by Steve Belanger to accept the proposal from Mike & Son's Sweeping. Motion carries.**

5. Public Works Concerns – The Town Manager presented concerns from Public Works. The first is summer help. The Board agreed to hire Perry Charette, as long as he is willing to make that commitment and is available. Rita reported that Sandra Robertson has taken a full time job at Dean's and will not be available this summer. Peggy Kenney has expressed interest in this position. The second would be a pad to store cold patch. Rita reported estimated costs associated with this. The Board questions if cold patch could be picked up in the afternoon and used the next morning. They question if this can be done, how long it can stay in the truck? The windshield in the backhoe is broken. It is believed that there is something that hits in the front and causes the hood to move and break the window. Pat suggested contacting York to have a guard welded on the frame to prevent this from happening again. Town truck, Pat has spoken with Sharon Everett to ask if anything was available. Suggestions were made to contact other dealers in the area. Communications system, Pat will check the radios that have been removed from their company vehicles to see if anything is useable.

6. Scholarship Application – The Town Manager presented an application from Lindsey Long for the Portage Lake Scholarship.

7. Managers Request for Training – Rita presented two training she would like to attend. One is an assessor's seminar in Presque Isle. This will help in understanding the values on personal property and depreciation. The other is a Tax Collectors and Treasurer training. This is for two days. Information and updates on laws relating to excise tax, property tax, cash handling, bankruptcy, etc. will be presented. This is approved by the Selectpersons. The Board meeting scheduled for May 17 will have to be moved to the 24, the following week.

SELECTPERSONS CONCERNS:

Gerry Cormier – The sign on the south hill of town needs to be removed before it falls off. The wood holding it has rotted.

Pat Raymond – Donation from Bob Barnard. Do we have an amount for the donation? Contact Ashland Fire Dept. to find out about that donation. Also contact DEP for information on demolition.


A motion was made by Gerry Cormier to stop burning buildings as a way of demolition or training. Motion seconded by Steve Belanger. Motion carries.

A motion was made to adjourn at 10:25 p.m. (Time 3 hrs. 25 min.)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
May 3, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of April 19, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. PHCC Lease Amendment
2. Fire Dept. Concerns ~ Perry Charette
3. Transfer Station Opening ~ Forestry
4. Town Hall Furnace Quotes
5. Nashville Plantation Proposal
6. Public Works Concerns
7. Transportation Improvements
8. West Road Project
9. Sand Shed Door Repair

NEW BUSINESS:

1. Wage Increases for 2006
2. Offers on Grader at Transfer Station
3. Warrant for Special Town Meeting
4. Appointment of Fire Chief for 2006
5. Veterans Exemption

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
May 3, 2006
7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Lewis Cousins, CEO; Perry Charette, Brad Boutot, Fire Department; Rena Belanger, Darey Gagnon, Doug Gagnon, residents; Kathy Gagnon, Town Clerk.

A motion was made by Steve Belanger to accept the minutes of the April 19, 2006 meeting as written. Motion seconded by Gerry Cormier. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

A motion was made by Gerry Cormier to table the order of the agenda until those present have been heard. Motion seconded by Steve Belanger. Motion carries.

BUSINESS FROM FLOOR:

Brad Boutot mentioned that he had heard there were concerns over using Municipal equipment for washing hot top. Pat responded that it is use of public equipment for private work. Brad reported that it is something that the Fire Department has always done. Discussion followed on use of Town owned equipment for private use. Pat stated that the fire department needs to have a policy in place for use of the trucks. He added that the chief and the town manager need to be aware of where the truck(s) are. The department heads need to go through the town manager and policy needs to be in place.

Perry reported that the "slush fund" (money that comes in through donations) is used for flowers for funerals, marriages, birth of a baby, and the annual dinner where awards and certificates are issued. The only request of the Board is that the donations and expenditures are documented and all this is done through the front office.

Perry then asked about the computer for the fire department. He called DELL about the computer information that had been presented to the Board. Discussion followed on the computer needs of the department for filing reports. The Board feels that the DELL System for \$349 will be sufficient for the departments needs. Perry asked if the Board was going to order the computer as it is needed for reporting. Pat responded that this would get done right off.

Doug Gagnon asked what the Town was going to do with the grader at the Transfer Station. Steve responded they had tried to sell it three times but no one wanted to give anything for it. Doug asked what the Board wanted for it. Pat responded that they had asked \$500 for it. Doug offered \$200 for it. The Board will take this into consideration and get back to him.

Rena Belanger, as an ATV Club member, was here to ask permission of the Board to be able to ride along side the roads, like other towns, to get to the gas pumps and access the ATV trails. Discussion followed on what Inland Fisheries would allow the legalities, and the distance. The Board is agreeable to this, but do not want this on every road in town. Darey stated there needs to be a stipulation that the ATV belongs to a club. Perry reported that if it is not a designated trail then the allowed distance is 500 feet with a restricted speed limit. Pat asked Rita to get the information on this. Darey has concerns on the ATV crossing on West Road. Steve stated the railroad would have to be contacted to fix that crossing.

OLD BUSINESS:

1. PHCC Lease Amendment – The Town Manager presented copies of the Lease Amendment for the Boards signatures if acceptable. The attorney had explained the Clerks Certificate was to verify names of owners of the company. The Board discussed the lease agreement before signing the amendment. Lewis reported that he had taken the height of the tower (120 feet as opposed to 100 feet) to the Planning Board for clarification. The Planning Board approved the additional height of the tower. The Lease Amendment was signed and witnessed.

2. Fire Department Concerns ~ Perry Charette – Previously done. The Board had questions of Lewis on the demolition permit. A permit had been initiated last fall with the Selectpersons approval. Lewis explained how he handles the permit and what is required. The policy that will go into affect will have the necessary steps listed for demolition prior to a burn.

3. Transfer Station Opening ~ Forestry – The Town Manager presented an inspection report from Forestry on the wood stockpiled at the transfer station. She did talk with Randy Shaw and explained what the Town had paid the last two times the wood had been chipped/ground. She also mentioned that the Town had not anticipated the price to go from \$420 to \$2,500. Randy stated he would see that it got taken care of for \$500 and would prepare some figures for the next budget. The Manager reported that the Towns valuation has gone up considerably and that, should there be a forest fire with Portage Lake's boundaries, the Town would be responsible for up to \$114,944.84. Pat explained that is why the need for the money set aside every year for such an emergency.

4. Town Hall Furnace Quotes – Three quotes were received on the replacement of the heating system in the Town Hall. They are Dead River at \$22708.03; Daigle Oil at \$19,690; MPG at \$20,000 for Peerless boilers and \$21,750 for the Buderus. After discussion a **motion was made by Gerry Cormier to accept the bid from Daigle Oil for the Weil McLain boiler for \$19,690. The motion was seconded by Steve Belanger. Motion carries.** A proposal was made by Aroostook Chimney Works, Ricky Cyr, owner, to place a 10 inch stainless steel liner in the chimney for \$2,200. **A motion was made by Gerry Cormier to accept the proposal of \$2,200 made by Aroostook**

Chimney Works to line the chimney. Motion seconded by Steve Belanger. Motion carries.

5. Nashville Plantation Proposal – The Town Manager presented a verbal proposal from Jim Beaulier of Nashville for \$100 for the residents of Nashville Plantation to use the Portage Lake Transfer Station. After discussion, the Board recommends a \$500 user fee that would vary with use

6. Public Works Concerns – The Town Manager reported that the windshield was broken due to worn cab mounts, not from the hood. Rita believes that the cost for the mounts is around \$400 and Vaughn will do the work. Pat reported that he was unable to get surplus radios for the Public Works Department. Rita reported that the Town truck was delivered today. It has a hitch in the bumper, but not a hitch for heavy hauling. Pat recommended getting a Reese hitch. It was agreed that the mileage, gas, and oil, for the new Town truck needs to be recorded on a weekly basis. The Town Manager reported that the person who was going to mow for the Town has changed her mind. Rita will put posters up for Summer Mowing Help.

7. Transportation Improvements – The Town Manager asked if the Board wants her to pursue the Road Improvement for a crosswalk with MDOT. The Board agrees that the Town Manager should pursue this.

8. West Road Project – The Town Manager has not heard from Pelletier & Sons, but she did get a proposal from Lane for \$1.40 a square yard for milling the half mile of road. Discussion followed on the procedure to follow after the road is milled. **A motion was made by Steve Belanger to accept Lane's proposal. Motion seconded by Gerry Cormier. Motion carries.**

9. Sand Shed Door Repair – Steve reported that he is back to work and will be available to help Vaughn load the staging as long as he knows ahead of time.

NEW BUSINESS:

1. Wage Increases for 2006 – The Town Manager asked if this could be tabled until next meeting. So moved.

2. Offers on grader at Transfer Station – The Town Manager reported that she had received a proposal from Portage Construction to trading their 2000 gallon water tank at the Transfer station for the Town's old grader. Pat stated if the Town needs a water tank, he can provide on for a decent price. The Board agrees that the grader can stay where it is for nothing less than \$500.

3. Warrant for Special Town Meeting – The Town Manger presented the warrant for the Board's signatures prior to posting. The warrant is read and signed by the Selectpersons.

4. Appointment of Fire Chief – The town Manager reported that she has found nothing in the minutes where Dave Bolstridge had been appointed Fire Chief for 2006. She stated she believes it was an oversight due to questions on the legalities of the departments voting. It was never brought up again. After discussion, the Board decides to table this until they have the opportunity to discuss issues with Dave. Rita will contact him so he can be at the next Board meeting.

5. Veterans Exemption – The Town Manager presented a veterans exemption for a signature. The application was signed by Chairman, Pat Raymond.

SELECTPERSONS CONCERNS:


Steve – Sweeping Fox Hill and Hathaway. Rita reported that this will be done. Steve asked to have fill dropped in his driveway.

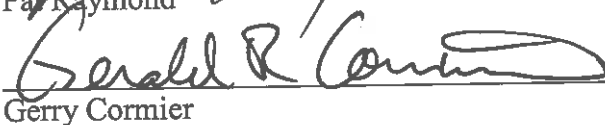
Pat - Kelly Condon has contacted him to have fill at the end of his driveway as there is a drop at the edge of the pavement.

A motion was made to go into Executive Session by Steve Belanger under 1 M.R.S.A P. 405(6)(A). Motion seconded by Gerry Cormier. Motion carries. Time 9:20 p.m. A motion was made by Steve Belanger to come out of Executive Session at 9:25 p.m. Motion seconded by Gerry Cormier. Motion carries.

A motion was made to adjourn at 9:30 p.m. by Steve Belanger. Motion seconded by Gerry Cormier.

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
May 24, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of May 3, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. PHCC Lease Amendment
2. Fire Dept. Concerns
3. Town Hall Furnace Quotes
4. Nashville Plantation Proposal
5. Public Works Concerns
6. West Road Project
7. Sand Shed Door Repair

NEW BUSINESS:

1. Wage Increases for 2006
2. Quit Claim Deed
3. Ken's Mowing Services
4. Scholarship Applications
5. Wireless Networking

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
May 24, 2006**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Kathy Gagnon, Town Clerk; Darey Gagnon, Otis Nelson, Rena Belanger, Harold & Nancy Cyr, ATV Club President, Vice President, members; Dave Bolstridge, Fire Chief.

A motion was made by Steve Belanger to accept the minutes of the May 3, 2006 meeting as written. The motion was seconded by Gerry Cormier. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

A motion was made by Steve Belanger to table the order of the agenda to hear those present. Motion seconded by Gerry Cormier. Motion carries.

BUSINESS FROM FLOOR:

Darey Gagnon reported that the ATV Club was applying for a Grant in Aid. Otis Nelson presented the grant and asked if the Board would support their efforts. The Town Manager has signed for the Town in the past. Pat requested that Otis leave the application with Rita to review and sign.

Darey mentioned that the club was preparing a permit (#8 under NEW BUSINESS) for the Board's approval. The Town Manager reported that she had talked with Inland Fisheries and also Ashland to see what they have in place for traveling from the trails to gas stations and accessing other trails. They provided a copy of their permit and this ATV Club is working on a permit for Portage Lake.

Kathy Gagnon reported on the condition of the cemetery and that it was reported there is an unmarked grave by the flagpole, and possibly in the roadway. Gerry asked if the committee had started to plot anything. Kathy responded that the first meeting is scheduled for tomorrow, May 25, 2006. Gerry recommended that it would be best to start with the survey and GPS the cemetery to be able to plot it. Discussion followed on what needs to be done.

OLD BUSINESS:

1. PHCC Lease Amendment – The Town Manager reported that the Lease Amendment had been signed by PHCC. Also that it had been brought to her attention that Nick Cook reserved a portion of the land at the golf course and has a camper there. Discussion followed on whether anything there is taxable or not.

2. Fire Dept. Concerns – The Town Manager stated that she believed this called for an executive session. **A motion was made by Gerry Cormier to go into Executive Session under 1 M.R.S.A. P 405(6) (A) for a personnel matter. The motion was seconded by Steve Belanger. Motion carries.** Time 7:30 p.m. **A motion was made to come out of Executive Session by Gerry Cormier. Motion seconded by Steve Belanger. Motion carries.** Time 7:40 p.m. There was no resolve and no action taken.

3. Town Hall Furnace Quotes – The Town Manager reported that there was a change to Daigle Oil's Proposal. Apparently the water heater wasn't included in their proposal. They have now included a quote on the water heater. The Board reviewed the proposals received by all three companies. **A motion was made by Gerry Cormier to accept the price to include the Boiler Mate. The motion was seconded by Steve Belanger. Motion carries.** Pat asked what the time frame was for completion of the work. Rita stated that she would check into this.

4. Nashville Plantation Proposal – No response at this time to the Boards recommendation.

5. Public Works Concerns – The Board suggested pricing a dual axle trailer for the new truck at Check Point Auto in Ashland, and Gary's on the New Sweden Road. Gerry asked about cold patching and the railroad crossing on Cottage Road. He suggested that the Town may be able to do something before MM&A fixes the crossing. Pat suggested that Rita contact MDOT about this. Mowing - Rita responded that Steve Skinner was the only applicant. He has asked for \$9.00 per hour. The rate now is \$8.00. **A motion was made by Steve Belanger to increase the rate of pay to \$9.00. Motion seconded by Gerry Cormier. Motion carries.** The Town Manager reported that since there is no meter on the fuel tank, there is no way to keep track of fuel used by each vehicle. The Board recommends ordering the meter. Pat asked about the sand shed doors. He reported that Brian Bouchard would be moving his equipment this week so we would have to get someone else to help with the project.

6. West Road Project – Rita asked if the Board still planned on going with the recommendations made by Phil Curtis of Maine Local Roads. Pat stated we could go by the recommendations made by the contractors who look at the job. Gerry believes that with the ditching that was done and the reclaiming, or milling, as a base, and with gravel on top of that, it should be high enough to keep the water away from the road.

7. Sand Shed Door Repair – Already done under Public Works Concerns.

8. ATV Club Permit – Previously done.

NEW BUSINESS:

1. Wage Increases for 2006 – Rita asked if the Board wanted evaluations done before they considered wage increases. They do, so wages will be considered after evaluations.

2. Quit Claim Deed – The Town Manager presented a Quit Claim Deed for the Selectpersons Signatures. This is for an account that had been in bankruptcy. After reviewing, the Selectpersons signed the deed.

3. Ken's Mowing Services – The Town Manger presented information to the Board for rates for roadside mowing. She has contacted him for an estimate.

4. Scholarship Applications – The Manager presented four applications for the Board to review. All four applicants will receive a portion of the \$1,500 appropriated for scholarships.

5. Wireless Networking – The Town Manager reported that a wireless cable is needed so that she can be networked to the main computer to access the software programs when she moves her office. The Board approves the purchase.

OTHER: Rita presented a quote from J.M. Electric for new lights in the office. There has been a problem with the existing lights and the ballasts. The new lights would only require three bulbs rather than four and provide the same amount of lighting. **Steve Belanger made a motion to have the new lights installed. Gerry Cormier seconded the motion. Motion carries.**

Fire Chief Appointment – A motion was made by Gerry Cormier to appoint Dave Bolstridge as Fire Chief. The Motion was seconded by Steve Belanger. Motion carries.

SELECTPERSONS CONCERNS:

Gerry – Noticed someone parking their wood trailer in front of the memorial. With this weekend being Memorial Day Weekend, it would be a good idea to get it out of the way.

Pat – Have Prentiss & Carlisle's lots on West Road been assessed differently since they are divided? Rita will call Randy Tarr to get this information. Has the equipment at Irving's Portage Garage been included in the personal property? Rita reported that Ray Gannon had assessed the garage, but no equipment. Pat reported that trucks were at the Portage site. If they did not submit a list then we should not change our assessment. Rita will check to see if they submitted a list of property and, if not, include what was assessed last year. Gerry asked if the tower on the golf course was included in taxes. Rita stated she believed it wouldn't be included until next year. Pat asked how Ray Gannon's assessment went. Rita stated he picked up more equipment than what had been reported in the past.

Gerry asked about the computer for the fire department. Steve will allow the use of his credit card for this. Gerry will go on line to see if he can find a comparable bargain.


Rita stated her concern is for the Town Hall Budget. The bills pending will put the account over the budget. Heating costs have eaten into that budget. A special Town Meeting will have to be held to clear this account before the end of June.

A motion was made by Steve Belanger to adjourn at 9 P.M. Motion seconded by Gerry Cormier. Motion carries. (Time 2 hrs.)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
June 7, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of May 24, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Town Hall Furnace Quotes
2. Nashville Plantation Proposal
3. Public Works Concerns
4. West Road Project
5. Public Works Projects

NEW BUSINESS:

1. Fire Department Training – Perry Charette
2. ATV Club Update
3. Tourism Committee Update
4. Docks at Transfer Station
5. Ratio Declaration/2006 Commitment

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSON'S MEETING**

June 7, 2006

7:00 P.M.

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Perry Charette, Fire Department Training Officer; Vaughn Devoe, Public Works Director; Darey Gagnon, Alcide Bouchard, Grace Nason, Wilza Robertson, Harold & Nancy Cyr, Otis Nelson, residents.

Steve Belanger made a motion to accept the minutes of the May 24, 2006 meeting as written. Motion seconded by Gerry Cormier. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None, as most people attending are on the agenda.

OLD BUSINESS:

1. Town Hall Furnace Quotes – The Town Manager reported that Suzanne of Daigle Oil had called stating an increase in the cost of copper which would affect the proposal they had submitted. Pat believes that they have to honor their quote. Rita stated she had already called the other companies for an update on their quotes. Pat requested that Rita call Suzanne to discuss Daigle Oil's quote. Pat asked if the Board would give Rita the authority to go to the next bidder if Daigle Oil did not hold to their proposal.

2. Nashville Plantation Proposal – The Town Manager to report that he would have to place the \$500 proposal for use of the Portage Lake Transfer Station on a warrant for their Town Meeting.

3. Public Works Concerns – The Town Manager reported that (1) MDOT had been called about the railroad crossing on Cottage Road. She spoke with the person in charge of freight transportation and they would have someone come to look at the crossing to see what can be done. The Town Manager has contacted some contractors about (2) proposals for West Road. She was told that without specs there would be different proposals. Vaughn Devoe, Public Works Director, stated he had shot grades and they range from 0 to 12 inches from the crown of the road. Steve stated he thought that milling the pavement would make a difference in having to have the road dug up. Vaughn stated he was concerned that if gravel is placed between the millings and the pavement it would be squeezed out. The Town Manager reported that she had contacted Ryan Pelletier of Ed Pelletier and Sons for input. Ryan did the proposal for the ditching and is familiar with the soils in that area. Discussion followed on the specs from Maine Local Roads and what Ryan Pelletier had recommended. Concern is expressed on the

cost of the project. Rita will use the specs from Phil Curtis of Maine Local Roads for bid requests.

4. West Road Project – Discussed in #3 above.

5. Public Works Projects – The Town Manager reported the sand shed doors project is completed. The staging is returned. The cold patching will be done as soon as Lane lets us know they have cold patch available. Pat asked about a trailer for the new town truck. He also asked about the walkway to the dock at the Sea Plane base. Rita reported that Mark Russell of DEP had stated that it would have to be a temporary structure. Pat feels that crushed rock or stone should take care of the problem. Pat also mentioned ATVer's riding in the ditch on the Hathaway Road. He asked that this be watched so that it doesn't become an issue.

NEW BUSINESS:

1. Fire Department Training – Perry Charette expressed concerns about the Fire Department driving training. He reported that MMA has a written training course at no cost, while Maine Fire Training offers a 16 hour course at a cost to the department. Perry asked if the Board wanted the Fire Department to take the training. Rita stated to her knowledge, nothing has been received stating that a driver training course was mandatory. The Board wants to make sure the department is properly trained. Pat stated that unless the driver training is mandatory the department can hold off.

2. ATV Club Update – Darey Gagnon presented information on insurance by the state for the club. He presented a permit naming the roads to be utilized for access by club members. Gerry pointed out that Stockford Road should be included. The Town Manager will add this to the permit and make copies to have on file. The Board signed the permit.

3. Tourism Committee – Wilza Robertson asked the Selectpersons to use the back yard of the municipal building to have the pig roast and demonstrations. They would like to use the building in case of rain. They are asking the Fire Department to have a truck available and to explain operations and answer any questions that children might have. They have also asked them to help with parking at the pig roast. The Tourism Committee will be having a Calendar of Events for the coming year. The Selectpersons grant approval for use of the back yard, hall, and kitchen. Wilza also mentioned that Loring Job Corp. would need a letter of intent before scheduling any work. Darey Gagnon added that the pavilion would be 60 X 30 feet with a cement floor, open walls, and a roof. The Selectpersons ask for information on the materials needed, location of building, size of building, and parking area. This is information needed before a letter of intent can be done.

4. Docks at Transfer Station – The Town Manager reported that Ricky O'clair had asked about the old docks that are stored at the Transfer Station. Pat asks that Ricky make an offer on the docks.

5. Ratio Declaration/2006 Commitment – The Town Manager presented the Ratio Declaration for the Board’s signatures. She reported that Steve Lemay, of Maine Revenue Services, has reviewed her figures and has stated that the Town can only declare 95% on valuation. This means that the Homestead exemption will be reduced to \$12,350 and the Veterans exemption to \$4,000. She reported that before April 1, 2007 an adjustment will have to be made. She also presented 4 different calculations for the Selectpersons to review before setting the mil rate. After reviewing and discussing the calculations, **a motion was made by Gerry Cormier to set the mil rate at .0081. Steve Belanger seconded the motion. Motion carries.**

OTHER: The Town Manager reported that the Portage Lake Association asked if the Town would be willing to provide lunch for the clean up crew at the beach. The Town Manager reported that there is money in the account to do this. The Board is agreeable to doing this.

SELECTPERSONS CONCERNS:

Pat Raymond – Steps and windsock at Seaplane Base need to be replaced. Truck on Station Road needs to move.

A motion was made by Steve Belanger to adjourn at 8:45 P.M. Motion seconded by Gerry Cormier. Motion carries. (Time 1 hr. 45 min)

The Selectpersons returned to the Town Office to go online to purchase a computer for the fire department. They also signed the commitment papers for 2006.

APPROVED:


Pat Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
June 21, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of June 7, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Town Hall Furnace Quotes
2. West Road Project
3. Public Works Projects
4. Docks at Transfer Station
5. Cemetery Expansion

NEW BUSINESS:

1. Ken's Mowing Service
2. Appointment to Appeals Board
3. Fuel Prices for Winter 06/07
4. MSAD #32 Budget
5. Special Town Meeting to Cover Overdraft
6. Employee Evaluations

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
June 21, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier, Selectperson; Rita Sinclair, Town Manager; Corrine Routhier, Portage Lake Walking Trail Chairwoman; Wilza Robertson, Secretary and acting Chairwoman of the Portage Lake Tourism Committee; Darey Gagnon, Portage Lake Tourism Committee.

Gerry Cormier made a motion to accept the minutes of the June 7, 2006 meeting as written. Motion seconded by Pat Raymond. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR:

Corrine Routhier asked the Selectpersons if they would consider taking turns in the Dunking Booth on July 8th. Both Selectpersons refused. However Gerry volunteered ~~Dillon's~~ ^{Dylan's} services.

Wilza Robertson asked if the Selectpersons had any questions regarding the Pig Roast and the events of the day. Pat asked if they put out flyers. Wilza responded that they did not, but they had put posters up in town and in several other towns. She stated they will do something to make folks aware of what is going on. She mentioned the number of demonstrations and crafters that would be here that day.

Corrine gave a brief update on the walking trail. She has not had very positive feedback from the MM & A Railroad. Rita contacted Maine Municipal Association to get information on the insurance the railroad is requiring. Rita explained the concerns about this. Corrine reported that she was still looking into an area to have a walking trail for the town.

OLD BUSINESS:

1. Town Hall Furnace Quotes – Town Manager, Rita Sinclair reported that Daigle Oil will hold to their proposal. They will be starting next week. The Manager was asked to check if there would be hot water in time for the Pig Roast.

2. West Road Project – Letters have been sent out with a bid request by close of business on July 5, 2006.

3. Public Works Project – 1. The Manager reported that the ditch between Hallie Bakers and Kelly Condon needs to be made deeper. There is an existing 18 inch culvert that can

not handle the volume of water. She reported on the size and prices of the culvert that is needed. The Selectpersons agreed that something needs to be done there. 2. She also reported on the driving area at the beach. Public Works pulled a stump that was sticking up. Discussion followed on the amount of ledge that would be needed to cover that area and try to eliminate the potholes. 3. The walkway problem at the seaplane base has been taken care of. DEP will allow this with a permit by rule. Pat reported a new concrete dock on Cottage Road and wanted to know who approved it. Rita will check with Lewis to get information. 4. She reported that she had discussed the West Road project with Vaughn and there are only two areas that need major ditching and road repair. Both areas are small, other than that there is minor ditching to be done. 5. Gerry mentioned the sign at the Seaplane Base needs to be fixed. 6. Rita mentioned placing a No Parking sign at the end of Stockford Road. Discussion followed on what to do. Rita will call the Sheriff's Dept. or the State Police to get input. 7. The Town Manager reported that she had gotten prices from Checkpoint Auto and MPG. Gary's said they would FAX some information, but did not. MPG and Checkpoint Auto's prices are relatively the same, although MPG would have to order one. **A motion was made by Gerry Cormier to purchase the utility trailer for \$2,195. Pat Raymond seconded the motion. Motion carries.**

4. Docks at Transfer Station – The Town Manager reported that Ricky O'Clair had asked about the old docks at the Transfer Station. He would like to have them to put on his lot. Pat suggested asking him to make an offer.

5. Cemetery Expansion – The Town Manager reported that she had received a call from Robin Richtarich in response to her letter of inquiry on the portion of land that lies between the cemetery and route 11. Robin stated that she would send something in writing for the next Board meeting.

NEW BUSINESS:

1. Ken's Mowing Services – The Town Manager reported on the additional cost of \$1.00 on the hourly rate and an additional \$10 for travel for roadside mowing. The Selectpersons are agreeable with this. Pat asked that an estimate be obtained for the old dump site and the field at the cemetery. Perhaps he can give us a better price than last year.

2. Appointment to the Appeals Board – Rita reported that Raymond Cyr (Everett) would like to be on the Board of Appeals. **A motion was made by Gerry Cormier to appoint Raymond Cyr to the Appeals Board. Motion seconded by Pat Raymond. Motion carries.**

3. Fuel Prices for Winter of 06/07 – The Town Manager reported she had asked for information from Scott at Daigle Oil regarding prices for heating fuel. One is for the lock in price and the other is the Bangor rack price plus freight and margin. Both prices have fluctuated greatly in 10 days. We are currently in the Option 2 plan, which is the rack

price plus freight and margin. Discussion followed on whether to stay with the rack price or go to a lock in or prepay price.

4. MSDA #32 Budget – Discussion on the letter residents in Portage received regarding the school budget. The Town Manager expressed concerns over the way the budget is presented. Since there was an error in calculations last year it may not be quite the jump that would be expected in taxes.

5. Special Town Meeting to Cover Overdraft – The Manager presented a warrant for the Selectpersons signatures asking the voters for \$1,800 from the undesignated surplus account to cover the overdraft. Heating fuel and electricity were the items that exceeded the amounts projected in the budget. The Selectpersons signed the special Town Meeting Warrant. This warrant needs to be posted tomorrow in order to hold the meeting on the 29th of June.

6. Employee Evaluations – The Town Manager asked that this item be tabled until next meeting.

SELECTPERSONS CONCERNS:

Pat – Selectpersons need updates from Lewis.

A motion was made by Gerry Cormier to adjourn at 8:15 P.M.. The motion was seconded by Pat Raymond. Motion carries. (Time 1 hr. 15 Min.)

APPROVED:


Pat Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
July 5, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of June 21, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. West Road Project Bids
2. Variance Update
3. Public Works Update
4. Docks at Transfer Station
5. Cemetery Expansion
6. Playground Equipment

NEW BUSINESS:

1. Bear Bait Permit Request – Hopkins & Feeney
2. Bear Bait Permit Renewal - Traverse
3. Tree Growth Application
4. 801 Form Approval
5. Float for Parade
6. Employee Changes
7. Employee's Vacations
8. Employee Evaluations

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
July 5, 2006
7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier, Selectperson; Rita Sinclair, Town Manager; Sue Feeny and Steven Hopkins, Residents.

A motion was made by Gerry Cormier to accept the minutes of the June 21, 2006 meeting. Pat Raymond seconded the motion. Motion carries

BUSINESS FROM FLOOR: Being no others present, Sue Feeny and Steve Hopkins stepped forward for item # 1 under NEW BUSINESS. A letter of request for bear baiting permits was presented to the Selectpersons. Steve requested 5-8 baits. He has already discussed this with John Cole of Irving. John offered to do the necessary paperwork according to permits Irving has issued as long as Portage Selectpersons approve the site. Pat Raymond reminded them that they also have to have permission from Prentiss & Carlisle Land Co. **A motion was made by Gerry Cormier to accept the bear permit request from Hopkins & Feeny as long as they have the necessary paperwork from Prentiss & Carlisle. Pat Raymond seconded the motion. Motion carries.**

The Treasurers Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. West Road Project Bids – The Town Manager presented one bid for Chairman, Pat Raymond to open. This was a bid from Ed Pelletier & Sons Co. for a total of \$65,900. After reviewing the specs for the project, **a motion was made by Gerry Cormier to accept Ed Pelletier & Sons proposal for the West Road project. The motion was seconded by Pat Raymond. Motion carries.**

2. Variance Update – The Manager reported on the decisions made by the Board of Appeals. She also presented copies of letters from Lewis Cousins to Alcide Bouchard in regards to his request for a permit to build a garage. Attached to this letter were comments (received after the Appeals Board meeting) from Mark Russell of DEP on the variance requests from Bouchard and Johnson. Pat asked if anything had transpired with the cement wharf on the Cottage Road. Rita reported that Lewis was unaware of this and would have some information for her tomorrow. Pat believes that a structure like that is more detrimental to the shore land than a structure would. Gerry agrees that there must be something that should come to the Town if DEP approves something like this. Discussion followed on the Bouchard garage.

3. Public Works Update – The Manager reported that the culvert on Cottage Road would be done next week. She then presented a verbal estimate from Howard P. Fairfield for a dump body for the 89 Int'l. of \$5,000, unpainted, and \$7,000 if ready to install. Pat reported that Maine Woods wanted \$2,000 for the dump they have for sale. **A motion was made by Gerry Cormier to purchase the dump body from Maine Woods for \$2,000. Pat Raymond seconded the motion. Motion carries.** The contact person is Dan Beaulier.

4. Docks at Transfer Station – The Manager reported that Dave Bolstridge had received one of the docks for nothing. Ricky O'Clair is willing to place the docks where the public can use them, or, he will pay \$50 per dock and put the docks further up the shore. Pat would prefer to wait until Steve is present to make a full Board decision.

5. Cemetery Expansion – The Manager presented a letter from Robin Richtarich stating she would accept \$2,500 for the .6 acre of land that borders the cemetery. All attorney fees and closing costs would be paid by the Town. **A motion was made by Gerry Cormier to accept the proposal made by Robin Richtarich of \$2,500 to purchase a .6 parcel of land to gain access to the cemetery. Pat Raymond seconded the motion. Motion carries.**

6. Playground Equipment – The Manager presented pictures of slides from three companies to the Board. After reviewing, the Selectpersons chose a spiral slide that is within the amount appropriated. Rita will get more information on the slide for the next meeting.

NEW BUSINESS:

1. Bear Bait Permit Request ~ Hopkins & Feeney – Previously done.

2. Bear Bait Permit Renewal ~ Traverse – The Town Manager presented a request for a renewal for bear baiting on Oak Point. **Gerry Cormier made a motion to renew the bear bait permit for Mr. Traverse. Pat Raymond seconded the motion. Motion carries.**

3. Tree Growth Application – The Manager presented an application she received from Laura Audibert for the new owners of property previously owned by Witt. This is already in Tree Growth, but the new owners need to apply and Laura Audibert will be doing their plan. Pat signed as assessor for the Town.

4. 801 Form Approval – This is for personal property reimbursement for Dead River. Rita has reviewed and prepared the form for a signature. Pat signed as assessor for the Town.

5. Float for Parade – The Manager asked permission to use the Town truck and the new trailer to prepare a float for the parade on the 9th. The Board grants permission.

6. Employee Changes – the Manager reported that Perry Charette has left his position as assistant to Vaughn. He needs 40 hours a week. He would also like to be considered for employment in the fall. Rita reported that Steve Skinner has a CDL license and is willing to assist Vaughn whenever needed. He would still be able to do the mowing as he has been cut back on his hours with the Ashland PD. The rate of pay would change for public works and stay the same for mowing. The Board is agreeable with this situation.

7. Employee's Vacations – The Manager reported the dates that employee's would be off for vacation. Pat asked how time off was documented. Rita reported that it is recorded on time sheets and a calendar is kept for each employee. Pat asked that a request slip be filled out, approved and filed. Discussion followed on when vacation time starts accruing and when it should be cleared.

8. Employee Evaluations – Tabled until a full Board is present.

OTHER: Request for vote for MMA Vice President. Pat read the nominations of Janet White, Anne Swift-Kayetta, and Ruth Martin. Ryan Pelletier is supporting Anne Swift-Kayetta. The Selectpersons reviewed the criteria and selected Anne Swift-Kayetta.

SELECTPERSONS CONCERNS:

Gerry - School budget. Individuals have approached him asking if the budget could be renegotiated. Gerry suggested contacting other towns in the district and enter into negotiations with them to renegotiate the budget. What can be done on the SAD level?

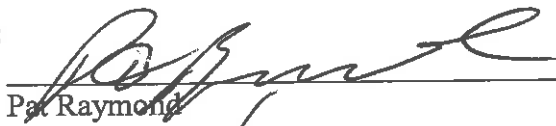
Pat asked if the formula could be renegotiated. Pat suggested starting with the School Board or the Superintendent. Times have changed since this formula was initiated.

Rita suggested asking Roland Caron to attend the next meeting to ask him how to reevaluate the formula.

Gerry suggested Rita contact the Department of Education for options on what can be done.

A motion was made by Gerry Cormier to adjourn at 8:20 p.m. Motion seconded by Pat Raymond. Motion carries. (Time 1 hr. 20 min.)

APPROVED:


Pat Raymond

Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
July 19, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of July 5, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. West Road Project Update
2. Public Works Update
3. Docks at Transfer Station
4. Cemetery Expansion – Nothing new at this time.
5. Playground Equipment
6. Howard P. Fairfield Quote

NEW BUSINESS:

1. Tourism Update
2. Portage Lake ATV Club Request – Darey Gagnon
3. Land Use Violations
4. Sale of Chip Mill
5. Cable Franchise
6. Letters to Board
7. Beach Complaint
8. URIP Certification
9. Employee Evaluations

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

July 19, 2006

7:00 P.M.

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger, Selectperson; Rita Sinclair, Town Manager; Wilza Robertson, Tourism Committee; Darcy Gagnon, Tourism Committee and Portage Lake ATV Club.

A motion was made by Steve Belanger to accept the minutes of the July 5, 2006 meeting as written. Motion seconded by Pat Raymond. Motion carries.

A motion was made by Steve Belanger to dispense with BUSINESS FROM FLOOR and the order of the meeting to hear those present. Motion seconded by Pat Raymond. Motion carries.

NEW BUSINESS:

1. Tourism Update – Wilza Robertson reported on the events and outcome of the Pig Roast. The profit from this event after prizes and bills was about \$2,400. Darcy Gagnon added that there were many comments on the fire works and not all were positive. In this situation, when everything is set up, they can't put everything away and wait for another day. They had to set them off. Arrangements are being made for next year, with a set rain date. Darcy and Wilza expressed appreciation of having this event at the Town Hall. Wilza also reported that the Over 50's had raised enough money at the annual yard sale to purchase 3 new tables for the Town.

Wilza reported that she did have a concern over a letter she had sent to Fire Chief, Dave Bolstridge. She received no response from Dave whatsoever. She left an option for him to contact herself or Grace Nason and provided the telephone numbers, but still had no response. Wilza just wanted the Board to be aware of the lack of cooperation.

2. Portage Lake ATV Club Request – Darcy Gagnon reported that the ATV Club would like to use the trail by the campground. They are willing to brush out the trail and have it ready to groom for ski trail this winter. Steve asked if it could be made narrow to keep trucks out and Pat asked for a sign at the other end. Darcy added that they keep the trail narrow enough to allow a 4 wheeler to enter and the trail would not go the road at the other end. **Steve made a motion to allow the ATV Club to open the trail from the boat landing to the town pit. Pat seconded the motion. Motion carries.**

OLD BUSINESS:

1. West Road Project Update – the Town Manager reported that the project is supposed to start in a two to three weeks. Ryan Pelletier had stopped by and reported that due to the project on Route 11 it may be a bit later. Pat asked about a proposal for paving. Rita has not heard from Lane. Pat asked that she also contact others to have other bids as well. The Manager also reported that there were a couple of areas that would do well for a cross culvert. She had one willing property owner but the abutting owner wasn't

interested. She still intends to contact Jean Clark to see if she would allow one on her property.

2. Public Works Update – The Manager reported that the cross culvert by Hallie Baker has been installed and Kellie Condon's driveway and ditch has also been brought up to meet the depth of the new culvert. Steve asked about the Railroad Crossing on Cottage Road. The Manager reported that she has not heard back from DOT. She will try to make contact again. She reported that she has to find someone to dig a grave for Friday. Vaughn is on vacation. Brad St. Peter is out of town. She has contacted Dan Higgins, but has not heard back from him. If she doesn't, she will call George Baker, who digs the graves in Ashland, to see if he would do this. Pat mentioned a safety issue of having the guard up on the mower while mowing. Rita said she would take this up with Steve to make sure it doesn't happen again.

3. Docks at Transfer Station – The manager reported that Rick O'Clair is interested in purchasing the docks for \$50 each. He stated if the Town would give them to him, he would set them where individuals could use them. If he purchases them, then he would move them further up the shore line. Pat stated he would rather not have the liability. **Steve made a motion to sell the docks (as is, where is) for \$50 each. Pat seconded the motion. Motion carries.** Pat asked that a time frame be given for removal for the docks.

4. Cemetery Expansion – Nothing new at this time.

5. Playground Equipment - The Manager reported the slide the Board had picked out would cost \$1,110 to have shipped from Colorado. The manager then presented a quote on a slide from another company located in Berwick, Maine. The price is comparable but the shipping is unknown. The Selectpersons reviewed the information and directed the Manager to contact Miracle Recreation Equipment Company.

6. Howard P. Fairfield Quote – the Selectpersons reviewed the quotes from H.P. Fairfield and decided that the decision made to purchase the dump body from Maine Woods Co. was the better purchase.

NEW BUSINESS:

1. Tourism Update – Previously done.

2. Portage Lake ATV Club Request – Previously done.

3. Land Use Violations – The Town Manager presented copies of letters sent out by CEO, Lewis Cousins in regards to violations. This is information to apprise the Selectpersons of ordinance violations.

4. Sale of Chip Mill – The manager presented a letter from Eaton Peabody informing the Town of the sale of the Chip Mill.

5. Cable Franchise – the Manager presented a letter from ADELPHIA concerning the Town's franchise. This agreement will expire in 2009. She has already received notice

that Time Warner is buying Adelphia out so why would the Town renew with Adelphia?
No action taken.

6. Letters to Board – The manager presented letters to the Board. One letter was concerning handicap parking at the Honor Roll where No Parking signs had been put up to prevent tractor trailers from parking in front of the Honor Roll. A handicap parking sign had been purchased and was installed the same day the letter was received. The second letter thanking the Board for installing a handicap parking sign was reviewed. A letter in support of Fire Chief Dave Bolstridge for responding to a call late at night and making them aware that he (Chief Bolstridge) gets calls at all hours.

7. Beach Complaint - The manager presented a letter of complaint on the condition of the beach outhouses and the trash barrels overflowing with garbage. The Town Manager will have the fire department hose down the outhouses to try to clean them. She had Public Works pick up the trash on Monday and asked that they keep an eye on the trash barrels. Discussion followed on having a dumpster placed at the beach or behind the municipal building. It seems that this would encourage individuals to dump their household garbage there rather than take the necessary steps to have it picked up. Pat directed the town manager to contact 3 Sisters Sanitation about a dumpster.

8. URIP Certification – The manager presented a letter of agreement for the Selectpersons to sign certifying that the URIP Funds would be used for major road improvements. The Board reviewed and signed the agreement.

9. Employee Evaluations – Tabled until a full Board is present.

OTHER: The manager presented a quote from J.M. Electric for upgrading the electricity at the campground. The Board feels rates would have to increase in order to justify the cost to upgrade. Pat suggested asking Fern if campers would be willing to pay higher rates to be able to run their air conditioners.

SELECTPERSONS CONCERNS: None

A motion to adjourn was made (and seconded by Pat Raymond) by Steve Belanger at 8:20 P.M. Motion carries. (Time 1 hr. 20 min.)

SELECTPERSONS CONCERNS:


Pat Raymond


Gerry Cormier


Steve Belanger

Absent
See Sign in
sheet

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
August 2, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of July19, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. West Road Project Update
2. Public Works Update
3. Daigle Oil Clean Up
4. Playground Equipment - Ordered
5. Cemetery Expansion Update
6. Land Use Violations – Nothing to report.

NEW BUSINESS:

1. Katahdin Trust & Key Bank Financial Services
2. MSAD #32 Formula for Assessment
3. Cooperative Purchase Road Salt Bids
4. Quote for Equipment
5. Quote for Cleaning Carpets
6. Board of Appeals ~ Budget for Secretary
7. Employee Evaluations

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
AUGUST 2, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by acting Chair, Gerry Cormier.

Present: Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Darcy Gagnon, resident.

The Selectpersons reviewed and signed the Treasurer's Warrants.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. West Road Project Update – The Town Manager reported that she had two areas for a cross culvert in the area of repair. Terry McPherson is willing to allow a cross culvert on the property line, but Todd Skillin came into the office and expressed that he doesn't want a cross culvert on his property. The other site is on a parcel owned by Jean Clark. Rita stated she has not had the opportunity to speak with Jean about this matter, but will set something up before the next meeting. Steve asked about a time frame for the project. Rita reported that Pelletiers had been back out there this week, but nothing has happened.

2. Public Works Update – The manager reported that Vaughn had Dig Safed Cottage Road in order to work on the ditch. The depth of the ditch is anywhere from 22, 26, to 9 inches. The water just sits and pools rather than flowing to the cross culvert. Vaughn has shot grades and prepared a graph to record his grades. Gerry asked if the area was by Jim Strang's. Rita said that it was just beyond there. She also mentioned that Vaughn would like to get some materials from the ledge pit. This would be used for ditching, culverts and turnarounds. This material compacts well. Gerry asked about the beach and campground. Rita reported that the doors had been put back on the outhouse, and the fire department had hosed them out, but they still needed to be cleaned with heavy duty cleaner. The manager reported that the geese are coming up on the beach again through the bare areas. Somebody, or bodies, has taken plants out at the buffer. There is another weeding project coming up and replanting is being done.

3. Daigle Oil Clean Up – Carpets have been cleaned and we have asked for a proposal for the remaining rugs. Rita showed the Board the areas that were cleaned and then those that have not been cleaned. Steve asked if Daigle has finished with the furnace. Rita reported that they have finished and will be here when it is time to start heating.

4. Playground Equipment – the Manager reported that shipping is included in the price of the slide so she took the liberty of ordering it.

5. Cemetery Expansion – The attorney has the necessary paperwork. She stated her concern is that agreements have been made with an heir to the property, who has been acting as liaison for the other owner. The attorney didn't see this as a problem as the paperwork will be directed to the surviving owner.

6. Land Use Violations – The manager reported that Lewis Cousins has taken steps to make sure violations are issued. There is another Board of Appeals Meeting on the 9th. Gerry asked that Lewis attend the next meeting to update the Selectpersons of the violations. Gerry asked if Rita she could find the decision made by the Board that would fine contractor's for disregarding the ordinance and other violations. He believes it was about two years ago. Rita will see what she can find.

OTHER: Gerry asked if anyone had read the article in the Maine Townsman about Volunteer Fire Department. Rita stated she had copied this and has put it with the Fire Departments mail. Rita reminded the Board that there is an option for insurance for volunteers. This was done last year and should be done again this year.

NEW BUSINESS:

1. Katahdin Trust & Key Bank Financial Services – The Town Manager reported that she would like to have the banks do a presentation to the Board on two programs available to municipalities. Either program will insure amounts in excess of \$100,000. There is a maintenance fee for either program, but this would prevent having to open up accounts in other banks. The Board would like to have Katahdin Trust come to the next meeting. Key Bank can be scheduled for the September meeting.

2. MSAD #32 Formula Assessment – The manager presented information to the Selectpersons regarding changing the formula for school assessments above the Essential Services Program that the state bases their calculations on. This would require a petition by the Town to change the ratio. It would be beneficial to Portage Lake to know this would benefit another town in the process. Steve asked if this would benefit Portage. Rita said it would not if there is not another town that will benefit from it as well. Gerry feels that it is worth a try as it can't get worse than it already is. **Steve Belanger made a motion to allow Rita to start putting things together for the petition. Gerry Cormier seconded the motion. Motion carries.**

3. Cooperative Purchase Road Salt Bids – The Manager presented the quotes for road salt from the cooperative purchase through NMDC. The only company that bid out of 4 requests was Harcros Chemicals. The bid was for \$56.96 and \$57.46 per ton. When Harcros is contacted they will provide the price for our municipality. Rita stated that is based on tonnage and more than likely, Portage Lake will have the \$57.46 per ton. **Steve Belanger made a motion to accept the bid from Harcros for road salt. Gerry Cormier seconded the bid. Motion carries.**

4. Quote for Equipment – The Town Manager presented information on a color copier and another fire proof file for the next budget. She would like to have the copier for her office. Gerry asked that this be set aside until Pat is available.

5. Quote for Cleaning Carpets – The manager presented a quote for \$365 to finish the conference room, do the reading room, the town office and the carpet in both front and back entrances. **A motion was made by Steve Belanger to have the carpets cleaned. Gerry Cormier seconded the motion. Motion carries.**

6. Board of Appeals ~ Budget for Secretary – The manager reported that the Board of Appeals would like to have a secretary so that the members can focus on the appeal. Steve asked if Lewis wanted this person to do the Planning Board as well. Rita said that hadn't been brought up. She will mention this to Lewis. Corrine Routhier is willing to do this for \$8 per hour. The Appeals Board does not have a budget but if she is to do this at next weeks meeting, it can come out of the office budget. **Steve Belanger made a motion to hire Corrine as Appeals Board secretary for the next meeting. Gerry Cormier seconded the motion. Motion carries.**

7. Employee Evaluations – Tabled until a full Board is present.


SELECTPERSONS CONCERNS:

Gerry had questions on the designated parking area for handicap in the Town Square. Steve stated that as long as no one complains, we should leave it as is.


Gerry noticed suspicious weeds at forestry and would like to know what they are. He would like a copy of the report on plants in the lake. Rita will let Lake Association know so they can identify the plants.

A motion to adjourn was made by Steve Belanger at 8:30 P.M. Motion seconded by Gerry Cormier. (Time 1 hr. 30 min.)


APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

August 16, 2006

7:00 P.M.

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of July 19 and August 2, 2006 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Katahdin Trust Financial Services
2. Land Use Violations ~ Lewis Cousins, CEO
3. Bear Bait Site for Hopkins
4. CEO Violations Update
5. West Road Project Update
6. Quote on Office Equipment
7. Petition to Recalculate

NEW BUSINESS:

1. Winter Sand Bids
2. Stockford Road ~ Ken Nelson
3. Gorneault Camp Demolition
4. Volunteer Insurance
5. Dean's Liquor License
6. Employee Evaluations

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

**August 16, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; David Young and Janet Jandreau of Katahdin Trust Bank; Lewis Cousins, CEO; Ken Winslow, Tax Payer; Sue Feeney, Steve Hopkins, Darcy Gagnon, Residents; Brad St. Peter of Portage Construction Co.

A motion was made by Steve Belanger to table the order of the Agenda until those present have been heard. Pat Raymond seconded the motion. Motion carries

OLD BUSINESS:

1. Katahdin Trust Financial Services – Janet Jandreau presented the CEDARS Program which is a service for large deposit investors. All money is totally insured. The bank disburses the amounts over \$100,000 to different banks. The town would receive a statement from each bank. You may bank up to 1,000,000 and be totally insured. The longest term for CD's is three years.

David Young presented services from a brokerage account. CD's from other banks could be held in this brokerage account. Deposits can be made for as little as three months or up to five years. The rates are up to 5%. This program allows more flexibility. The default rate is almost nil. There is no maintenance fee, but there is a \$35.00 annual inactivity fee. If you go with the checkbook, you do have to purchase the checks. There is no minimum on deposits. David left business cards with the Selectpersons. The Board thanked Janet and David for coming in.

NEW BUSINESS:

1. Winter Sand Bids – The Town Manager presented two bids to the Board of Selectpersons. The first bid was from O'Neal General Contractor for \$19 per yard for a total of \$15,200. The second bid was from Portage Construction for 800 yards of winter sand for \$10,200. **A motion was made by Gerry Cormier to accept Portage Construction's bid of \$10,200. Steve Belanger seconded the motion. Motion carries.**

OLD BUSINESS:

3. Bear Bait Site for Hopkins – Steve Hopkins asked the Board if he could post signs around his sites to keep the hound hunters off his baits. He would like to have them from August 1 to October 1. The Board agreed to the signs. Steve wanted the Board to know the North Maine Woods was issuing permits for bear baiting sites on the Town's land and collecting fees for the sites. Steve reported that the contact person is Michael McGlaughlin. Pat stated that ^{Caron}~~Karen~~ was also a contact person. The Board agreed to have the Town Manager to sign the signs for the Board.

NEW BUSINESS:

2. Stockford Road ~ Ken Nelson reported that he was acting on behalf of the heirs of Jeb Prosser. He presented articles to the Board on the history and Town Reports dating back to 1920 and 1921 referring to the Prosser Road not the Stockford Road. Ken reported that he was not contacted when the road names were changed years ago or in the last few years due to E 911. He has contacted the state to inquire if road names can be changed. Maria Jacques stated that is was not hard to do. Ken reported that he had talked to most everyone on the street and others seemed to be agreeable with the change. Pat stated that he understands where Ken is coming from, but still doesn't want to open a can of worms with other people coming and wanting changes made. Perhaps this should go into an article for Town Meeting. Steve agrees with Pat as there have been people come in to ask for changes. Gerry Cormier stated that it would be a difficult change for him as he lives on the same street. He feels that it would be time consuming and confusing to make all the necessary changes. Ken stated he would come back with signatures of landowners if the Board so wished. Ken stated he wanted to have a clear conscience that he has made every effort to change the road name back. He will be back next year with his report. Pat recommends that meeting notices be posted to make the public aware of change, if it comes to that.

OLD BUSINESS:

2 & 4. Land Use Violations – Lewis Cousins, CEO, updated the Board of Selectpersons on various shore land violations. 1) C. Humphrey has replanted some vegetation, but not enough. 2) R. Doyen has rebuilt dock by placing forms around existing dock to repair. There was a permit to repair the dock. DEP would have allowed them to rebuild the dock after the other was removed. DEP's Mark Russell will be sending Lewis paperwork on the dock. Two active permits, 3) Girard's garage and 4) Collins camp, are not in conformance with their permit. Girard's permit was for a garage, but the garage now has a second floor with a deck on it. Gerry asked about the height and size of the Collins camp. Lewis reported that it is out of the 100 foot mark. 5) Somerville's construction is not within the property bounds. 6) Burby has more fill than allowed. 7) Lewis also reported that he is still looking for the camper at the end of the Hathaway Road. 8) There is a septic system that was installed in Buffalo illegally and needs to be addressed. Variances allowed are 1) A. Bouchard has received his permit. He has moved his garage back and will tear down the old garage. He has plans for an upstairs workshop and office. There should be no plumbing involved. 2) G. Johnson received his variance which allowed him to increase by volume. This was approved by the Appeals Board. 3) D. Perreault is in compliance with DEP. 4) L. Caron's shed placed on property line but she has a letter from the abutted granting permission. Lewis stated that he feels that variances granted by the Appeals Board are not meeting the criteria for hardship.

Lewis reported that Barb Pitcairn had resigned from the Planning Board and that Dan Perreault is interested in being on that board.

5. West Road Project Update – the Town Manager reported that she had sent out letters requesting bids for paving. Pat recommended contacting Ryan Pelletier to get a start date on this project.

6. Quote on Office Equipment – The Town Manager is requesting another fireproof file cabinet and a color copier for her office. Discussion followed on the color copier versus a color printer. Pat Raymond recommended getting prices from Netherland Office Supply, Staples, and Boise Cascade for prices on these items.

7. Petition to Recalculate – A misunderstanding has occurred on a directive for letters to be compiled to send to the school board. This item is tabled until later in the meeting.

NEW BUSINESS:

1. Winter Sand Bids – Previously done.

2. Stockford Road ~ Ken Nelson – Previously done.

3. Gorneault Camp Demolition – The Town Manager reported that she had a request from Mr. Gorneault to have the fire department burn his camp as a training session. She has already informed him that he would have to prepare the camp prior to the training burn. Discussion followed on the close proximity of this camp to the lake and the other camps. The manager reported that Mr. Gorneault has had some vandalism at the camp and feels the camp is unsafe. The fire chief will need to look at it. The manager was directed to look for a policy for burning buildings.

4. Volunteer Insurance – The manager presented the number of volunteers and reminded the board of the article in the Maine Townsman regarding volunteers. The Board approved coverage for 40 volunteers.

5. Dean's Liquor License – Having no objections to the liquor license for Dean's, the selectpersons signed the license.

At this time the Board reviewed the minutes from the previous meetings. **A motion was made by Steve Belanger to approve the minutes of the August 2, 2006 meeting. Motion seconded by Gerry Cormier. Motion carries.** Discussion followed on the motion made at the August 2, meeting to have the Town Manager start the process for the steps to be taken to petition to recalculate. **A motion was made by Gerry Cormier to approve the minutes of the July 19, 2006 meeting as written. Motion seconded by Steve Belanger. Motion carries.**

Update from Pat on the meeting with the Town Forest Group. All present, Herb MacPherson, Corinne Routhier, Darcy Gagnon, Kerry Flint, Greg Davis, and Rita, are willing to be on a committee to oversee the Town Forest. Rich Hoppe and Laura Audibert were not present. The manager reported that Rich Hoppe is very interested in this project.

Return to # 7 Petition to Recalculate. Discussion followed on the steps to take for the petition. Gerry discussed the steps to take to move forward. A letter needs to be compiled and sent to Portage's school board members and one to the other Towns in the district. The two school board members can decide between them who will be on the committee. As our school board members, they can circulate the petition when it is ready.

SELECT PERSONS CONCERNS:

Gerry Cormier – there is a canopy and some picnic tables at the beach that need to be repaired and painted.

The Town Manager reported that Paul and Martha Wheeler donated a picnic table to the Town.


6. Employee Evaluations – **A motion was made by Gerry Cormier to go into Executive Session per 1 M.R.S.A. P 405(6) (A) for Personnel Matters. Motion carries. Time 9:05 P.M.**

A motion was made by Gerry Cormier to come out of Executive Session at 10:50 P.M. Motion seconded by Steve Belanger. Motion carries. Time 10:50 P.M.


A motion was made by Gerry Cormier to appoint Dan Perreault to the Planning Board. Motion seconded by Steve Belanger. Motion carries.

A motion was made by Steve Belanger to adjourn at 11:00 P.M. Motion seconded by Gerry Cormier. Motion carries. (Time 4 hours)

APPROVED:



Pat Raymond



Gerald Cormier



Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
August 16, 2006
7:00 P.M.**

*Minutes
Please note motion on
Page 2 and signature
line on page 3.*

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; David Young and Janet Jandreau of Katahdin Trust Bank; Lewis Cousins, CEO; Ken Winslow, Tax Payer; Sue Feeney, Steve Hopkins, Darey Gagnon, Residents; Brad St. Peter of Portage Construction Co.

A motion was made by Steve Belanger to table the order of the Agenda until those present have been heard. Pat Raymond seconded the motion. Motion carries

OLD BUSINESS:

1. Katahdin Trust Financial Services – Janet Jandreau presented the CEDARS Program which is a service for large deposit investors. All money is totally insured. The bank disburses the amounts over \$100,000 to different banks. The town would receive a statement from each bank. You may bank up to 1,000,000 and be totally insured. The longest term for CD's is three years.

David Young presented services fro a brokerage account. CD's from other banks could be held in this brokerage account. Deposits can be made for as little as three months or up to five years. The rates are up to 5%. This program allows more flexibility. The default rate is almost nil. There is no maintenance fee, but there is a \$35.00 annual inactivity fee. If you go with the checkbook, you do have to purchase the checks. There is no minimum on deposits. David left business cards with the Selectpersons. The Board thanked Janet and David for coming in.

NEW BUSINESS:

1. Winter Sand Bids – The Town Manager presented two bids to the Board of Selectpersons. The first bid was from O'Neal General Contractor for \$19 per yard for a total of \$15,200. The second bid was from Portage Construction for 800 yards of winter sand for \$10,200. **A motion was made by Gerry Cormier to accept Portage Construction's bid of \$10,200. Steve Belanger seconded the motion. Motion carries.**

OLD BUSINESS:

3. Bear Bait Site for Hopkins – Steve Hopkins asked the Board if he could post signs around his sites to keep the hound hunters off his baits. He would like to have them from August 1 to October 1. The Board agreed to the signs. Steve wanted the Board to know the North Maine Woods was issuing permits for bear baiting sites on the Towns land and collecting fees for the sites. Steve reported that the contact person is Michael McGlaughlin. Pat stated that ^{Caron}~~Karen~~ was also a contact person. The Board agreed to have the Town Manager to sign the signs for the Board.

5. West Road Project Update – the Town Manager reported that she had sent out letters requesting bids for paving. Pat recommended contacting Ryan Pelletier to get a start date on this project.

6. Quote on Office Equipment – The Town Manager is requesting another fireproof file cabinet and a color copier for her office. Discussion followed on the color copier versus a color printer. Pat Raymond recommended getting prices from Netherland Office Supply, Staples, and Boise Cascade for prices on these items.

7. Petition to Recalculate – A misunderstanding has occurred on a directive for letters to be compiled to send to the school board. This item is tabled until later in the meeting.

NEW BUSINESS:

1. Winter Sand Bids – Previously done.

2. Stockford Road ~ Ken Nelson – Previously done.

3. Gorneault Camp Demolition – The Town Manager reported that she had a request from Mr. Gorneault to have the fire department burn his camp as a training session. She has already informed him that he would have to prepare the camp prior to the training burn. Discussion followed on the close proximity of this camp to the lake and the other camps. The manager reported that Mr. Gorneault has had some vandalism at the camp and feels the camp is unsafe. The fire chief will need to look at it. The manager was directed to look for a policy for burning buildings.

4. Volunteer Insurance – The manager presented the number of volunteers and reminded the board of the article in the Maine Townsman regarding volunteers. The Board approved coverage for 40 volunteers.

5. Dean's Liquor License – Having no objections to the liquor license for Dean's, the selectpersons signed the license.

At this time the Board reviewed the minutes from the previous meetings. **A motion was made by Steve Belanger to approve the minutes of the August 2, 2006 meeting. Motion seconded by Gerry Cormier. Motion carries.** Discussion followed on the motion made at the August 2, meeting to have the Town Manager start the process for the steps to be taken to petition to recalculate. **A motion was made by Gerry Cormier to approve the minutes of the July 19, 2006 meeting as written. Motion seconded by Steve Belanger. Motion carries.**

Update from Pat on the meeting with the Town Forest Group. All present, Herb MacPherson, Corinne Routhier, Darcy Gagnon, Kerry Flint, Greg Davis, and Rita, are willing to be on a committee to oversee the Town Forest. Rich Hoppe and Laura Audibert were not present. The manager reported that Rich Hoppe is very interested in this project.

Motion
on
Minutes

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Return to # 7 Petition to Recalculate. Discussion followed on the steps to take for the petition. Gerry discussed the steps to take to move forward. A letter needs to be compiled and sent to Portage's school board members and one to the other Towns in the district. The two school board members can decide between them who will be on the committee. As our school board members, they can circulate the petition when it is ready.

SELECT PERSONS CONCERNS:

Gerry Cormier – there is a canopy and some picnic tables at the beach that need to be repaired and painted.

The Town Manager reported that Paul and Martha Wheeler donated a picnic table to the Town.

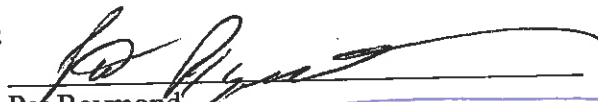
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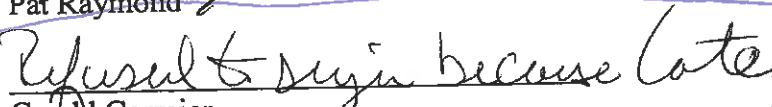
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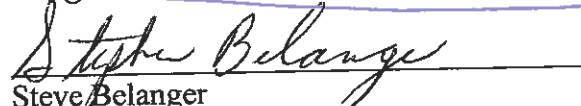
A motion was made by Gerry Cormier to appoint Dan Perreault to the Planning Board. Motion seconded by Steve Belanger. Motion carries.

A motion was made by Steve Belanger to adjourn at 11:00 P.M. Motion seconded by Gerry Cormier. Motion carries. (Time 4 hours)

APPROVED:


Pat Raymond


Gerald Cormier


Steve Belanger

After participating in the motion to approve.

Manager Only

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
Thursday
September 7, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of August 16, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Update on Bear Bait Site for Hopkins
2. West Road Project Update
3. Public Works Update
4. Stockford Road Decision
5. Petition to Recalculate

NEW BUSINESS:

1. Key Bank Financial Services ~ Tanya LaPoint
2. Bids On Paving Project
3. Dean's Special Entertainment License ~ Signatures Required
4. Abatement for PHCC ~ Signatures Required
5. Veterans Exemption ~ Signature Required
6. Clerks Request for Nashville Plantation
7. Lawn Mower Repairs
8. Tree Canopy Project
9. Fire Departments' Proposed Budget
10. County Tax Certificate ~ Signatures Required
11. Employee Wages
12. 2006-2007 Proposed Budget and Set Date for Joint Budget Meeting
13. Auditor's Reports for 2006 Shortened Year

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
(Rescheduled from Sept. 6, 2006)
SEPTEMBER 7, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Chairman, Pat Raymond; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Terry LaPoint, Key Bank Financial Representative and Theresa Lyons, Bank Manager; Craig Trombley of Trombley Industries; Dave Bolstridge, Fire Chief, Harvey McLellan, Aaron McLellan, Dave Pierce, Firemen; Joanne Nelson, resident and school board member; and Steve Sherman, Oxbow Selectman; Judy Moreau, and Clayton Demerchant, residents.

A motion was made by Gerry Cormier to open the paving bids. Steve Belanger seconded the motion. Motion carries. # 2 NEW BUSINESS: Two bids were received. Trombley Industries bid was \$69.35 per ton using 990 tons. Total estimated price for project \$68,656.50 for one half mile of paving. Lane Construction Corporations bid was \$67.65 per ton using 1,000 tons. Total cost for project \$67,650.00. **A motion was made by Gerry Cormier to accept the bid \$67,650 from Lane Construction. Steve Belanger seconded the motion. Motion carries.**

NEW BUSINESS:

1. Key Bank Financial Services – Tanya LaPoint presented the Repo Agreement Service provided by Key Bank. She gave examples on how the account breaks down using the most active month. She stated there was an analysis charge of \$8 and a \$20 fee for KTT on line banking. There is a .08 charge per check for checks processed monthly. The charge for Overnight Repo Sweep Account is \$75.00 per month; account analysis \$57.00 per month. The estimated total monthly cost is \$132. Target balance for checking is \$50,000 at 4.20%. The Key Repo Account estimated earnings is \$1,250 per month. This account is not FDIC insured but collateralized. Funds are collateralized as a service. There were no questions from the Selectpersons at this time. The Board thanked Tanya and Theresa for their presentation.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Update on Bear Bait Site for Hopkins – The Town Manager reported that she had received a visit from the local game warden and a telephone call from Inland Fisheries and Wildlife regarding the laws for bear hunting with dogs. Title 12 will not allow anyone to change the laws. Rita stated she explained the situation and then decided to contact Steve Hopkins and have him remove the signs. Al Cowperthwaite was to be at the meeting but to discuss this situation was unable to make it. He wanted to discuss

moving the gate closer to Town, but it seems that that others in the company are not in agreement. He will get back to us later this fall.

2. West Road Project Update – The Town Manager reported that Ryan Pelletier stated that they would be starting the project in a week. The time frame for completing Pelletier's work is one week. Tim Ring of Lane Construction reports that they can do the paving in one day.

3. Public Works Update – The manager reported that the ditching project on Cottage Road is completed. Vaughn has a couple more things that he would like to see done on Cottage Road. The turn-a-round needs some ditching and shaping to prevent the water from filling in and freezing. Pat asked about the dump body for the old truck. Rita stated that Vaughn though he had to wait for this. He will be calling Dan tomorrow to make arrangements to get the dump body. Dave Pierce asked about the turn around at the fire hydrant on Sutherland Street. He reported that the fire truck has a hard time getting out of there in the spring. Dave asked about ditching. Pat reported that the Town is limited to the area as we don't own the land. We have an easement for expanding the turnaround. Dave wasn't aware that the Town didn't own the property around it.

4. Stockford Road Decision – The Manager reported that she wanted to make sure she had noted correctly that Mr. Nelson would be contacting property owners on Stockford Road and getting back to the Town in the spring. The Selectpersons agreed that this is the plan.

5. Petition to Recalculate – The Manager reported that the letters have been sent to the two school board representatives, the Chair of the School Board, and all other Town Managers or Selectpersons in MSAD #32. The interim superintendent, Ann Bridge, had called to ask if Portage was considering pulling out of the district. If so, this would affect the building of the new school. Rita reported that she had explained the reason for the petition. Pat asked if those present were aware of the reason behind the request to petition. Joanne Nelson, School Board Rep. for Portage Lake, stated she wasn't really sure of why this had come about. Pat asked Gerry to elaborate on why this came about. Gerry stated that In 1982 the Town had entered into a contract with MSAD #32 where they agreed to a payment based on 70 -30 participation. That agreement has been expired for the past two years. It has come to us from the taxpayers of Portage that the ratio of payment for the number of students is exorbitant. Portage is paying \$10,000 per student and Ashland is only paying \$3,000 per student. Joanne Nelson stated that when everything is figured out, everyone is paying the same. Gerry asked what the difference is. Something is not right in the equation. Pat stated that the bottom line is the contract has expired. Gerry went on to explain the steps to form a committee and the process for the meeting. Discussion followed on the rate for the district and how it would affect every town in MSAD #32. Joanne asked who decides the ratio. Gerry responded the committee

NEW BUSINESS:

1. Key Bank Financials – Previously done.

2. Bids on Paving – Previously done.

3. Deans Special Entertainment License – The Selectpersons reviewed the license and signed it.

4. Abatement for PHCC – The Town Manager presented an abatement form requiring the Selectpersons signatures authorizing her to process the abatement. The Selectpersons signed the abatement form

5. Veterans Exemption Form – The Manager presented a Veterans Exemption Form. The Selectpersons reviewed the form and Pat Raymond signed as Chairman of the Board.

6. Clerks Request for Nashville Plantation – The Manager presented a request from Kathy Gagnon, Town Clerk, to serve as Warden and Registrar for Nashville Plantation for State and Federal elections. The Board of Selectpersons agree that the request needs to be in writing from Nashville and a decision needs to be made as who pays Kathy if she is doing work for Nashville.

7. Lawn Mower Repairs – The Manager reported that the motor on the mower is shot. There is a rod through the short block. Another short block would cost \$1,300 and Theriault would have to do the work for it to be under warrantee. The Selectpersons direct the manager to put this out to contract for the remainder of the year.

8. Tree Canopy Project – The Manager presented a request from Vaughn Devoe for cutting back the trees that overhang or cover the roads in town. This would require a tree service company to trim these trees back. This overhang prevents the sun from shining on the roads which would help with warming of the pavement in the winter months. Pat asked for a list so he can look at this first.

9. Fire Department's Proposed Budget – The Manager presented a copy of the proposed budget to the Selectpersons for review. She also gave them a copy of the letter received from K & T with their results of testing the fire trucks. Fire Chief, Dave Bolstridge, also presented a copy of the testing done on the trucks. Dave reported that the grant application is still in the competition. Questions were asked about the payroll and stipends. Discussion followed on setting an hourly rate of pay rather than a per meeting rate and dividing the amount that would be paid to others if they attended the meetings.

10. County Tax Certificate – The Manager presented the certificate to the Board of Selectpersons signatures. The Board reviewed and signed the certificate.

12. 2006-2007 Proposed Budget and Set Date for Joint Budget Meeting – The Town Manager reported that she had 7 individuals for the Budget Committee. Judy Moreau stated she would be unable to attend. Rita will call the Committee members to see how many are available. The Selectpersons reviewed the proposed budget and made recommendations for changes. Rita will see that these are made and will have a new printout for the Board for the work session. Discussion followed on line item budgets

and how it would require a Town Meeting to appropriate more money for any item that exceeded the appropriated amount for that specific item.

11. Employee Wages – A motion was made by Gerry Cormier to go into Executive Session under M.R.S.A. P. 405(6) (A) for Personnel Matters. Steve Belanger seconded the motion. Motion carries. Time 9:30 P.M.

A motion is made by Gerry Cormier to come out of Executive Session. Motion seconded by Steve Belanger. Motion carries. Time 10:05 P.M.

Employee Wages
Executive Session

A decision was made to increase wages for Kathy Gagnon, Vaughn Devoe, Lewis Cousins, and Rita Sinclair by 5%.

13. Auditor's Report for the 2006 Shortened Year – The Manager presented copies of the report to the Selectpersons to review at their leisure.

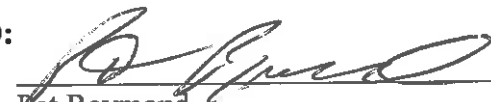
SELECTPERSONS CONCERNS:

Pat – Repair for the base of the flag pole in the town square.


Steve - Prices for sign (lighted) to be used as a local event sign.

A motion was made by Gerry Cormier, and seconded by Steve Belanger, to adjourn. Motion carries. (Time 10:30 P.M.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS
&
BUDGET COMMITTEE MEETINGS
September 14, 2006
7:00 P.M.**

1. Call Meeting to Order
2. Request for Articles for Town Meeting

TOWN OF PORTAGE LAKE
SELECTPERSONS & BUDGET COMMITTEE MEETING
September 14, 2006
7:00 P.M.

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Darey Gagnon, Ray Cyr, Bud Clark, Angie Burton, Audrey Rafford, Dan Higgins, and Darrell Soucy, all Budget Committee Members.

Pat announced that the Board of selectpersons needed to meet briefly in order to consider articles to include in the Town Meeting Warrant.

Steve Belanger presented the request from Portage Lake Association for \$500 as the Towns share of matching funds for the Invasive Aquatic Plant Grant for 2007. **Gerry Cormier made a motion to include the article in the warrant for Town Meeting. Steve Belanger seconded the motion. Motion carries.**

A request from the Portage Lake Tourism Committee was read, asking the voters to raise and appropriate \$3,500 for fireworks. **A motion was made by Steve Belanger to include this as an article in the Town Meeting Warrant with no recommendation from the Selectpersons. The Motion was seconded by Gerry Cormier. Motion carries.**

A request was made by the Portage Lakers Snowmobile Club Inc .for an article asking the voters for \$2,500 for the purpose of maintaining snowmobile trails open for use to the public. **A motion was made by Gerry Cormier to include this as an article in the Town Meeting Warrant. The motion was seconded by Steve Belanger. Motion carries. This article will have no recommendation from the Board of Selectpersons.**

A motion to adjourn was made Steve Belanger. Gerry Cormier seconded the motion. Motion carries. (Time 15 min.)

*Bdgt Com. Meeting adjourned at 8:30PM
(Time 1 hr. 30 min) RMS
Secretary*

APPROVED:


Pat Raymond


Gerry Belanger


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

**Tuesday
September 26, 2006
7:00 P.M.**

SELECTPERSONS MEETING

Call Meeting to Order

Approve Minutes of August 16 and September 7, 2006 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. West Road Project Update
2. Public Works Update
3. Petition to Recalculate
4. Slide Delivery
5. Lawn Mowing Proposals
6. Nashville Request for Clerk services
7. Key Bank Financials
8. Katahdin Trust Financials

NEW BUSINESS:

1. Trapping Permission
2. Request for Land Purchase
3. Cottage Road Right of Way for Walking Trail
4. ATV Request for Docks
5. Pricing on Sign
6. Veterans Exemption

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
September 26, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Vaughn Devoe, Public Works Director; Kathy Gagnon, Town Clerk; Brian Cote, Darey Gagnon, and Ray Cyr, residents.

A motion was made by Steve Belanger to accept the minutes of the August 16, 2006 minutes as written. The motion was seconded by Gerry Cormier. Motion carries.

A motion was made by Steve Belanger to accept the minutes of the September 7, 2006 meeting as written. The motion was seconded by Gerry Cormier. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. West Road Update - The town manager reported that other than the reclaiming the surface nothing has been done. As soon as the work on Route 11 is finished they will start on West Road.

2. Public Works Update -- The manager reported that she would turn this over to Vaughn Devoe as there were some spec problems with the dump body. Vaughn reported that he contacted H.P. Fairfield for specs on this size body. He doesn't have a problem cutting and reshaping the front of the body, but there is a problem with the overhang on the body even after it is cut. Discussion followed on what problems might occur because of the additional weight and length of the dump. It was suggested that the old body be put back on. This body will not pass inspection which is due in January. Pat suggested having George Baker or Eldon York look at the dump body. **A motion was made by Gerry Cormier to table until there is more information. The motion was seconded by Steve Belanger. Motion carries.**

Tree Canopies -- Vaughn reported that some branches are 20 feet long and overhanging the road. When snow falls these branches will lower and hit on the school bus and the plow truck. Without these branches, the road would be open to the sun to help with thawing this winter. Pat stated the Board will look at these areas and make a decision.

Picnic tables- Vaughn showed a piece cut from one of the tables to repair another table. The piece looks fine from the outside but is rotten inside. Gerry recommended replacing a few tables each year. Steve agrees. The canopies over the picnic tables are in

the same condition. Steve recommended writing a letter to Mr. Irving and ask for a donation of lumber to replace the picnic tables and canopies at the Town beach and park Discussion followed on mulch for the beach. Pat suggested calling Maine Woods Co. for hardwood mulch.

Vaughn asked if materials from the town pit could be used for shoulders and the turnarounds instead of purchasing materials. He explained the difference between the material in the pit and what we purchase. Pat directed the town Manager to call the Irving office to find the contact person for the town pit. The Board thanked Vaughn for coming in as he left the meeting room.

6. Nashville Request for Clerk Services – Kathy Gagnon, Town Clerk, presented a letter from Jim Beaulier and explained the situation on the voting for Nashville. The state needs something in writing from the Selectpersons granting permission to Kathy to do the voting for Nashville. Usually they have 10 voters out of 25. Kathy presented a sample of costs from Caribou from what they do for the Town of Connor. Discussion followed on compensation for Kathy, the clerks, and the use of the building, and utilities. Pat recommended a set fee per election. **A motion was made by Gerry Cormier to charge a \$400 fee. The motion was seconded by Steve Belanger. Motion carries.** A letter of proposal needs to be sent to Nashville Plantation. If they don't agree then they can counter offer or come see the Board.

3. Petition to Recalculate – The Town Manager presented copies of a letter from interim superintendent, Ann Bridge, stating that school board members cannot circulate a petition for the town. She explained that their duties and responsibilities for the school board. Gerry Cormier questioned why this was a concern. The Town Manager stated that was what the Selectpersons had decided and she had mentioned that in her letter to the two school board members. One of the school board members had taken this to the interim superintendent and she had, in turn, brought it to the town manager's attention as well as sending a letter to the Selectpersons. Gerry questioned the minutes and the Town Manager stated that she would find it on the tape for the next meeting. Gerry suggested that from this point on any letters concerning this subject be reviewed by the Board before being mailed. He also asked for copies of all letters that went out to towns and the school board members.

5. Lawn Mowing Proposals – There were two proposals received. One was from Otis Nelson for \$75 per hour for a 72 inch mower. The other was from Darey Gagnon for \$30 per hour. **A motion was made Gerry Cormier to accept Darey Gagnon's proposal of \$30 per hour for the remaining season. Steve Belanger seconded the motion. Motion carries.** Gerry suggests that a cost analysis for mowing for next season.

6. Nashville Request for Clerk Services – Previously done.

7. Key Bank Financials & 8. Katahdin Trust Financials – The Town Manager reported that she had reviewed the proposals done by the banks. The proposal done by Katahdin Trust cannot be compared to the Proposal from Key Bank, as Katahdin did not consider anything but the money in their bank that was above the insured amount, where Key

Bank had taken all Towns money into consideration. The manager contacted Janet Jandreau to ask if Katahdin Bank could do a proposal on all money and not just what is over the insured amount. **A motion was made by Gerry Cormier to table until after Town Meeting. Steve Belanger seconded the motion. Motion carries.**

NEW BUSINESS:

1. Trapping Permission – The Town Manager presented a request from Wayne Flint to trap on town land. **A motion was made by Gerry Cormier to grant permission to Wayne Flint to trap on town land. A letter of agreement needs to be signed Wayne Flint. Steve Belanger seconded the motion. Motion carries.**

2. Request for Land Purchase – The Town Manager presented a request a request from Harold Cyr to purchase land on West Road. After discussion on what the town might be able to do with this property the Board decided this would something to be brought up at an open Town Meeting. **A motion was made by Steve Belanger to refuse the offer to purchase until the Town decides what it wants to use this property for. Motion seconded by Gerry Cormier. Motion carries.**

3. Cottage Road Right of Way for Walking Trail – The Town Manager reported that Corrine Routhier requested to use the area off the shoulder of the road for the walking trail. Pat doesn't have a problem with this but would like to see a plan for this trail.

4. ATV Request for Docks – Darcy Gagnon has requested the docks at the transfer station to use on the ATV trail. **A motion was made by Gerry Cormier to give the docks to the ATV Club. Steve Belanger seconded the motion. Motion carries.**

5. Pricing on Signs – The Town Manager presented prices for a sign to post events on. The Selectpersons suggest asking the Coffins or Deans to add a section to the existing sign at the Towns expense to display Portage information. A lease would be considered. The Manager will talk to the owners.

6. Veterans Exemption – Pat Raymond signed the Veterans exemption after it was reviewed by the Selectpersons.

SELECTPERSONS CONCERNS:


Gerry - Minutes to meetings being sent to the Selectpersons to review before the next meeting. The other is copies of letters that go out of this office to different entities be reviewed by the Selectpersons before mailing. Not all letters would need to be reviewed, but anything of importance.

Steve – Does Lewis have any information on the floating camper? The Manager hasn't heard anything but she will check with Lewis.

Pat – Beach and Town Square need to be closed for the winter.

A motion to adjourn at 8:50 P.M. was made by Steve Belanger and seconded by Gerry Cormier. Motion carries. (Time 2 hrs.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

**Tuesday
October 10, 2006
7:00 P.M.**

Call Meeting to Order

Approve Minutes of September 14, and September 26, 2006 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Nashville Request for Clerk Services
2. West Road Project Update
3. Public Works Update
 - A. Dump Body
 - B. Tree Canopies
 - C. Ledge Pit
4. Quotes on Fire Proof File and Color Copier
5. Petition to Recalculate
6. Key Bank Financials
7. Katahdin Trust Financials
8. Cemetery Update

NEW BUSINESS:

1. Request for Land Purchase
2. Portage Lake Association
3. Homeless Shelter Request
4. Cottage Road Right of Way for Walking Trail
5. Approve Meeting Dates for quarter
6. Dividends ~ Workers Comp. and Property & Casualty Pool

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
October 10, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.m. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Christine Murphy, Nashville Plantation Assessor; Cherry Danker, Rudy Buitron, Dave Farnum, Darey Gagnon, Residents; Kathy Gagnon, Town Clerk; Peggy Gagnon, non resident.

A motion was made by Gerry Cormier to approve the minutes of the September 14, 2006 meeting as written. The motion was seconded by Steve Belanger. Motion carries.

A motion was made by Steve Belanger to approve the minutes of the September 26, 2006 meeting as written. The motion was seconded by Gerry Cormier. Motion carries.

The Treasurers warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: Peggy Gagnon lives in New Hampshire and works for the Alzheimer's Association. Peggy stated that on her last trip her brother, Darey Gagnon, had brought to her attention that there were issues with seniors from the community leaving the area because of lack of community housing that allows for special needs. Portage has 19% of its population over the age of sixty-five. Peggy stated that she has talked with contacts from the Maine Housing Authority and has found that they are revising the guidelines for housing now. She strongly believes that now is the time for a collective unit to contact Augusta by way of petition, or a letter for people to sign, to make them aware of the need for housing in Portage. Otherwise there will never be housing that would allow Portage citizens to age in place in an environment that's safe, clean, that meets their needs as they age. Peggy offered to assist with her contacts or in any way she can to be a voice for the Town of Portage Lake. Gerry Cormier asked if politically if there were any senators or representatives that would assist in this. Peggy stated that they would be part of the process. She went on to say that at one time public water and sewer were part of the criteria for the guideline. Gerry stated that was what the Town has been told in the past. Cherry Danker was an integral part of the prior process that was initiated and she reported that one of the criteria at that time was that there had to be sufficient housing in the town that was not affordable to low income senior citizens. Pat Raymond stated that it wasn't so much a shortage of housing as the individuals are not as independent as they used to be. It becomes too expensive to maintain a home and those who have to sell end up moving away. Discussion followed on the reasons that housing hasn't happened in Portage Lake and the steps to take to start this process. Peggy suggested contacting Maine State Housing and legislators to get something going. She reported that the web site has an outline on available funding. The Board thanked Peggy for her information.

OLD BUSINESS:

1. Nashville Plantation Request for Clerk Services – Pat reviewed what has transpired to date on the request for clerk services for Nashville. He has read the letter from the Department of the Secretary of State regarding elections asked that Chris present Nashville's request. Chris reported that the Selectpersons request for \$400 for the elections was agreeable to Nashville's Board. There is some question to it being that amount for the year or if it is for \$400 per election, which would be difficult. Discussion followed on the motion. Gerry stated there should be a contract for services. **A motion was made by Gerry Cormier to charge a fee of \$400 per year for all services to Nashville Plantation for elections as stated in the contract. Motion seconded by Steve Belanger. Motion carries.**

Discussion was entered into on Nashville's use of Portage Lake's Transfer Station. Chris asked for a list of acceptable items. A contract, or agreement, for residential use of the facility needs to be prepared. Chris reported that Nashville is willing to pay \$20 per Saturday up to \$500. **A motion was made by Gerry Cormier to accept Nashville Plantation's offer for \$20 per Saturday up to \$500 for residential use only of the transfer station. Steve Belanger seconded the motion. Motion carries.**

Pat directed the meeting to #1 under NEW BUSINESS.

NEW BUSINESS:

1. Request for Land Purchase – The Town Manager presented a letter of request to be placed on the agenda to discuss purchasing land from the Town from Dave Farnum. Gerry read from the minutes the decision made by the Board of Selectpersons at the previous meeting. The Selectpersons reassured Mr. Farnum that this is something that would have to go to the voters at Town Meeting before selling that land became an option. There would be a public notice to accept bids.

OLD BUSINESS:

2. West Road Update – The Town Manager reported that when the road was dug up there was an area that had to be dug deeper than expected. This created a high spot in the ditch where the water will be over the fabric that was installed. This will create problems with the road surface comparable to what we have already experienced. Rita reported that she had talked with Omer Pelletier today and he estimated \$160 for the ditching machine and a truck plus operators. Discussion followed on the specs for the project and if this exceeded what was required. The Board directed the Town Manger to talk to Omer Pelletier to get the time it would take to do this. **Steve Belanger made a motion to continue with the project and expend up to \$2,000 to get it done. Gerry Cormier seconded the motion. Motion carries.** The Town Manager reported that there is a depression beyond the road work that is being done. She presented pictures taken by Vaughn Devoe, Public Works Director, which show an area 4 feet in width and 7 inches

deep that will create a problem when plowing this winter. Vaughn would like to purchase enough material to fill in that area.

3. Public Works Update

A. Dump Body – The Town manager reported that the dump body has been sold. Pat reported on the circumstances with the dump body. After discussion, the Board directed the Manager to get prices to patch the dump body to get by this winter. Also get prices on flaps and steel plat to mount hopper. Pat suggested getting a price on a new dump if repairing was going to be \$3,000 or more.

B. Tree Canopies – Pat has looked at these areas and feels the Town has better things to spend time and money on. Gerry doesn't feel this would have any affect on the road.

C. Ledge Pit – The Town Manager reported she had spoken with Matt Stedman about the ledge pit. He quoted \$1.75 per ton (est. 1 yd.) for materials. Since the Town owns half of the property it would cost .50 per yard.

4. Quotes on Fire Proof File and Color Copier – the Town Manager presented quotes for the fire proof file cabinet. **Gerry Cormier made a motion to accept the quote from Netherlands Office Supply of \$1,509. Steve Belanger seconded the motion. Motion carries.** The manger then presented quotes on the color copier from Netherlands, Staples, and Levesque. The copiers from Netherlands and Staples are comparable. After discussion it was recommended to get a price on the 2820 from Netherlands. The Board authorized the manager to purchase the less expensive copier.

5. Petition to Recalculate – The Town Manager reported that she had spoken with Ann Bridge, the interim superintendent of MSAD # 32. Ann is familiar with the process for recalculation as her home town has just completed the same process. The Manager stated she has the tape from the August 2, 2006 meeting regarding the circulation of the petition by the town's school board members if the Board wants to listen to it. Rita reported that she does not have a copy of the letters sent to the two school board members. The two members have been contacted, but they do not have their letters, nor does the superintendent. The manager provided Gerry copies of the letters she has sent to school board chairman and the other towns in the district. She provided copies of the petition she has typed based on a copy of the petition circulated by the Town of Abbott, Maine. She also provided the selectmen with copies of Maine Statute Title 20-A section 1302(3) and 15690 as referred to in the petition. Discussion followed on the circulation of the petition, the number of signatures needed, and how the petitions are handled after they are signed.

6. Key Bank Financials – 7. Katahdin Trust Financials (combined) – The Board reviewed the information provided by Key Bank and Katahdin Trust. Pat asked the Manager for her views on the proposals. Discussion followed. **A motion was made by Gerry Cormier to accept Katahdin Trust's banking proposal. Steve Belanger seconded the motion. Motion carries.**

8. Cemetery Update – The Town Manager reported that the Town's attorney has sent a copy of the letter he sent to Robin Richtarich, Dawn Casella, and Dominic Ambrogio, owners of the property the town is purchasing for a cemetery entrance. As soon as the Quit Claim Deed and Transfer Tax Declaration signed and returned to the Towns' attorney, a check will be issued and the transaction will be completed.

NEW BUSINESS:

1. Request for Land Purchase - Previously done.

2. Portage Lake Association – The Town Manager briefed the Board on the PLA purchasing and placing buoys on the lake. She then read excerpts from a letter from the Portage Lake Association stating the Board of Directors decided they will no longer accept responsibility for placement of buoys. The Town will have to accept the responsibility of placement and maintenance and liability for the buoys. The PLA is willing to assist in placement and maintenance of the buoys, but that will be the extent of their involvement. They hope that the Town understands their concerns and is willing to work together to resolve this matter. Discussion followed on what has transpired with the buoys breaking loose and problems incurred by boaters. The town manager will contact MMA for repercussions for a municipality on a body of water. Gerry Cormier suggests tabling this item until a later date.

3. Homeless Shelter – the Town Manager presented a request from the Homeless Shelter for \$445 for the 2007 year. Discussion followed. Rita will respond to this in writing to the increase and the amount that the Town has appropriated.

4. Cottage Road Right of Way for Walking Trail – Not enough information to proceed.

5. Approve Meeting Dates for Quarter – The Town Manager presented the meeting dates starting with a meeting for October 17 in order to get back on schedule. The Board agreed to have a brief meeting on the 17th.

6. Dividends ~ Workers Comp. and Property & Casualty Pool – The Town Manager announced the Town has received a dividend check for \$730 from Maine Municipal Association because of its a good loss experience over the past year. This amount is broken down between Workers Comp. and Property and Casualty Pool. The Board, in the past, has allowed the employees to use some of these funds for an appreciation luncheon. Steve Belanger stated he believes this should be mentioned in the Managers report so Townspeople are aware that although the Town pays a lot for insurance, when we have good employee relations it pays off.

SELECTPERSONS CONCERNS:

Pat – Winter sand. Rita reported that this project is complete.


Gerry – presented an article from the Bangor daily News reporting that the Town of Houlton has renegotiated their TIF Agreement. This allows the town to 1) offer TIF's to other companies if there was a possibility of a new one coming in, and 2) to increase the amount of infrastructure they have in their town. Discussion followed on the amount of money appropriated for the TIF the Town now has and if renegotiated, there would be money to go towards roads and the school. Gerry suggested entertaining the possibility of having the Town's attorney look at this to see if it could be renegotiated. The Board would like copies of the TIF Agreement.

Gerry also asked about the Fire Department grant and the decision on the pay scale. The Manager reported that she has not heard on the results. She will ask the department to attend the next meeting with their decision.


Pat – Formulate cost for mowing. Darcy was asked about the time it took him to mow. He responded that it would take more time at different times of the year. Darcy asked what the Board was going to do with the old mower. He is interested if the Board is planning on selling it. Pat stated if purchasing is considered, a call needs to be made to see about a trade in allowance.

A motion to adjourn was made by Steve Belanger at 9:15 P.M. Motion seconded by Gerry Cormier. Motion carries. (Time 2 hrs. 15 min.)

APPROVED:



Pat Raymond



Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

**Tuesday
October 17, 2006
7:00 P.M.**

Call Meeting to Order

Approve Minutes of October 10, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. West Road Project Update
2. Public Works Update
 - A. Dump Body
3. Petition to Recalculate
4. Liability for Placement of Bouys
5. Cottage Road Right of Way for Walking Trail
6. Information on Mower

NEW BUSINESS:

1. Assessors Signature for 801 Form
2. Clerk's Vacation
3. Request for Project Graduation
4. Copies of TIF Agreement.

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
October 17, 2006
7:00 P.M.**

The Meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Chairman, Pat Raymond, Gerry Cormier, Selectperson; Rita Sinclair, Town Manager; Darey Gagnon, Resident; Omer Pelletier, Contractor. Absent: Steve Belanger.

A motion was made by Gerry Cormier to accept the minutes of October 10, 2006 as written. Motion seconded by Pat Raymond. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. West Road Project Update – The Town Manager presented information regarding the additional 150 feet that Pelletier & Sons had milled and repaired. This presents an additional cost to the Town for paving. She reported that she had contacted the Town's attorney with all information regarding the project on West Road. The response was that this would be a conflict of interest for him as he is Pelletier & Sons Attorney. At this point Omer Pelletier, contractor for Pelletier's, entered the meeting room. He stated the contract called for 2500 feet (contract called for ½ mile) and while he was milling he decided to go the extra footage and go to a good pavement. He absorbed the cost for the work. Discussion followed on the additional footage and the cost incurred for Lane to pave the extra footage. Gerry stated the budget was set and already there is an additional cost of \$2,000 for ditching. Omer stated that the sub-grade was pitched from the far side to the ditch and now the ditch is higher than the sub-grade. Pat stated that we want the job done so that there are no issues after the job is complete. On the other note, we now have an issue with additional cost to what was quoted. Mr. Pelletier reassured the Board that they would have a better road. Pat asked Rita the additional cost for paving to which she responded between \$3,500 and \$4,000. Omer recommended cutting the pavement back to 2 ¾ inches instead of 3 inches. He stated that the ditching would be 600 to 700 feet long. Rita will call Tim Ring of Lane Construction in the morning to get his input. The Board thanked Omer Pelletier for coming to the meeting. Discussion followed on the lack of communication when the contractor ran into problems. The shoulders are not complete and there is a shelf in the ditch from the sub-grade. Rita informed the Board of the amount of money left in the Road Improvement Account. Rita will also call Ryan Pelletier, engineer for Pelletier & Sons, to discuss the matter with him to be sure he is aware of what is going on.

2. Public Works Update -

A. Dump Body – The manager reported that she has not heard back from Eldon York. Pat asked if Rita had contacted Howard Fairfield to see if they still had a body. She stated she had not but would do so tomorrow. Pat reported that Steve Belanger had talked with Richard Theriault who is willing to deliver a dump body for \$200.

3. Petition to Recalculate – The manager reported that as soon as she can get the signature lines in the final draft will be done. Pat asked if there was a time frame for the petition to be out. Rita stated there was not, but if it could be done before the next budget in case there are changes...

4. Liability for Placement of Buoys – The manager reported that she had spoken with Mike Stultz, attorney from Maine Municipal Association, who stated the municipality is not liable for the buoys. Pat asked why the Lake Association abandoned this project. Rita reported that the association, a separate entity from the Town, was afraid of the liability. They are willing to assist the Town but do not want to incur any liability. The Manager will contact Inland Fisheries to see if there is any assistance available through them for placing markers or buoys.

5. Cottage Road Right of Way for Walking Trail – Nothing new to report.

6. Information on Mower – the manager reported that she had pulled the information on the mower and contacted Theriault Equipment for information and to see if there would be a trade in allowance on the old mower. She has yet to hear from them. The old mower is a 1996 and the town paid \$3,750 at that time.

Other: Gerry asked about the cemetery purchase (paperwork has not been returned), and the fire department decision (expect them at the next Board meeting). Gerry asked if there were permits for (1) gravel for the runway, and (2) the shed at the state forestry building. Rita reported that Lewis will answer those questions at the next meeting. Pat asked about the camper on the Hathaway Road. Rita responded that Lewis had found it and was proceeding from there.

NEW BUSINESS:

1. Assessors Signature for 801 Form – the manager presented an 801 Form from Maine Woods Co. She was uncomfortable with their method of calculating depreciation so she sent photo copies to Ray Gannon to review. Ray is the individual hired by the town to review the personal property at the mills. He had reviewed and confirmed the calculations would present the same end results. The form was reviewed by the selectpersons and signed by Chairman, Pat Raymond.

2. Clerk's Vacation – the manager reported that Kathy Gagnon would be out of the office from October 18 through the 25th for vacation.

3. Request for Project graduation – the manager presented a request for a monetary donation for Project Grad 2007. The Selectpersons agreed to offer the use of the Town Hall for Project Grad 2007 functions.

4. Copies of TIF Agreement – the manager presented copies to the Selectpersons for their review.

OTHER: the manager presented a request to purchase one of the old computers by Steve Skinner, public works assistant. The selectpersons agree to sell the old computer as long as there is no data in it. Pat offered a monitor for free. If Steve is interested, Pat will bring it to the Town Office for him.

SELECTPERSONS CONCERNS:


Gerry – 1. Crosswalks for pedestrians are a continuing dilemma and needs to be pursued for next year. 2. Signage for snowmobile crossings at both ends of town to make motorists aware of the crossings, especially the one between Deans and Coffins. Darcy Gagnon added that there are three crossing in Town. There is signage, but the signs are small. Gerry feels that the one in Town is the most crucial. 3. The railroad crossing on Cottage Road needs to be addressed. There is a 3 to 4 foot drop within 10 feet of the crossing on the right side of the roadway. There isn't enough room for two vehicles to meet there.

Pat – Housing needs to be addressed. We've talked about it for several years but that's as far as it has gone. Discussion followed on what steps to take to start this process. Rita suggested a letter of interest to townspeople followed by a public hearing. Gerry agrees that once we know how many people are interested, we can have a meeting and form an advisory committee to pursue this.


Darcy Gagnon asked about the junkyard on West Road. Discussion followed on what constitutes a junkyard. Rita will let Lewis know of this.

A motion to adjourn was made by Gerry Cormier at 8:15 P.M. The motion was seconded by Pat Raymond. Motion carries. (Time 1 hr. 15 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

Absent on 10/17/06

**TOWN OF PORTAGE LAKE
GENERAL ASSISTANCE PUBLIC HEARING
&
SELECTPERSONS MEETING**

**Tuesday
November 7, 2006
7:00 P.M.**

Call Meeting to Order

General Assistance Public Hearing
Close Hearing and return to Selectpersons Meeting

Approve Minutes of October 17, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Fire Department Decision
2. West Road Project Update
3. Public Works Update
4. Petition to Recalculate
5. Liability for Placement of Buoys
6. Information on Mower
7. Cottage Road RR Crossing
8. Nashville -Portage Lake Agreements
9. TIF Agreement

NEW BUSINESS:

1. Code Enforcement Update ~ Lewis Cousins
2. General Assistance Ordinance Maximums
3. Affordable Housing Draft Letter
4. Coca Cola 801 Form

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
GENERAL ASSISTANCE PUBLIC HEARING
&
SELECTPERSONS MEETING**

**Tuesday
November 7, 2006
7:00 P.M.**

The Meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Ray Cyr, Darey Gagnon, Cherry Danker, Rudy Buitron, Jeanne Jones, Pat Goodblood, Brain Cote, Residents; Lewis Cousins, Code Enforcement Officer for Town.

A motion was made by Gerry Cormier to accept the minutes of the October 17, 2006 meeting as written. Motion seconded by Steve Belanger. Motion carries

Pat Raymond opened the General Assistance Public Hearing. Town Manager, Rita Sinclair reported the maximum guidelines for assistance for income, food, utilities, and housing. She reported that the allowable amounts for housing are lower than rents in the area. She reported that housing was the only maximum that the Board did not have to adopt. If they set a figure then they are required to do a survey to show what the rates are in the area. Brain Cote asked if the Town supplied the money. Rita explained that the Town granted a voucher to the applicant, if they are eligible; and when the statement for services (example, heating oil) is received, then that is paid to the supplier. The town is reimbursed by the state for a portion of assistance granted. No money is ever given to the applicant, only vouchers. Since there were no questions from the floor, Gerry Cormier made a motion to close the Public Hearing. Motion seconded by Steve Belanger. Motion carries. Pat returned the meeting to the order of the agenda for the Selectpersons meeting.

The Treasurer's warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: Darey Gagnon asked if the Town was going to set up a committee for the centennial because the Tourism Committee can't do it all. They want separate committees for each organization to work on this. Pat asked Rita to place this on the agenda for the next selectpersons meeting.

OLD BUSINESS:

1. Fire Department Decision – Pat reported on the concerns that the Board had with the way the department figured their wages. Brian Cote reported that at last night's meeting the department had voted 9 to 1 for no change on the wages. Most of the departments in the county are paid this same way. Rita asked if the other communities were paid only for the meetings and training as opposed to getting paid per fire. Brian reported they are.

We don't get paid for fires, going to car accidents, washing driveways or when the trucks leave the building. The only time we're paid is for attending meetings and trainings. Pat reported that he doesn't have a problem with anyone being compensated for their time, but he believes the way it is being done is inappropriate and unethical. Discussion followed on how the department pays the men; how they record attendance, and if there is a penalty for missing meetings. The Board will attend the Departments next meeting to meet with the officers and discuss wages. Brian stated the next meeting will be the 20th of November at 7 P.M. Gerry asked about the fire truck. Brian reported that the International didn't pass the vacuum test and the Chevrolet didn't pass the pressure test. He stated the trucks will still pump water; they just won't pass the test. Pat asked if, in Brian's opinion, the town had a department that the town could depend on. Brian responded yes. If OSHA inspected, they might fine the Town for the trucks failing the test. The Town Manager reported that the department did not receive a grant towards the purchase of a new truck. Gerry asked about the training for driving emergency vehicles. Brian reported that Dave and Harvey did, and that the course would be coming up again in April. The selectpersons thanked Brian for coming to the meeting.

2. West Road Project Update – The town manager presented a draft of a letter she prepared for Ed Pelletier & Sons. She stated she was disappointed with the outcome on West Road. Gerry asked if the bill had been paid to which Rita responded it had not. She has not been able to talk with Omer Pelletier as he is always in a piece of equipment. She has talked with the president of the company and also with Garold, the CEO. Discussion followed on what the purpose of the letter was. Rita stated that she had been told that the company policy was to clean up any materials they put in the ditch. There was a shoulder on the road when the job was started, but not now. The specifications for the project were not followed. Recommendations were made for changes to the letter. Pat stated that a call needs to be made to Pelletier & Sons and, if there are no results, to follow up with the letter. Discussion followed on setting a deadline and a forfeiture of funds if work is not completed by that date.

3. Public Works Update – The town manager reported that Eldon York has not been successful finding another dump body for the truck. He did say he had one more person to call. The estimate he had provided to fix the body was almost as much as a new dump body. Discussion followed on what could be done with the truck. Suggestions were putting a cross-member on, slide the hopper on, fill it with sand for weight, put mud flaps on, and hope it gets us through until inspection. The manager will call H.P. Fairfield again to see if they have had any dump bodies come in.

4. Petition to Recalculate – The town manager presented four petitions to Gerry Cormier to circulate. When Gerry asked how many signatures were needed, she stated she would know after the voting had finished. Discussion followed on the process for turning the petitions over to the district.

5. Liability for Placement of Buoys – The town manager reported that she had talked with Tim Thurston of the Bureau of Parks and Lands. He e-mailed a copy of questions on any Lake Associations liability. He has not received an update on officers for the Portage

Lake Association in some time. There is a permit that the PLA would sign that would resolve liability issues. There is no assistance available through the state to place buoys or markers. The manager will forward this information to the current PLA president.

6. Information on Mower – The manager has information available on prices for different mowers. She has reviewed the accounts for mowing and has an average of \$4,000 per season. This does include cost of gas or repairs, only labor. There is no trade in on the old mower as it is not in running condition. If the Board wishes to put the old mower up or sale, posters can be made and put up. The Board wishes to table looking into purchasing a new mower until a later date.

7. Cottage Road RR Crossing – The town manager reported that she had spoken with Rob Elder, who is the DOT person in charge of freight transportation with the railroad, who stated Nate Moulton would call her back. Nate did call and reported that Melody Sheehan of the railroad would be contacting us. She is the individual who will be looking at the section of road that is in the railroad right of way.

8. Nashville-Portage Lake Agreements – the town manager presented the agreements for elections and the transfer station to the Selectpersons for signatures. The Board reviewed and signed the agreements.

9. TIF Agreement – Gerry has read the agreement and doesn't see any recourse for the Town to go back to renegotiate the agreement. The only area he sees that might make a change would be on page 15, 9.8 Amendments which states the agreement may be amended with both parties consenting to it. It further refers to any amendments are under Title 30A MRSA section 52-51. Discussion followed on what, if anything, the Town can do, what was said at the public hearing that was out of content and the amount of taxes the town is allowed to retain.

OTHER: The town manager reported that Tanya Jandreau was interested in being the Rec. Director for the Town. **A motion was made by Steve Belanger to appoint Tanya Jandreau as Rec. Director for the Town. The motion was seconded by Gerry Cormier. Motion carries.**

NEW BUSINESS:

1. Code Enforcement Update ~ Lewis Cousins reported on the (A) Rt. 11 project. The runway part is considered a permitted waste are by DOT for the materials placed at the runway site. This material will be covered and seeded before the project is considered finished. Lewis stated the Town can require a permit application from the property owner and impose conditions. He believes the conditions will be the same as those that DOT has imposed. Portage Mills had reported water coming into their site from the runoff from the hill. The contractor has taken care of that problem.

(B) Violations most that were mentioned in August have been taken care of. Connie Humphrey issue needs more planting. Girard's permit was not for a garage, but a shed.

He is sending in an application which does not meet the set back and was denied by the Planning Board. He will coming to the Appeals Board for a variance.

(C) The Collins camp had an addition back towards the road. They updated their application to include the overhang. (D) The Burby's have taken care of their permit. (E) The Septic installation in Buffalo has also been taken care of. (F) Maine Woods has submitted an application that needs more information. (G) The floating camper has been found. It is now camouflaged. Lewis reported he had taken a picture, but it doesn't show up. Lewis will be talking with the owner as it is only 93 feet from the lake which isn't allowed. (H) The Town has been a paid member of NAWSP. This has paid off as a resident was eligible for a septic grant. Apt asked if this was the same as the DEP grant. Lewis reported that they are two separate programs. (I) One DEP system has been installed this year. (J) The junkyard qualifies as a junkyard under the state law. There is no grandfathering for junkyards. The new ordinance does not allow for a junkyard in that area. If the Board wishes to go into this legally, they will have to see it through to the end. Lewis would prefer to talk to Marcel and see what can be done. If he can't get a variance then he needs to clean it up. (K) The Appeals Board has met a couple of times and has denied the requests. There are three more requests to go before the Appeals Board and will most likely pass. Lewis reported that the rear setback in the ordinance of 30 feet has caused some problems. Discussion followed on making a change or looking at it case by case rather than change the rules. (L) There is an issue with a house on Rt. 11 that has a problem with septic and mold. Lewis reported that he has posted it uninhabitable. There are two small children living there and it is a health issue. (M) Shoreland Zoning has been updated by the state. The Planning Board will be working on this over the winter, and then it will then go to a public vote. This is one the state says we have to do. (N) Lewis presented copies of records of permit applications received. 57 permits were applied for with a reported value of \$725,000. The assessor may find it to be more than that. (O) According to the town maps there is a discrepancy on Arthur Routhier's lot frontage on the Stockford Road. Lewis is treating it as though it is. Gerry reported that he didn't think the maps had been updated. He believes the road ends at Adam Soucy's. Discussion followed on the deeds to Routhier's property. The Board thanked Lewis for the update.

2. General Assistance Ordinance Maximums – The Selectpersons signed the ordinance.

3. Affordable Housing Draft Letter – The town manager presented a draft of a survey letter for the Selectpersons review. Changes were recommended and then it will be brought back to the next Board meeting for approval.

4. Coca Cola 801 Form – Assessor signature required n this form. After reviewed

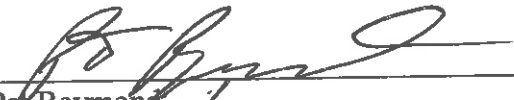
SELECTPERSONS CONCERNS: None

Rudy Buitron, resident, mentioned the railroad sign across from Kathy Gagnon's is ready to fall. Rita will see that this is taken care of.


Pat Goodblood asked if a petition would be better than a survey letter to the townspeople. Gerry responded that the survey will also ask for an ad hock committee to explore this possibility.

A motion was made by Gerry Cormier to adjourn at 9:00 P.M. Motion seconded by Steve Belanger. Motion carries. (Time 2 hrs.)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

11/16/06

MEMO TO: SELECTPERSONS

FROM: Town Manager, Rita Sinclair

RE: The next meeting of the Fire Department will not be until December 4 according to Chief, Dave Bolstridge. This will be at 7:00 P.M.

To be sure that I understood the language of the requirements for the Petition to Recalculate I called Jim Rier. He confirmed that this number was based on the voters in the school district, not just the town. The total for this is 81 and they have to be Portage Lake residents.

There is progress being made on West Road. Mr. Sirois and Mr. Fongemie (share holders in the company) have been very co-operative. The problem is with Omer Pelletier, who is the owner of the company. We will have shoulders on the road and the ditch will be cleaned up to our satisfaction. If we decide to do more work on West Road, Ed Pelletier & Sons would like the opportunity to bid on it. They will have another individual in charge of the project should they be awarded the bid.

I will be out of the office tomorrow for my daughters cardiac testing and out of town until Sunday afternoon.

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

**Tuesday
November 21, 2006
7:00 P.M.**

Call Meeting to Order

Approve Minutes of November 7, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Fire Department Decision –Tabled to December 5, 2006 Meeting
2. West Road Project Update
3. Public Works Update
4. Petition to Recalculate ~ Update
5. Information on Mower
6. Cottage Road RR Crossing
7. Affordable Housing Draft Letter

OTHER:

NEW BUSINESS:

1. Centennial Committee
2. Public Works Schedule
3. Manager's Schedule

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
November 21, 2006
7:00 P.M.**

The meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Roberta Belanger, Darcy Gagnon, Residents.

Gerry Cormier asked if the Board had made a decision on the TIF Agreement at the last meeting. Pat would like to see this taken up under OTHER. A motion was made by Gerry Cormier to accept the minutes of November 7, 2006 meeting as written. The motion was seconded by Steve Belanger. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: Roberta Belanger asked to have adult volley ball in the municipal building as they have in the past. Steve Belanger mentioned that the Town now has a new Rec. Director, Taunja Jandreau. Roberta will contact Taunja to make arrangements.

OLD BUSINESS:

1. Fire Department Decision ~ Tabled to December 5, 2006 Meeting.
2. West Road Project Update – the Town Manager reported that the shoulders have been completed. However, she is not satisfied with the ditch. It has been smoothed out but the material that was pushed into the ditch has not been removed. She will discuss this with Phil Sirois of Pelletier and Sons Co. to see what they are going to do. In conversations with Mr. Sirois, President and Mr. Fongemie, Treasurer of the company have both stated that if we were not happy with the outcome to let them know.
3. Public works Update – The manager reported that she has had no luck finding another dump body, other than new, to put on the 89 International plow truck. Sheet metal and mud flaps have been ordered. Vaughn is prepared to do the work. Rita believes that this will cost less than \$2,000. A new dump would cost \$5,339 plus \$200 for delivery. The estimate to repair the old dump body was between \$5,000 and \$6,000. Vaughn has contacted Sullivan's to make sure this set up will pass inspection in January.
4. Petition to Recalculate – The Manager reported that the number of voter signatures needed for the petition is 81. This number is based on voters in the district, not just the Town. However, the signatures must be voters of Portage Lake. Steve Belanger questioned how this could be done if a Town did not have that number of people in it. The Manager read the section that related to that.

5. Information on Mower – The Board will wait to make a decision at a later date on purchasing or contracting out the mowing for next year. **A motion was made by Gerry Cormier to put the old mower up for bid. The motion was seconded by Steve Belanger. Motion carries.**

6. Cottage Road RR Crossing – The Town Manager reported that Mike Ouellette had been in to look over the crossing on Cottage Road. He will be getting back to me with two proposals. One would be to discontinue Cottage road at the tracks and connect cottage Road and Hayward Street. A good portion of that area would be in the railroads right of way. The other would be to change the angle of the road which Gerry had mentioned at a prior meeting. Discussion followed on where the road was in the past, who would bare the burden of cost to extending Hayward Street, and what landowner issues may arise from the change.

7. Affordable Housing Draft Letter – The Town Manager presented a final draft of Affordable Housing Letter. The Board read and approved this draft. Rita reported that she has two individuals who are willing to help get these letters out. She will try to have these in the mail within the first of next week.

OTHER:

Pat brought up the discussion on the Maine Woods TIF Agreement and stated that a decision needs to be made to pursue or drop the issue. **Steve Belanger made a motion to drop the issue. Pat Raymond seconded the motion. The vote was two in favor and Gerry Cormier abstained. Motion carries.**

The manager reported that she has a meeting on Tuesday morning with Jim McGinnis of MDOT to discuss the snowmobile crossing signs, crosswalks, and the towns sign to the south entrance to Portage. She mentioned the crosswalks that have been seen in other communities are not DOT approved. The towns have taken the responsibility to do this. There is nothing to say it can not be done, but it is not a state approved crossing.

NEW BUSINESS:

1. Centennial Committee – Pat asked for input from other Gerry and Steve. Steve suggested posters asking for individuals to signup for this committee. Pat suggested having a gathering to inform people of what the town would like to have done. Pat thinks it would be wise to notify all clubs, organizations, including the fire department, that their participation is requested. The manager will post a notice to that affect.

2. Public Works Schedule – The manager reported that Vaughn will be taking vacation time at the end of December as his wife is due to have their baby on the 27th. If she should go earlier, then he will take time then. Perry Charette is back as spare plow man and will be covering for Vaughn while he is out. Darcy Gagnon has also agreed to assist in case of an emergency.

3. Manager's Schedule – Rita reported that she would like to take the week of December 11 through the 15 for vacation. Arrangements will be made prior to her vacation for calling Vaughn out for a storm.

A motion was made by Steve Belanger to adjourn at 8:00 P.M. Motion seconded by Gerry Cormier. Motion carries. (Time 1 hr.)

SELECTPERSONS CONCERNS: None

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

**Tuesday
December 5, 2006
7:00 P.M.**

Call Meeting to Order

Approve Minutes of November 21, 2006 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Fire Department Decision
2. Public Works Update
3. Petition to Recalculate ~ Update
4. Information on Mower - Tabled
5. Cottage Road RR Crossing
6. Affordable Housing Survey
7. Centennial Committee
8. Portage Lake Pavilion

OTHER:

NEW BUSINESS:

1. Portage Lake Recreation Budget
2. Portage Construction 801 Form
3. State Valuation Report
4. Employee Appreciation Luncheon

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
December 5, 2006
7:00 P.M.**

The Meeting was called to order at 7:00 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Everett (Ray) Cyr, Resident.

A motion was made by Gerry Cormier to accept the minutes of the November 21, 2006 meeting as written. The motion was seconded by Steve Belanger. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None.

OLD BUSINESS:

1. Fire Department Decision – The Manager asked Pat to fill Gerry in on last nights meeting with the Fire Department. Pat reported that the final decision is that the department will decide how they are going to set up payment for attending meetings. Pat feels there are several members who are dedicated to the department. Members feel that payment per meeting is an incentive for members to attend. Pat still feels that dividing up the balance of the meeting money is unethical.

The Town Manager responded to some of the comments made at last nights meeting. She stated that Firefighters are covered under Liability Insurance and Workers Compensation. Also, the EVOC Training will not be mandated by the insurance at this time.

Pat reported that he had received a telephone call from one of the department members stating that the Board had not received a copy of the departments By-Laws.

2. Public Works Update – The manager reported that the mud flaps that were ordered for the spare truck do not fit. He has finished with the body and will make the brackets for the mud flaps. Steve offered to ask if the mill would donate some belting for Vaughn to use for mud flaps. Rita reported that the back hoe had quit. The problem was a wire that was shorting out. Two new batteries are needed as they have not been replaced since Vaughn has been here. Gerry asked if there were any problems with the school bus. The Manager stated that she has not heard of any. Pat reminded the Manager to check with the states surplus equipment in case a truck becomes available.

3. Petition to Recalculate - Gerry reported that he is still working on it. He plans on circulating it at the Town Christmas Party.

4. Information on Mower – Tabled. The Manager reported that she has made posters for the old mower, but has not put them up yet.

5. Cottage Road RR Crossing – The Town Manager reported that she still has not received anything on paper, but Mike Ouellette had been in the office and feels that changing the road would be the most efficient way to go. He believes that MDOT would be more agreeable to assisting with changing the road rather than spending over \$100,000 to repair the crossing and replace the signals. Discussion followed on the feasibility of changing the road.

6. Affordable Housing survey – T Manager reported that the surveys are coming in at a good rate. There are 13 responses to being on the committee.

7. Centennial Committee – Tabled.

8. Portage Lake Pavilion – The Manager presented a smaller plan than the original request. Darcy Gagnon's nephew, who is an engineer, created the plan. The Board reviewed and discussed the plan and made comments on the conditions of the location (wet, low). Provisions for power and bathrooms were also mentioned.

OTHER: Nothing.

NEW BUSINESS:

1. Portage Lake Recreation Budget – The Manager reported that there was no additional appropriation to the P. L Recreation Budget this year. There is a small balance after the purchase of the slide. Tanja Jandreau, rec. Director, has scheduled a “Lunch with Santa” for the younger children in town. She is still looking for someone to be Santa. She asked if there would be more money available for future activities. Pat reminded the Manager that Herb McPherson had asked if he could be reimbursed for his fuel expenses for grooming the ski trail. Pat told him that he should submit some of his fuel bills and the Board would see what could be done. Gerry mentioned that if more money is needed for recreation after the \$900 is gone, it would have to be at a Town Meeting. The Manager 1 noted that in the event of a Town Meeting to make a request for additional funds for P.L. Recreation.

2. Portage Construction Co. 801 Form – The Manager presented an 801 Form to the Selectpersons for their review and a signature.

3. State Valuation Report – The Manager presented copies of the report to the Selectpersons for their review. Pat asked if the Personal Property Tax had been eliminated. The Manager stated that she has heard that this before and isn't aware of any changes to date. Gerry asked if the Town would have to have a revaluation done. The Manager responded that she doesn't believe so. She feels that a value increase is within reason in order to get the full value of exemptions. An increase in value is needed but she doesn't believe a revaluation is necessary. Discussion followed on how the Town

can be creative in their budget process. Gerry asked about the definition of chips and if it wasn't taxable as a finished product and considered personal property. The Manager will contact Maine Property Tax Department to get some answers.

4. Employee Appreciation Luncheon – The manager reported that the employee luncheon would be tomorrow at 12 noon and the Selectpersons are welcomed to attend.

SELECTPERSONS CONCERNS:

Steve Belanger suggested that the December 19th meeting be cancelled unless there is something of importance. Pat and Gerry agreed to this and it was decided the next meeting will be held Wednesday, January 3, 2006.

A motion was made by Steve Belanger to adjourn at 8:20 P.m. The motion was seconded by Gerry Cormier. Motion carries. (Time 1 hr. 20 min.)

APPROVED:



Pat Raymond



Gerry Cormier

Steve Belanger

1-3-07
* Nothing of importance noted.
Gite M. Sinclair, Town Manager

SELECTPERSONS MEETINGS

DATE	Pat Raymond	Gerry Cormier	Steve Belanger	MEETING
12/28/2005	1.5	1.5	1.5	Reg. Mtg.
1/4/2006	1.25	1.25	1.25	Reg. Mtg.
1/12/2006	1.25	1.25	1.25	Work Session
1/18/1006	2.5	2.5	2.5	Reg. Mtg.
1/24/2006	1.5	1.5	1.5	Work Session
2/1/2006	3.25	3.25	3.25	Reg. Mtg.
2/15/2006	4	4	4	Reg Mtg.
3/1/2006	2.25	2.25	2.25	Reg. Mtg.
3/15/2006	2.25	2.25	2.25	Reg. Mtg.
4/5/2006	1.75	1.75	1.75	Reg. Mtg.
4/19/2006	3.5	3.5	3.5	Reg. Mtg.
4/26/2006	1	1	1	Fire Dept Mtg.
4/27/2006	3	X	3	FEMA Training
5/3/2006	2.5	2.5	2.5	Reg. Mtg.
5/24/2006	2	2	2	Reg. Mtg.
6/7/2006	1.75	1.75	1.75	Reg. Mtg.
6/21/2006	1.25	1.25	X	Reg. Mtg.
6/29/2006	0.25	0.25	X	Sp Town Mtg.
7/5/2006	1.25	1.25	X	Reg. Mtg.
7/19/2006	1.25	X	1.25	Reg. Mtg.
8/2/2006	X	1.5	1.5	Reg. Mtg.
8/16/2006	4	4	4	Reg. Mtg.
9/7/2006	3.5	3.5	3.5	Reg. Mtg.
9/12/2006	1.5	1.5	1.5	Work Session
9/14/2006	1.5	1.5	1.5	Budgt Mtg.
9/26/2006	2	2	2	Reg. Mtg.
9/29/2006	1.25	1.25	1.25	Town Meeting
10/10/2006	2.25	2.25	2.25	Reg. Mtg.
10/17/2006	1.25	1.25	X	Reg. Mtg.
11/7/2006	2	2	2	Reg. Mtg.
11/21/2006	1	1	1	Reg. Mtg.
12/4/2006	0.5	X	0.5	Fire Dept. Mtg.
12/5/2006	<u>1.5</u>	<u>1.5</u>	<u>1.5</u>	Reg. Mtg.
Total Mtg. Hrs.	61.5	58.25	59	
Office hours	<u>10</u>	<u>5</u>	<u>5</u>	
TOTAL HOURS	71.5	63.25	64	
X = Absent				

SELECTPERSONS MEETINGS 2006

DATE	TIME	Pat Raymond	Gerry Cormier	Steve Belanger	HOURS
12/28/07	8:30	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/2 hrs
1/4/06	7-8:15	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4 Work Session
1/12/06	7-8:15	Pat Raymond	Gerry Cormier	Steve Belanger	2 1/2 Work Session
1/18/06	7-9:30	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/2 Work Session
1/24/06	6:30-8	Pat Raymond	Gerry Cormier	Steve Belanger	Meeting 3 1/4
2-1-06	7-10:15	Pat Raymond	Gerry Cormier	Steve Belanger	2 1/4
2-15-06	7-10:55	Pat Raymond	Gerry Cormier	Steve Belanger	2 1/4
3/1/06	7-9:10	Pat Raymond	Gerry Cormier	Steve Belanger	1 3/4
3/15/06	7-9:20	Pat Raymond	Gerry Cormier	Steve Belanger	3 1/2
4/5/06	7-8:45	Pat Raymond	Gerry Cormier	Steve Belanger	RMS/EMA - Training for Fire Dept. 3
4/19/06	7-10:25	Pat Raymond	Gerry Cormier	Steve Belanger	Meeting with Fire Dept Officers 1
4-27-06	6-9	P.R.	Absent	Steve Belanger	2 1/4
4-26-06	7-8	P.R.	Absent	Steve Belanger	1 1/4
5-3-06	7-9:30	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
5-24-06	7-9:15	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
6/7/06	7-8:45	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
6-21-06	7-8:16	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
6-29-06	7:10	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
7-5-06	7-8:20	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
7-19-06	7-8:30	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
8-2-06	7-8:20	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
8-16-06	7-11:15	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/2 hrs
9-7-06	7-9:20	Pat Raymond	Gerry Cormier	Steve Belanger	4
9-12-06	8:30-10	Pat Raymond	Gerry Cormier	Steve Belanger	3 1/2
9-14-06	8:30-10	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/2
9-26-06	7:00-8:00	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/2
9-29-06	7-8	Pat Raymond	Gerry Cormier	Steve Belanger	2
10-10-06	7-9:15	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
10-17-06	7-8	Pat Raymond	Gerry Cormier	Steve Belanger	1:25
11-7-06	7-9	Pat Raymond	Gerry Cormier	Steve Belanger	2
11-21-06	7-8	Pat Raymond	Gerry Cormier	Steve Belanger	1 1/4
12-4-06	7-9:30	P.R.	Absent	Steve Belanger	1 1/2 hr.
12-5-06	7-8:20	Pat Raymond	Gerry Cormier	Steve Belanger	1.25 hr.
12-14-06	7-8:53	Pat Raymond	Gerry Cormier	Steve Belanger	1.53 = 2 hrs

Spec. T. Mc

New →

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**TOWN OF PORTAGE LAKE
SPECIAL
SELECTPERSONS MEETING
Thursday
December 14, 2006
7:00 P.M.**

Call Meeting to Order

Treasurers Warrants

BUSINESS FROM FLOOR:

NEW BUSINESS:

1. Set Mil Rate for 2006-2007 Fiscal
2. Sign Commitment Papers

**TOWN OF PORTAGE LAKE
SPECIAL SELECTPERSONS MEETING
Thursday, December 14, 2006
7:00 P.M.**

The meeting was called to order at 7:05 P.M. by Chairman, Pat Raymond.

Present: Pat Raymond, Chairman; Gerry Cormier and Steve Belanger, Selectpersons;
Kathy Gagnon, Town Clerk.

Treasurers Warrants

BUSINESS FROM FLOOR: None

NEW BUSINESS:

1. Set Mil Rate for 2006-2007 Fiscal Year - After reviewing the calculations for mil rates of 16.40, 16.50, and 16.55, a **motion was made by Pat Raymond to set the mil rate at 16.55. Steve Belanger seconded the motion. All in favor, motion carries.**

2. Sign Commitment Papers – Commitment papers with a mil rate set at 16.55 were signed by the Selectpersons.


The Treasurers Warrants were reviewed and signed by the Selectpersons.

A motion was made by Gerry Cormier to go into Executive Session under 1 M.R.S.A. P 405(6)(A). Motion seconded by Steve Belanger. Motion carries. Time 7:13 P.M.

A motion was made by Gerry Cormier to come out of Executive Session at 8:50 P.M. Motion seconded by Steve Belanger. Motion carries. Time 8:50 P.M.

A motion was made by Gerry Cormier to adjourn at 8:53 P.M. Steve Belanger seconded the motion. Motion carries.

APPROVED:



Pat Raymond



Gerry Cormier

Steve Belanger