

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
January 15, 2025
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Approval of Minutes
December 18, 2024 regular meeting
3. Old Business:
 - a. Contract Proposal with Ashland Ambulance
 - b. Town Assessment: Total Revaluation vs Market Adjustment
 - c. 2024 Town Report Dedication & Cover Photo
4. New Business:
 - a. Town Clerk Resignation—appoint Interim Clerk
 - b. Appoint New Motor Vehicle Agent, Animal Welfare Agent, IF&W Agent
 - c. Appoint Registrar of Voters (2-year appointment)
 - d. Appoint Ballot Clerks for ensuing year
 - e. Appoint Fire Chief for ensuing year
 - f. Abatement Requests Houlton Band of Maliseet —carry over from 2024
 - g. Proposed Uses of State Reimbursements for 2025 Budget
 - h. Municipal Cemetery Fees Increase request
 - i. Municipal Campground Rental fees increase request
 - j. Office Hours Change Request
 - k. Payables Warrants
5. Town Manager's Report
 - a. Our Emergency Mgmt. Dir. Jim McAulay passed away earlier this month. The Board will need to discuss and choose a new EM Director in the near future
 - b. 2025 Budget Draft almost complete, will schedule Budget Committee meeting for first week of February
6. Other Select Board Business
7. Public Comments (as time allows)
8. Adjourn

Next Regular Select Board Meeting: Wednesday, February 19, 2025 @ 6 pm

Upcoming Meetings & Events:

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Regular Meeting
January 15, 2025, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Bruce Laveway, Rick Lyons.

Members Absent: None.

Others Present: Corrine Routhier, Jodi Page, Kevin Bushey, Sandra Bartlett.

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

Approval of Minutes: Selectboard reviews the minutes from the December 18, 2024, regular meeting.
Motion made by Rick Lyons and seconded by Bruce Laveway to approve the minutes as written.
Motion carries.

OLD BUSINESS

Contract Proposal with Ashland Ambulance: Kevin Bushey, interim Ashland Town Manager, addressed the Selectboard regarding the subsidies we pay and answered their questions. Ashland had a town meeting last night. Their Town Council and Town Manager discussed having some sort of letter or agreement process for the subsidies. Ashland hopes to supply us with the subsidy figures for budget purposes soon.

Town Assessment—Total Revaluation vs. Market Adjustment—Guest Lewis Cousins: Lewis Cousins was unable to attend the meeting. He did provide the Selectboard with an informational letter.
Motion made by Michelle Johnson and seconded by Bruce Laveway to proceed with Lewis's recommendation for a market adjustment. Motion carries.

2024 Town Report Dedication & Cover Photo: The Board reviewed the choices for the cover photo.
Motion made by Bruce Laveway and seconded by Michelle Johnson to go with photo option #4, snowy sunset. Motion carries. The Board discussed options for the Town Report Dedication.
Motion made by Michelle Johnson and seconded by Rick Lyons to dedicate the 2024 Town Report to Bea Cormier. Motion carries.

NEW BUSINESS

Town Clerk Resignation—Appoint Interim Clerk: Motion made by Michelle Johnson and seconded by Bruce Laveway to appoint Corrine Routhier as the interim Town Clerk. Motion carries.
Appoint New Motor Vehicle Agent, Animal Welfare Agent, IF&W Agent: Motion made by Michelle Johnson and seconded by Bruce Laveway to appoint Sue Rogers as the Motor Vehicle Agent, Animal Welfare Agent, IF&W Agent. Motion carries.
Appoint Registrar of Voters (2-year appointment): Motion made by Michelle Johnson and seconded by Rick Lyons to appoint Corrine Routhier as Registrar of Voters. Motion carries.
Appoint Ballot Clerks for ensuing year: Motion made by Rick Lyons and seconded by Michelle Johnson to appoint the list of Ballot Clerks as presented to the Selectboard. They are as follows: Serena Bonville, Jodi Page, Sandy Bartlett, Maggie Pierce, Kim Allen, Joyia Cyr, Carol Gagnon,

Kathrine Gagnon, Jean McPherson, Tracy Snow-Cormier, Nadine Connor, Geraldine Condon, Janice Cyr, Frank Hallett, Pamela Hallett, Kimberly Holmes, Tammy Kenney, Amy Collins, Haleigh Holmes, Calvin Mokler. Motion carries.

Appoint Fire Chief for ensuing year: Motion made by Rick Lyons and seconded by Michelle Johnson to appoint Brian Cote as Fire Chief. Motion carries.

Abatement Requests Houlton Band of Maliseet—carryover from 2024: Motion made by Michelle Johnson and seconded by Rick Lyons to approve the 2 abatement requests for the Houlton Band of Maliseet in the amounts of \$1049.30 and \$503.66. Motion carries.

Proposed Uses of State Reimbursements for 2025 Budget: The Board reviewed the list provided to them by Corrine. The proposed Uses are as follows:

- Veteran Exemption: This year, Corrine proposes appropriating 100% of the annual Veteran Exemption Reimbursement to be saved in a special General Ledger account for new Veteran Memorial Park Panels at the Veteran's Park in the near future.
- Homestead Exemption: Corrine proposes appropriating 20% of Homestead Exemption Reimbursement for the Town Hall Improvements Reserve account. Corrine would also like to move this account out of Key Bank and put it into either County FCU or TD Bank for better interest rates and better options than what Key offers.
- BETE Exemption: Corrine proposes appropriating \$15,000 to the Public Works Equipment Reserve and \$10,000 for the Fire Department Equipment Reserve.
- Tree Growth Reimbursement: Corrine proposes using between 80% to 100% of the Tree Growth Program Reimbursement for the Revaluation Reserve Account. The Board chose to go with using 90% for the Revaluation Reserve Account, with 10% going to Surplus. Corrine would also like to remove this money from Key Bank and put it into another bank that could allow us to earn more interest.

Motion made by Michelle Johnson and seconded by Bruce Laveway to approve all proposed use of State reimbursements for the 2025 budget year. Motion carries.

Municipal Cemetery fees increase request: The Board discussed the proposed fee increase. Corrine proposes changing the Single Plot Sale to \$500, with the same 50/50 split putting half of it into the Perpetual Care fund at Acadia; changing full casket grave opening/closing to \$500; and changing the charges for Cremation opening/closing to \$200. The new rates will be effective May 1st. **Motion made by Rick Lyons and seconded by Michelle Johnson to approve the proposed changes in cemetery fees as presented. Motion carries.**

Municipal Campground rental fees increase request: Corrine proposes increasing the per-night rate to \$25 and monthly rates to \$682 beginning with the 2025 camping season. **Motion made by Bruce Laveway and seconded by Rick Lyons to approve the proposed changes to campground rental fees. Motion carries.**

Office Hours Change Request: Corrine proposes changing office hours to closing at 1 p.m. on Friday and opening earlier on Thursday and Friday, Thursday's hours being 7:30 a.m. to 4:30 p.m. and Friday's hours being 7:30 a.m. to 1 p.m. The consensus was to change the hours, redistributing the 30 hours we are open.

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

TOWN MANAGER'S REPORT

- A. Our Emergency Management Director, Jim McAulay, passed away earlier this month. The Board will need to discuss and choose a new EM Director in the near future.
- B. 2025 Budget Draft almost complete, will schedule Budget Committee meeting for first week of February.

OTHER SELECTBOARD BUSINESS

Michelle addressed the Board regarding a strange letter she and Corrine received in the mail regarding a past taxpayer. She just wanted to warn the Board they may possibly receive a copy of this letter.

Comments from the Public (as time allows):

Next regular Selectboard meeting is Wednesday, February 19, 2025, at 6:00 p.m.

Regular Selectboard Meeting adjourned at 7:03 p.m.

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

Approved: _____

Date

Richard Lyons

Signed: _____

Bruce Layeway

Michelle Johnson, Chairperson

To: Manager Corrino and Portage Selectmen

From: Lewis Cousins, CMA - 4

1/15/25

RE: Market Adjustment / Total Reval

Thank you for the opportunity to discuss with you my thoughts on what is necessary to bring the assessments in Portage back into the acceptable range to ensure the residents and town receive the full financial benefits of the homestead and reimbursements. I had hoped to be in attendance in person but a meeting that I needed to attend scheduled for the eighth was cancelled and moved to the 15th.

It has been proven that the town's certified ratio has slipped below the 91% level, as found by Me Revenue using the sales prices of properties sold in the past few years. The goal of the town is to bring those assessed value back into the range necessary to ensure equitable assessments across the range of differing properties in town. Waterfront, newer construction, camp, and off lake residences are all appreciating in value at various levels.

The question is whether the town should have a full re-valuation where every property is visited with a new set of cards, pictures, and sketches or a market adjustment using the cards and data currently in place.

For the past few years, I have been involved with the assessments in Portage where we look at every property that has a building permit and pick up the new construction. There have been very few surprises when we visit properties where we find the card data is not accurate. Portage has done a thorough job managing permitting in the town and it does show when we are in the field. In other words, the card data has been well maintained since the last re-valuation and remains quite accurate.

The other major consideration is that this market still has not settled out to a point where values are holding year after year. The increases have slightly moderated but are still above normal rates. Until these increases do in fact moderate a full re-valuation will not hold up over the short term and will need to be re-done in just a few years.

To do a proper market adjustment the same process is used to determine what the proper values need to be as is done for a full re-valuation. Sales are studied and land and building pricing is calculated to match what the market is dictating as current in either case. The only difference is the existing card data remains in use, opposed to re-writing every card with a new photo and sketch.

At this time, it is my opinion that your card data has been maintained to the degree necessary to support a new pricing schedule based on a current sales analysis, which I can do properly.

The other method of factoring every property up five, ten, or fifteen percent is not something I would recommend and a market adjustment as I support is not comparable to that method in any way.

It is my opinion that based on the current card data, current market conditions, and particularly the cost difference, the needs of the town are best suited to the market adjustment properly performed, opposed to a full re-valuation. The result will be nearly identical in either case.

December 20, 2024

Dear Corrine & SelectBoard Members,

I am writing to inform you of my formal resignation as Town Clerk for Portage Lake & Nashville Plantation effective January 15, 2025. It has been a pleasure to serve the communities this last year; I have learned a lot and met some wonderful people along the way.

I am thankful to have had the opportunity to work with you and wish you all the best in the future.

Sincerely,


Kimberly Mapley


All approved
1/15/2025

January 7, 2025

Please appoint the following Election Clerks for the Town of Portage Lake for the 2025 Election Year:

Serena Bonville (U)
Jodi Page (U)
Sandy Bartlett (U)
Maggie Pierce (U)
Kim Allen (U)
Joyia Cyr (D)
Carol Gagnon (D)
Kathrine Gagnon (D)
Jean McPherson (D)
Tracy Snow-Cormier (D)
Nadine Connor (D)
Geraldine Condon (R)
Janice Cyr (R)
Frank Hallett (R)
Pamela Hallett (R)
Kimberly Holmes (R)
Tammy Kenney (R)
Amy Collins (R)
Haleigh Homes (G)
Calvin Moklor (G)

Thank you,


Kimberly Mapley
Town Clerk

Proposed Use of State Reimbursements for 2025 budget year

For the last 2 years, the Select Board & Town has approved using some of our state reimbursements for direct use toward some of our municipal budget items and to put into reserves for future use. These proposed uses were voted on and approved at the annual Town Meeting. Using these reimbursements decreased what we needed to raise and appropriate as part our Municipal Budget by over \$32,000. I would like to continue this practice, with some minor changes, for 2025.

Veteran Exemption:

In prior years, we approved using the Veteran Exemption reimbursement to offset the Cemetery Department budget. However, we will need new panels at the Veteran's Park soon, so this year I **propose appropriating 100% of the annual Veteran Exemption Reimbursement to be saved in a special General Ledger account for new Veteran Memorial Panels at the Veteran's Park in the near future.**

Homestead Exemption:

I **propose appropriating 20% of Homestead Exemption Reimbursement for the Town Hall Improvements Reserve account.** Our building is getting older, and repairs are becoming more expensive. By designating a reserve account, we may have enough to make significant improvements to the municipal building when/if the time comes. In just the last 2 years, we have deposited over \$14,100 into this Reserve account held at Key Bank. As with prior years, the remainder of the Homestead Exemption Reimbursement will close to Surplus at the end of the year. I also would like to move this account out of Key Bank and put it into either County FCU or TD Bank for better interest rates and better options than what Key offers (savings, CD, etc).

BETE Exemption:

I **propose appropriating the following amounts from the BETE Reimbursement:**
\$15,000 to the Public Works Equipment Reserve
\$10,000 for the Fire Department Equipment Reserve

The Two Equipment Reserve accounts are designated for the purchase of trucks or large mobile equipment (like a backhoe) in the future. Using the BETE Reimbursement in this way does not burden the taxpayers. I've increased the "ask" for Public Works equipment only because we know we'll be looking to purchase a new plow within the next 3 years or so.

Tree Growth Reimbursement:

In the past, we have used a part of the BETE Reimbursement for the Revaluation account. There are two problems with this, one being we don't get that reimbursement until the last 10 days of the budget year, which makes it a slight hardship receipting the money then cutting a check and driving to Key Bank to deposit it, making sure it gets recorded in our budget year. And the amount we typically put in has been rather low. **For 2025, I propose using between 80% to 100% of the Tree Growth Program Reimbursement for the Revaluation Reserve account.** This would more than double the amount put in each year, and would alleviate the urgency at the end of the year and

Proposal to increase Cemetery Fees

Current Cemetery Fees:

Single Plot Sale: \$300 (\$150 stays with operating acct, other \$150 gets deposited into the Perpetual Care fund at Acadia). Single plot size is 5X10.

Charges for full casket grave Opening/closing: \$300

Charges for Cremation Open/Close: \$75

These fees have not been updated for several years, especially the cremation charges, and we have been told by almost all the funeral homes in the area that our rates are the lowest anywhere.

I propose the following changes:

Single Plot Sale: \$500, with the same 50/50 split putting half of it into the Perpetual Care fund at Acadia.

Charges for Opening/Closing full casket graves: \$500

Charges for Cremation Open/Close: \$200

The charges for opening/closing are revenues that offset the Cemetery operating account for preparing the graves for burials and maintaining them afterward.

The Perpetual Care account is a State mandate, and we are only allowed to use the interest revenue from this account to offset our operating account. To date, we haven't garnered enough interest in that account to make it worth the hassle of transferring the money.

Proposal for increased Camping Rates at the Municipal Campground

2025

Selectboard Members:

The Town has 7 sites with electricity at the Municipal campground. Tenting is not allowed according to our permit from the State. Our campsite is open from mid-May to usually the first week of November. There is no dump station, but we do have an outhouse.

Currently the Town charges \$20 per night to stay at the town's Campground, with a 9% lodging tax per Maine Revenue Services, so a total night stay for someone is \$21.80 a night. The Town does offer monthly rates (based on 31 days) at a discounted rate of \$17 per night or \$527/month, with \$47.43 in lodging tax.

I would like to propose increasing the per-night rate to \$25 and monthly rates to \$682 (or \$22/night) beginning with the 2025 camping season. This would be a total of \$27.25 per night with the 9% lodging tax. The last increase in rates was in 2019. With the increased cost in electricity, its time for another increase in rates.

I feel the rate changes aren't going to deter people from using the campsite, but it will definitely help offset the expense budget for the Campground.

I'd like to try this rate out for 2 years, then re-assess and see if another increase is warranted due to potential rising costs.

Thank you,


Corrine Routhier, Manager & Deputy Treasurer

Office Hours Change Request

With the increased use of online services, the office staff have noticed a decline in customers/transactions on Friday afternoons, specifically between 1 and 2 pm. We would like to eliminate that hour on Friday afternoon, ending our work day at 1 pm, and open a half hour earlier on Thursdays and Fridays so that no available hours are lost. We will still be open 30 hours a week for customers.

Current Hours:

Monday: Closed

Tuesday: 8-4:30

Wednesday: 8-4:30

Thursday: 8-4:30

Friday: 8-2

Proposed Hours:

Monday: Closed

Tuesday: 8-4:30

Wednesday: 8-4:30

Thursday: 7:30-4:30

Friday: 7:30-1

TRANSACTIONS ON FRIDAYS

Month	12:00 pm - 2:00 pm	1:00 pm - 2:00 pm
Jan-24	35.00	16.00
Feb-24	11.00	5.00
Mar-24	8.00	6.00
Apr-24	11.00	7.00
May-24	40.00	27.00
Jun-24	25.00	16.00
Jul-24	71.00	12.00
Aug-24	17.00	15.00
Sep-24	15.00	10.00
Oct-24	8.00	7.00
Nov-24	3.00	0.00
Dec-24	15.00	9.00
	259.00	130.00

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
February 19, 2025
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Approval of Minutes
January 15, 2025 regular meeting
3. Old Business:
 - a. Oak Point/Mosquito Brook Area Logging Winter Access Update
4. New Business:
 - a. 2025 Warrant Articles
 - b. Appoint new Town Clerk Danica Hartman
 - c. 2025 Assessors' Notice
 - d. Approve closure of Key Bank accounts Revaluation Reserve and Town Hall Improvements Reserve and approve moving them into another financial institution
 - e. Pioneer Broadband Support Request
 - f. Veteran Exemption Request—C. Bouchard
 - g. Town Health Insurance Plans
 - h. Request for Monument Dedicated to K-9 Preacher
 - i. Payables Warrants
5. Town Manager's Report
 - a. Thank You to all First Responders who helped during the hostage standoff on Feb 3 on Ranger St. Can-Am committee is working on a possible memorial for K-9 Preacher.
 - b. 2005 Peterbilt Fire Truck had an issue with a frozen valve on the air tank, and electrical issues on the dash. K&T is working on a fix for the electrical issues, valve has been replaced. Truck remains out of service.
 - c. No one took out papers for School Board, so it will be a write-in only election for that position in March.
6. Other Select Board Business
7. Public Comments (as time allows)
8. Adjourn

Next Regular Select Board Meeting: Wednesday, March 19, 2025 @ 6 pm

Upcoming Meetings & Events:

March 1 & 2: Can-Am Sled Dog Races

PORTAGE LAKE BOARD OF SELECT PERSONS
Record of Regular Meeting
February 19, 2025, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Bruce Laveway, Rick Lyons.

Members Absent: None.

Others Present: Corrine Routhier, Jodi Page, Susan Rogers, Jean McPherson, Herb McPherson, Sandra Bartlett, David Pierce, Sarah Brooks, Tracy Snow-Cormier, Mya Gerry.

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

Approval of Minutes: Selectboard reviews the minutes from the January 15, 2025, regular meeting. **Motion made by Rick Lyons and seconded by Bruce Laveway to approve the minutes. Motion carries.**

OLD BUSINESS

Oak Point/Mosquito Brook Area logging Winter Access Update: Someone has been building a road in the Oak Point/Mosquito Brook area. Forestry is investigating. Wood was illegally cut on Town property.

NEW BUSINESS

2025 Warrant Articles: Motion made by Michelle Johnson and seconded by Rick Lyons to move this agenda item to the bottom. Motion carries. The Board revisited this agenda item at the end of the meeting before the Town Manager's Report. Warrant articles were discussed. The Board would like to use \$25,000 from the Stumpage account on the General Admin warrant Article. Discussion paused while Corrine went and updated the Warrant Articles. **Motion made by Michelle Johnson and seconded by Rick Lyons to use \$25,000 from the Stumpage account on the General Admin warrant article. Motion carries. Motion made by Michelle Johnson and seconded by Rick Lyons to accept the Warrant Articles as written with the previously mentioned Amendment. Motion carries.**

Appoint new Town Clerk, Danica Hartman: Motion made by Michelle Johnson and seconded by Bruce Laveway to appoint Danica Hartman as the new Town Clerk. Motion carries.

2025 Assessors' Notice: The Board reviews the 2025 Assessors' Notice and signs it for approval.

Approve closure of Key Bank accounts Revaluation Reserve and Town Hall Improvements Reserve and approve moving them into another financial institution: Motion made by Michelle Eastman and seconded by Rick Lyons to approve closure of Key Bank accounts Revaluation Reserve and Town Hall Improvements Reserve and approve moving them to another financial institution. Motion carries.

Pioneer Broadband Support Request: Pioneer Broadband is requesting a letter of support from the Town of Portage so they can proceed with obtaining funding from the State. **Motion made by Rick Lyons and seconded by Bruce Laveway to give them a letter of support. Motion carries.**

Veteran Exemption Request—C. Bouchard: The Board reviewed the Veteran Exemption Request. **Motion made by Michelle Johnson and seconded by Bruce Laveway to accept Corey Bouchard's request for a Veteran Exemption. Motion carries.**

Town Health Insurance Plans: The Board reviewed Health Insurance plans for town employees. The Town currently pays 100% of the Baxter plan but will also be offering two additional plans, Acadia and Katahdin, which the employee will cover the costs for. **Motion made by Michelle Johnson and seconded by Bruce**

Laveway to offer the 3 different health insurance plans to Town employees, with the Town paying 100% of the Baxter plan. Motion carries.

Request for Monument Dedicated to K9 Preacher: Sarah Brooks addressed the Board regarding a request for a monument dedicated to K9 Preacher. Can Am participants will also be honoring K9 Preacher in the upcoming race, with an award given in Preacher's name to a dog who completes the 250-mile race. Motion made by Bruce Laveway and seconded by Rick Lyons to move forward with approval of placing a monument on Town property dedicated to K9 Preacher, exact location still to be determined. Motion carries.

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

TOWN MANAGER'S REPORT

- A. Thanks to all First Responders who helped during the hostage standoff on Feb. 3rd on Ranger Street.
- B. 2005 Peterbilt Fire Truck had an issue with a frozen valve on the air tank, and electrical issues on the dash. K&T is working on a fix for the electrical issues; valve has been replaced. Truck remains out of service.
- C. No one took out papers for School Board, so it will be a write-in only election for that position in March.

OTHER SELECTBOARD BUSINESS

Comments from the Public (as time allows): Dave Pierce addressed the Board regarding the EV charger attached to the Town Hall, which should be located at least 50 feet from any building. Michelle suggested there may be grant money available to move the charger. Corrine will look into it.

Next regular Selectboard meeting is Wednesday, March 19, 2025, at 6:00 p.m.

Regular Selectboard Meeting adjourned at 7:21 p.m.

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

Approved: _____

Richard Lyons

Date

Signed: _____

Bruce Laveway

Michelle Johnson, Chairperson



Timothy R. McAfee
CEO/Engineer
Pioneer Broadband
34 Military Street
Houlton, Maine 04730
tim@pioneerbroadband.net
1-866-335-1254

February 3, 2025

Town of Portage Lake
PO Box 255
Portage Lake, ME 04768

**Subject: Notice of Intent to Pursue Funding for Fiber-to-the-Premise (FTTP) Network
Development in Your Area**

Dear Town of Portage Lake,

I hope this message finds you well. Pioneer Broadband, a Maine-based leader in rural broadband solutions since 2002, is excited to inform you of our intention to bid for funding under the National Telecommunications and Information Administration (NTIA) Broadband Equity, Access, and Deployment (BEAD) Program. This funding opportunity, administered by the Maine Connectivity Authority (MCA), is designed to support the development of reliable, high-speed broadband networks in unserved and underserved areas.

We plan to build a **Fiber-to-the-Premise (FTTP)** network in the BEAD Project Service Areas (PSAs) within your jurisdiction. This modern infrastructure will deliver gigabit-level

pioneerbroadband.net

internet connectivity, creating significant opportunities for economic growth, education, healthcare, and quality of life improvements for your community.

Should Pioneer Broadband be successful in securing this funding, we will:

1. **Engage with the Community:** We will host informational sessions and maintain open lines of communication to ensure all stakeholders understand the project scope, benefits, and timelines.
2. **Design and Build the Network:** Our experienced team will design and construct a robust FTTP network to connect homes, businesses, and community anchor institutions (CAI) in your area.
3. **Operate and Maintain the Network:** Pioneer Broadband will act as a reliable service provider, ensuring consistent, high-quality broadband access for years to come.

To ensure transparency and community awareness, we kindly request that you post this information in a public space and feel free to make copies to distribute as you see fit. We encourage residents and local organizations to reach out to us directly with any questions or comments.

We are excited about the possibility of partnering with your community to bring this vital infrastructure to life. If you have any questions or would like additional details, please do not hesitate to contact me directly at the information provided above.

Thank you for your support in this important initiative.

Sincerely,



Timothy R. McAfee

CEO/Engineer

Pioneer Broadband

Selectboard Meeting Attendance
February 19, 2025 Regular Meeting

Please PRINT

Carrine Routhier

SUSAN ROGERS

Dean M. Stinson

Walter McPherson

Sandra Bartlett

David Pierce

Sarah Brooks

Tracy Snow-Cornier

Mya Gerry

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
March 19, 2025
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Approval of Minutes
February 19, 2025 regular meeting
3. Old Business:
 - a. Ashland Subsidies: Memorandum Agreements
 - b. Electronic Signature Policy Proposal
4. New Business:
 - a. PL Emergency Management Director Appointment
 - b. Discussion on proposing a Solar Farm Ordinance for Town
 - c. Emergency Texting Service discussion
 - d. Payables Warrants
5. Town Manager's Report
 - a. We had flooding issues on West Rd. and Hawyard St. during the recent rain and warm temps and the snow storm following. Herb McPherson was called in to plow while Jason worked in the backhoe to clear snow out of the ditches. Portage Construction was contracted to help Jason remove the snow in that spot completely out to avoid flooding with warm temps/rain in the forecast.
 - b. Permit by Rule was completed and sent in for the work at the Seaplane Base to be done this summer. DEP called to inform that a PBR is not needed for the type of work we will be doing (maintenance on existing structure).
6. Other Select Board Business
7. Public Comments (as time allows)
8. Adjourn

Next Regular Select Board Meeting: Wednesday, April 16, 2025 @ 6 pm

Upcoming Meetings & Events:

March 27: Municipal Elections 3 to 7 pm

March 28: Annual Town Meeting at 6:30 pm

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Regular Meeting
March 19, 2025, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Bruce Laveway, Rick Lyons.

Members Absent: Michelle Johnson.

Others Present: Corrine Routhier, Jodi Page, Sandra Bartlett, Rich Hoppe.

Meeting called to order at 6:00 p.m. by Rick Lyons.

Approval of Minutes: Selectboard reviews the minutes from February 19, 2025, regular meeting. **Motion made by Bruce Laveway and seconded by Rick Lyons to accept the minutes as written. Motion carries.**

OLD BUSINESS

Ashland Subsidies – Memorandum Agreements: The Board discussed the Memorandum Agreements for the Ashland Subsidies, a separate memorandum agreement for each of the 3 subsidies. Ashland is asking for \$61,854 for Ambulance, \$20,848 for Library, and \$19,098 for Rec. Portage was not given the chance to negotiate any of the subsidies.

Electronic Signature Policy Proposal: Corrine presented a draft for the Board to review. **Motion made by Bruce Laveway and seconded by Rick Lyons to adopt the Electronic Signature Policy proposed. Motion carries.**

NEW BUSINESS

PL Emergency Management Director Appointment: Rich Hoppe will be our new PL Emergency Management Director. He is working on his certifications. **Motion made by Bruce Laveway and seconded by Rick Lyons to appoint Rich Hoppe as PL Emergency Management Director. Motion carries.**

Discussion on proposing a Solar Farm Ordinance for Town: There are no laws on the books preventing a company coming in and buying up a parcel of land and then clearing cutting it to install a solar farm. Corrine would like to add a Solar Farm Ordinance. **Motion made by Rick Lyons and seconded by Bruce Laveway to give directions to the Planning Board to create a Solar Farm Ordinance. Motion carries.**

Emergency Texting Service discussion: The Board discussed creating an alert system for Town emergencies.

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

TOWN MANAGER'S REPORT

- A. We had flooding issues on West Road and Hayward Street during recent rain and warm temps and the snowstorm following. Herb McPherson was called in to plow while Jason worked in the backhoe to clear snow out of the ditches. Portage Construction was contracted to help Jason remove the snow in that spot completely out to avoid flooding with warm temps/rain in the forecast.
- B. Permit by Rule was completed and sent in for the work at the Soapplane Base to be done this summer. DEP called to inform that a PBR is not needed for the type of work we will be doing (maintenance on existing structure).
- C. Corrine received an email from Cole Pelletier of Fort Kent who is interested in the open Code Enforcement Officer position. NMDC is also going to be offering this service to towns. **Motion made**

by Rick Lyons and seconded by Bruce Laveway to move forward with offering the position to Cole Pelletier. Motion carries.

- D. Water issue with the bathroom backing up. Septic overflowing. Ken Allen will be here to pump out the septic system. Varney's fixed the cracked pipe causing the backflow into the bathrooms.

OTHER SELECTBOARD BUSINESS

Corrine was called by a realtor. Someone is looking to purchase a piece of property on Oak Point, is looking to harvest wood on the property, and would like permission from the Town to use part of Town property to access this piece of property for harvesting. The Board asked Corrine to talk with Matt Stedman about the condition of the winter road as it would need to be a winter harvest, and any potential wildlife habitats that might be impacted. The Board made no decision about access.

Comments from the Public (as time allows):

Next regular Selectboard meeting is Wednesday, April 16, 2025, at 6:00 p.m.

Regular Selectboard Meeting adjourned at 7:01 p.m.

Upcoming Meetings & Events:

- March 27: Municipal Elections 3 to 7 p.m.
- March 28: Annual Town Meeting at 6:30 p.m.

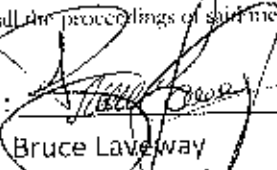
We, the undersigned Officers of the Portage Lake Board of Selectpersons, do hereby certify that the foregoing meeting is a true and correct record. We hereby consent to confirm, ratify and approve all actions taken at said meeting, all and singular, and the foregoing records thereof, and acknowledge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

Approved: _____

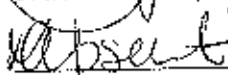
4-18-25
Date

Richard Lyons

Signed: _____



Bruce Laveway



Michelle Johnson, Chairperson

Draft

Approved

Electronic and Digital Signature Policy Purpose:

This policy is designed to: Provide reasonable assurance for the integrity, authenticity, and non-repudiation of electronic documents and records when electronic signatures and submissions are used and accepted and promote the use of electronic signatures and submissions across the agency.

Definitions:

Definitions in this policy shall be consistent with **10 M.R.S. §9401-9420**, which is incorporated by this reference, as enacted or hereafter amended.

Authorized Signer: The Town Manager, Select Board, and any other Town employee or official who has been granted authority to sign certain records on behalf of the Town either by nature of their position in relation to the record or by direct authorization from the Select Board or the Town Ordinance.

Digital Signature: One type of Electronic Signature that contains a digital certificate issued by a licensed certificate authority, behind the signature and offers authentication when sending a "signed" Electronic Record.

Electronic Record: A record created, generated, sent, communicated, received, or stored by electronic means.

Electronic Signature: An electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record. Includes Digital and Facsimile Signatures.

Facsimile Signature: One type of Electronic Signature that is a reproduction of a handwritten signature that has been saved electronically or by engraving, imprinting, or stamping.

Electronic and Digital Signature Policy:

- A. The Town encourages and authorizes electronic transactions and recognizes Electronic Records and signatures in all correspondence and transactions conducted by the Town to the extent allowed by law.
- B. The specific method of Electronic Signature shall be approved in advance by the Select Board or designee and shall afford a reasonable assurance level as to the integrity of the Electronic Signature, as determined by the Select Board or designee.
- C. A Town document that is required by law to be signed in non-electronic media may not be electronically or digitally signed.
- D. An Electronic, Digital, or Facsimile signature is an acceptable substitute for a wet signature to the fullest extent allowed by law.

Re: Community Alerts through Website

From: B Price <bprice@borderlinedigital.net>

Sent: Wed, Mar 19, 2025 at 8:02 am

To: Corrine Routhier

Good Morning Corinne,

I wanted to provide details on the SMS alert system ahead of your meeting tonight. I researched a solution over the past evening that I think will work well for your needs, and I've outlined it below with an overview, costs, and next steps.

My recommendation is to install the WP SMS Pro plugin on your WordPress site. This plugin lets residents sign up or opt out directly on the homepage and allows you to manage and send SMS alerts from your site's backend—no extra tools required. The Pro license costs \$39/year, with an optional Two-Way Messaging add-on for \$29/year (total \$68/year if you choose both). If you don't renew the license annually, the plugin still functions; you just lose updates and support, which is standard for most WordPress plugins.

For sending messages, we'd use Twilio, a popular and reliable SMS gateway. Twilio charges \$1.15/month to rent a phone number, plus about 1 cent per message (Twilio's rate + carrier fees). For example, sending 100 messages a month would cost around \$2–\$3, and even at 1,000 messages, you'd be under \$10/month, billed directly by Twilio. This keeps ongoing costs low and predictable.

On my end, the setup includes installing the plugin, integrating Twilio, adding the sign-up form, and testing it all to ensure it's ready for use. I estimate 8–12 hours of labor, at a one-time cost of \$400–\$600.

This is a straightforward project that delivers a simple, reliable system for your office and residents. I've linked both services below for you to explore further:

- WP SMS Pro: <https://wp-sms-pro.com/>
- Twilio: <https://www.twilio.com/>

Recap:

- Yearly Fee: WP SMS Pro (with optional two-way messaging) – \$39–\$68/year
- Pay-Per-Use Fee: Twilio SMS (number rental + message rates) – Under \$10/month
- One-Time Fee: Setup and configuration – \$400–\$600

Let me know if you have any questions—I'm happy to clarify anything before your meeting!

Thanks,
Brock

B. Price
Technical Operations Manager
www.borderlinedigital.net
bprice@borderlinedigital.net

On Mar 18, 2025, at 8:45 AM, B Price <bprice@borderlinedigital.net> wrote:

Good Morning Corrine,

Sorry for the delayed response. I believe we can help with this, but you'll have to give me a bit of time to determine the best solution for you. I'd love to provide specifics and prices for your meeting tomorrow, but unfortunately, that's not feasible for me before then with my workload this week.

If you'd like, give me a few days to research further. I'm sure I can come up with a solution for you, and one that is likely a bit more cost-effective. I quickly reviewed the company you mentioned, and I have some reservations also.

I've noted your needs, and I can put some pricing together for you.

On another note, please send me the account information for the new user you needed, and I'll get this created for you. You mentioned something in your previous email about the site being slower on some machines than others, and it gave me a big clue! I have a couple more tests I'm going to perform on your site throughout the week before escalating my case to the techs.

Selectboard Meeting Attendance
March 19, 2025 Regular Meeting

Please PRINT

Coccine Rauthier

Sandra Bartlett

Rich Hoppe

AGENDA
TOWN OF PORTAGE LAKE
Emergency Select Board Meeting
April 2, 2025
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Old Business:
 - a. Ashland Subsidies: Library and Rec departments
3. Other Select Board Business
4. Public Comments (as time allows)
5. Adjourn

Next Regular Select Board Meeting: Wednesday, April 16, 2025 @ 6 pm

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Emergency Meeting
April 2, 2025, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Chairperson; Bruce Laveway; Rick Lyons.

Members Absent: None.

Others Present: Corrine Routhier, Jodi Page, Sandra Bartlett, Serena Bonville, Richard Hoppe, Mike Violette, Herb McPherson, Jean McPherson.

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

OLD BUSINESS

Ashland Subsidies—Library & Rec Departments: The Town of Portage has decided to no longer pay subsidies to the Town of Ashland for the Library and Rec Departments. For this year, Portage proposes paying Ashland a flat fee of \$4,500 for the Library Department and \$6,600 for the Rec Department. Moving forward, Portage will pay a per person user fee for the Library and Rec Departments. Contracts will need to be drawn up for the 3 departments we pay fees for. Portage parents will be responsible for paying the user fee and then presenting the Town Office with a voucher for which they will be reimbursed. **Motion made by Rick Lyons and seconded by Bruce Laveway to support the Rec and Library based on the user fee concept, advancing \$6600 for Rec and \$4500 for Library for the first year, and moving strictly to the user fee the following year. Motion carries.**

OTHER SELECTBOARD BUSINESS

Comments from the Public (as time allows): Sandra Bartlett addressed the Board to show her appreciation for their hard work and dedication.

Next regular Selectboard meeting is Wednesday, April 16, 2025, at 6:00 p.m.

Emergency Selectboard Meeting adjourned at 7:02 p.m.

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

Approved: _____
Date

Signed: _____

Bruce Laveway

Richard Lyons

Michelle Johnson, Chairperson

Selectboard Meeting Attendance
April 2, 2025 Emergency Meeting

Please PRINT

Carmie Routhier

Sandra Bartlett

Serena Bonville

Richard Happe

Michael Vukobratovic

Jean M. Pherson

Hub. McPherson

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
April 16, 2025
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Elect Chair for ensuing year
3. Approval of Minutes
March 19, 2025 regular meeting and April 2, 2025 emergency meeting
4. Old Business:
 - a. Ashland Subsidies: Library and Rec Update
 - b. Permission to allow access across Town land on Oak Point area
 - c. Mosquito Brook Unauthorized Access Issue Update
5. New Business:
 - a. 2025 Annual Appointments
 - b. Planning Board Appointments
 - c. Quarterly Treasurer's Report
 - d. Special Amusement Permit Application: Portage Lakeside Cabins
 - e. Manager Mileage Reimbursement Request
 - f. Payables Warrants
6. Town Manager's Report
 - a. 2007 Peterbilt firetruck has issues with the radiator, fan clutch, and oil was found in the antifreeze. Driscoll Diesel prepared an estimate to fix it all, including freight and labor, at a cost of about \$8,200.
 - b. "Coffee with Corrine"—I'm offering my time for up to an hour 1 Friday a month from May to September to meet with anyone and discuss anything they wish. A way for us to reach out to the public and open lines of communication. First one is scheduled for May 9 at 7:30 am.
 - c. The Planning Board held it's first meeting to discuss the Solar Farm Ordinance, was more like a work session as there was no quorum
7. Other Select Board Business
8. Public Comments (as time allows)
9. Adjourn

Next Regular Select Board Meeting: Wednesday, May 21, 2025 @ 6 pm

Upcoming Meetings & Events:

PORTAGE LAKE BOARD OF SELECT PERSONS
Record of Regular Meeting
April 16, 2025, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Chairman; Bruce Laveway.

Members Absent: Rick Lyon.

Others Present: Corrine Routhier, Jodi Page, Herb McPherson, Jean McPherson, Sandra Bartlett, Steve Dempster.

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

Elect Chair for ensuing year: This was tabled until the Board has a full quorum.

Approval of Minutes: Selectboard reviews the minutes from March 19, 2025, regular meeting and April 2, 2025, emergency meeting. **Motion made by Bruce Laveway and seconded by Michelle Johnson to approve the minutes as written. Motion carries.**

OLD BUSINESS

Ashland Subsidies—Library and Rec Update: A letter was sent to the Town of Ashland reiterating what was discussed at our emergency Board meeting on April 2nd. Ashland requested a meeting between their Town Manager and 2 of their Board members and Corrine and Michelle. This meeting will take place on April 23rd.

Permission to allow access across Town land on Oak Point area: The Town of Portage was contacted by a realtor who has a client interested in purchasing property on Oak Point. Their intention is to harvest wood on the property and would like permission from the Town of Portage to use our winter road to haul the wood out. **Motion made by Michelle Johnson and seconded by Bruce Laveway to grant a one-time only permission to allow access with the following stipulations:**

- Permission is granted for winter use only.
- It will be non-deeded access.
- Portage will receive all stumpage for any wood cut on the 650-foot piece belonging to the Town.
- The road will not be maintained for future use.
- The road will need to be seeded after the hauling has been completed.
- A certified Forester will need to oversee the building of the road.

Motion carries.

Mosquito Brook Unauthorized Access Issue Update: The Board discussed their legal options regarding the unauthorized access. The investigation is still ongoing.

NEW BUSINESS

2025 Annual Appointments: Motion made by Michelle Johnson and seconded by Bruce Laveway to make the following appointments:

- Appoint Corrine Routhier as Town Manager, Tax Collector, Agent for Overseers of the Poor, Road Commissioner, E-911 Officer, Freedom of Access Officer;
- Susan Rogers as Treasurer;
- Margaret Pierce as Interim Code Enforcement Officer, Interim Health Officer, Local Plumbing Inspector;

- And, Todd Allen as Animal Control Officer.

Motion carries.

Planning Board Appointments: The Board reviewed the appointments. **Motion made by Michelle Johnson and seconded by Bruce Laveway to appoint Dennis Tozier and Michael Mapley to the Planning Board for 3-year terms expiring in 2028, and to appoint Kathryn Hoppe for the remainder of the term left vacant by the passing of James McAulay, term expiring in 2027. Motion carries.**

Quarterly Treasurer’s Report: The Board reviews the Quarterly report. **Motion made by Bruce Laveway and seconded by Michelle Johnson to accept the quarterly financial update as written. Motion carries.**

Special Amusement Permit Application—Portage Lakeside Cabins: Discussion was tabled due to no quorum from conflict of interest by a Board member.

Manager Mileage Reimbursement Request: The Board reviewed the mileage reimbursement request. **Motion made by Michelle Johnson and seconded by Bruce Laveway to pay \$115.80 to Corrine for mileage reimbursement. Motion carries.**

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

TOWN MANAGER’S REPORT

- 2007 Peterbilt firetruck has issues with the radiator, fan clutch, and oil was found in the antifreeze. Driscoll Diesel prepared an estimate to fix it all, including freight and labor, at a cost of about \$8200.
- “Coffee with Corrine”—I’m offering my time for up to a half hour one Friday a month from May to September to meet with anyone and discuss anything they wish. A way for us to reach out to the public and open lines of communication. First one is scheduled for May 9 at 7:30 a.m.
- The Planning Board held its first meeting to discuss the Solar Farm Ordinance, was more like a work session as there was no quorum.

OTHER SELECTBOARD BUSINESS

Bruce asked when Toby is coming to work on the repairs to the Seaplane base. It will be late summer when he will be here.

Comments from the Public (as time allows):

Next regular Selectboard meeting is Wednesday, May 21, 2025, at 6:00 p.m.

Regular Selectboard Meeting adjourned at 6:35 p.m.

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

Approved: 5/21/2025
Date

Richard Lyons

Signed: Bruce Laveway
Bruce Laveway

Michelle Johnson
Michelle Johnson, Chairperson

Corrine,
I must be getting older, completely skipped my mind to do this Friday.

Attached is a location map of the lot in question and the winter only road we built for the town in 2019, 2020 & 2023.

I would have no concern with the owner of lot 24 using the access point for a timber harvest. They would likely need to build 650 ft of road to get from the last corner to the property. The end of the road is close to the property line, but it would be very steep to get to lot 24 from there.

I would be sure to let them know that this is a "by permission" winter only use and not deeded access. They will also need to contact Irving for trucking access & permission to cut & truck wood across our property.

The road on Portage property we built is between the wetlands. The bird habitat you are seeing is likely the inland waterfowl & wading bird habitat layer which is a 250 ft strip around the open wetlands in certain sections of the lake. The picture below is the inland waterfowl & wading bird habitat layer the State has mapped. It also shows the 1st segment of road we built in 2019.

Matt Stedman
Planning Forester
Irving Woodlands LLC
Maine Licensed forester #3297
Phone: (207)557-1921
<https://www.irvingwoodlands.com/>

From: Corrine Routhier <manager@townofportage.org>
Sent: Thursday, March 20, 2025 8:35 AM
To: Stedman, Matt <Stedman.Matt@jdirving.com>
Subject: Mosquito Brook Area Question

External Email Alert

Caution: This email originated from outside the organization. If you suspect this email is suspicious, please forward the email to 'phishing@jdirving.com' to notify JDI IT Security

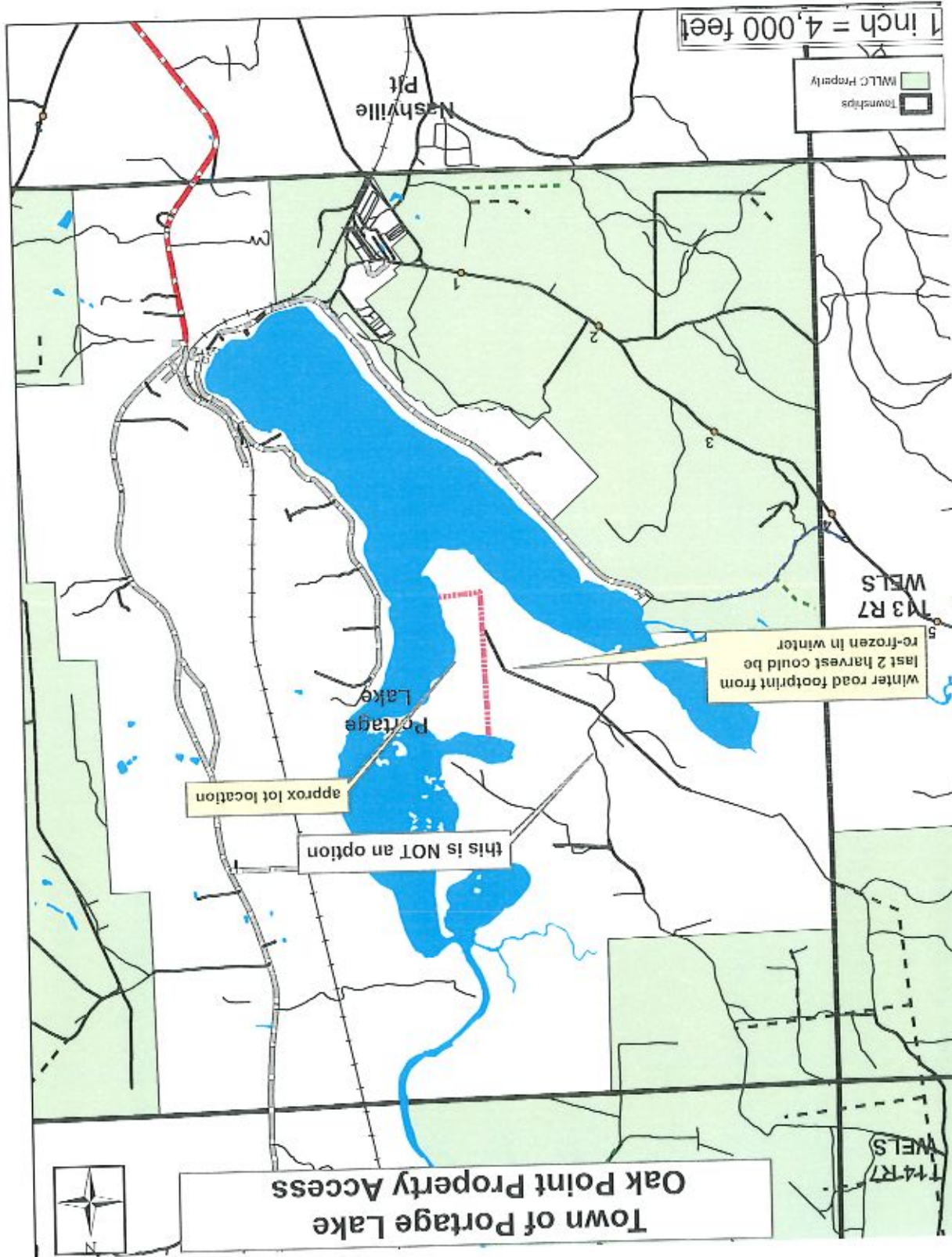
This is the first time you received an email from this sender (manager@townofportage.org). Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Good morning!
I had a realtor reach out to me last week with a question about the town land near Mosquito Brook. He has someone interested in purchasing Garry Nelson's property (map 4, Lot 24), and would like to know if he would be able to access that property from the town's land if he does purchase it. The Board met last night and didn't want to make a decision before asking you what the lay of the land is over in that area, and whether the person doing the harvesting would be able to use existing roads. There were also questions about protected bird habitats over there and wetland areas. I've attached the map of the property up for sale.

Sincerely,
Corrine M. Routhier
Town of Portage Lake, Aroostook County
Manager, Tax Collector, Deputy Treasurer & Interim Clerk
Nashville Plt., ME, Tax Collector & Deputy Clerk
PO Box 255, Portage Lake, ME 04768
Ph: 207-435-4361

Water bowl Habitat





Thanks Corrine,

The first step would be to determine names of everyone involved in the road clearing work and send them a Notice to Cease Trespassing on Town property. That should stop the work but, if not, then you could proceed with a trespass action in court and request an injunction preventing further trespass. I would defer to Todd's recommendation for potential criminal charges but for civil actions there is trespass which could elevate to criminal trespass if they violate the notice. You also could sue in trespass for the value of wood cut with triple damages possible under 14 M.R.S. 7552.

Brent

Brent A. York, Esq.
PHILLIPS, OLORE, DUNLAVEY & YORK, PA
754 Main Street
Presque Isle, ME 04769
Phone: (207) 769-2361
Fax: (207) 769-2381
Email: byork@podlegal.com

From: Corrine Routhier <manager@townofportage.org>
Sent: Wednesday, March 26, 2025 12:19 PM
To: Brent York <byork@podlegal.com>
Subject: [EXTERNAL] FW: Re: Fw: Portage Lake Access

Hi Brent,

This is the email that I sent back to Keith Draper. It has the original email I sent to you, all part of the same email thread. This one has the names of the property owners on that side of Oak Point.

-----Original Message-----

From: "Draper, Keith" <Keith.Draper@maine.gov>
Sent: Monday, March 24, 2025 12:54pm
To: "Corrine Routhier" <manager@townofportage.org>
Subject: Re: Fw: Portage Lake

That's great information, thank you. I'll wait to hear back on how the Town wants to approach the issue and in the meantime I'll try to schedule a time with Matt to go out once the snow melts a bit more and we can get better estimates.

If you need anything from me in the meantime please don't hesitate to give me a shout.

Thanks,

Keith Draper

Forest Ranger II
Maine Forest Service

Cell: (207) 307-4709
Office: (207) 435-6644
Dispatch: (207) 532-5400

From: Corrine Routhier <manager@townofportage.org>
Sent: Monday, March 24, 2025 12:24 PM
To: Draper, Keith <Keith.Draper@maine.gov>
Subject: RE: Fw: Portage Lake

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks, Keith,

I'll forward the message along to the Board and see what they want to do.

As for the property owners, here is a list of the owners on that side of the Point, facing the town's campground & that end of West Rd. (Map 4 on our tax maps if you want to look them up):

Lot 4: Robert Cebula

Lot 4A: David Andrezejewski

Lots 5 & 6: Alban Pelletier

Lot 7: Morin Lake Properties

Lot 8: William Forman III

Lot 8A: Mike Doody

Lot 9: Mark Lunney

Lot 10: Mike Umphrey/Heidi Currier

Lot 11: Dawn Dandaneau

Lot 12 & 13A: Patricia Umphrey

Lot 13: Kenneth Hayes

Lot 14 & 15: Keays Family Trust

I will tell you that the property owners who have approached the Town previously about a road are Mike Doody, Mark Lunney and Mike Umphrey. I'm not sure if they have talked with other camp owners on that side, but I thought I'd give you all of the camp owner names just in case. The person who purchased Lot 8, William Forman III, is a new owner and has submitted a building permit for a camp, so he may have talked with his neighbors about their road idea. He hasn't approached the town about the road, specifically.

-----Original Message-----

From: "Draper, Keith" <Keith.Draper@maine.gov>

Sent: Monday, March 24, 2025 11:27am

To: "Corrine Routhier" <manager@townofportage.org>

Subject: Fw: Portage Lake

Good morning Corrine,

Sorry for the delay in getting back to you about the road building in Portage. I'd been waiting to hear back from the DA's Office regarding possible outcomes. Based on the sounds of it, and according to the evidence and decision of the Town, Unlawful Cutting of Trees or Criminal Mischief would be appropriate possible charges should that decision be made.

Now that the snow is melting, I'd like to go out there with Matt Stedman and we can more effectively assess the damages. Do you have a list of names or the names of the major camp owners who you believe may be responsible?

Thanks!

Keith Draper

Forest Ranger II

Maine Forest Service

Cell: (207) 307-4709

Office: (207) 435-6644

Dispatch: (207) 532-5400

From: Todd Collins <todd@aroostook.me.us>

Sent: Friday, March 14, 2025 1:46 PM

To: Draper, Keith <Keith.Draper@maine.gov>

Cc: Martin, Lance <Lance.Martin@maine.gov>; Hartman, Carson <Carson.Hartman@maine.gov>

Subject: RE: Portage Lake

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

6,000 feet of new road has begun construction using a privately owned excavator and another approximately 6,500 feet of road has been improved without permission, including an unpermitted water crossing.

Though it is unclear as to the exact number of trees cut due to the time of year and stumps being removed from the excavator, the Town is understandably upset as to the clear disregard by some of the camp owners who have participated in building the road without permission, and after checking with DEP, not filing for any permits to build the road or installing a water crossing. There is also the damage to the soils and future productivity of the impacted woodlot. While we have yet to identify all of the players, my question is, if the Town decides they want to press charges, which would be most appropriate? Criminal mischief (17-A 806.1.A) comes to mind as Unlawful Cutting of Trees (17 2510.1) may be difficult to prove the appropriate damage if some stumps have been removed or buried. Another applicable violation, which makes sense to me in this case, would be Operating a Motor Vehicle on Land of Another (17 3853-D).

Nonetheless, I wanted to run this case by you in the instance A) we start making contact with responsible individuals or B) we are asked by the Town as to the potential options they have for consequences. If it is easier to call, please feel free to. I'm on until Tuesday but usually have my work phone on me anyway. I appreciate your time and consideration.

Best Regards,

Keith Draper

Forest Ranger II
Maine Forest Service

Cell: (207) 307-4709
Office: (207) 435-6644
Dispatch: (207) 532-5400

This email comes from outside the County of Aroostook email system. Please be cautious opening or clicking on any attachments or links.

The County of Aroostook is subject to Maine Statutes relating to public records. Email sent or received by County employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of County email should presume that the email is subject to release upon request.

Sincerely,

Corrine M. Routhier

Town of Portage Lake, Aroostook County
Manager, Tax Collector, Deputy Treasurer & Interim Clerk
Nashville Plt., ME, Tax Collector & Deputy Clerk
PO Box 255, Portage Lake, ME 04768
Ph: 207-435-4361

Fx: 207-435-6229

Email: manager@townofportage.org
www.townofportage.org

Under Maine's Freedom of Access law, all e-mail and e-mail attachments received or prepared for use in matters concerning Town business or containing information relating to Town business are

2025 Annual Appointments

Please make a motion & vote on each name individually for the following appointments for the ensuing year:

Corrine Routhier: Town Manager
Tax Collector
Agent for Overseers of the Poor
Road Commissioner
E-911 Officer
Freedom of Access Officer

Susan Rogers: Treasurer

Margaret Pierce: Interim Code Enforcement Officer
Interim Health Officer
Local Plumbing Inspector

Todd Allen: Animal Control Officer

Note: Fire Chief was already appointed in January and Town Clerk was already appointed in February

April 2025

Planning Board Appointment Request

Please appoint the following people to the Planning Board for 3-year terms, each expiring in 2028:

Dennis Tozier

Michael Mapley

Please appoint the following to the Planning Board for the remainder of the term left vacant by the passing of James McAulay:

Kathryn Hoppe, term expires in 2027

Quarterly Selectboard Financial Update

As of March 31, 2025--First Quarter

Revenues vs. Expenses, Net

Total Revenues to date	\$50,218.04	
Total Expenses to date	\$274,432.90	
Net Gain (Loss)		(\$224,214.86)

2025 Tax Commitment	Commitment	Received	Remainder
Real Estate	\$0.00	\$0.00	\$0.00
Personal Prop.	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00

Checking Account-Katahdin

Checkbook Reconciliation Balance \$82,565.87

Bank Reserve Accounts Status

NorState:

Fire Dept. Equip Reserve & Savings	\$78,815.52	
Ministerial School Lot Stumpage		
Savings & CD	\$61,759.25	
Road Reserve Fund	\$336,762.26	
Total at NorState FCU		\$477,337.03

Katahdin:

PW Equipment Reserve CD	\$65,070.73	
Silviculture ICS & Checking	\$203,792.17	
General ICS	\$302,520.31	
Total at Katahdin		\$571,383.21

The County Federal Credit Union:

Town Hall Improvement CD & Sha	\$14,303.42	
Revaluation Reserve CD & Share	\$56,290.85	
Total at The County Federal Credit Union		\$70,594.27

Acadia FCU:

Cemetery Perpetual Care	\$13,662.13	
Stumpage: Savings & CD	\$403,964.96	
Total at Acadia FCU		\$417,627.09

TOTAL RESERVES: \$1,536,941.60

Total Assets in Banks: \$1,619,507.47

Real & Personal Property Taxes outstanding principle

Real:

2023	\$8,973.11
2024	\$20,368.93
	\$29,342.04

Pers. Prop:

2023	\$0.00
2024	\$22.49
	\$22.49

Selectboard Meeting Attendance
April 16, 2025 Regular Meeting

Please PRINT

Corrine Roulier

Sean McPherson

Hub McPherson

Sandy Bartlett

steve Dempster

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
May 21, 2025
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Elect Chair for ensuing year
3. Approval of Minutes
 April 16, 2025 regular meeting
4. Old Business:
 - a. Ashland Subsidies: Library and Rec Update
 - b. Special Amusement Permit Application: Portage Lakeside Cabins
5. New Business:
 - a. Special Town Meeting—Choose Date & Approve Warrant Articles
 - b. Certified Ratio Declaration & Assessing Update
 - c. Portage ATV Club Letter of Support for Grant
 - d. Portage Lake Scholarship Applications
 - e. Stumpage Revenue: \$60,391.93. Consider putting portion into Silviculture, rest in Stumpage savings
 - f. Payables Warrants
6. Town Manager's Report
 - a. Public Works & Parks doing spring clean-up and repairs. Mowing has started; roads swept
 - b. Railroad will be replacing Cottage Rd. crossing this June with rubber matting and pavement instead of planks. Will need to re-route traffic from Cottage to Hayward along the RR ROW near Lakeside Cabins for 2 or 3 days.
 - c. Generator is having issues again; Tyler Michaud diagnosed, thinks its bad clinoid
 - d. Planning Board is working on a Solar Farm Ordinance, will submit a draft to Select Board when ready
 - e. Manager on vacation June 5, 6 & 9
7. Other Select Board Business
8. Public Comments (as time allows)
9. Adjourn

Next Regular Select Board Meeting: Wednesday, June 18, 2025 @ 6 pm

Upcoming Meetings & Events:

June 11: School Budget town meeting @ 6 pm

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Regular Meeting
May 21, 2025, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Chairman; Bruce Laveway; Rick Lyons.

Members Absent: None.

Others Present: Jodi Page, Corrine Routhier, Glenn Cusack, Dave Pierce.

Meeting called to order at 6:02 p.m. by Michelle Johnson.

Elect Chair for ensuing year: Agenda item moved until all Board members are present. The Board revisited this agenda item after discussion was completed on the Ashland Subsidies. **Motion made by Rick Lyons and seconded by Bruce Laveway to re-elect Michelle Johnson as Chairman for the ensuing year. Motion carries.**

Approval of Minutes: Selectboard reviews the minutes from the April 16, 2025, regular meeting. **Motion made by Rick Lyons and seconded by Michelle Johnson to approve the minutes as written. Motion carries.**

OLD BUSINESS

Ashland Subsidies—Library and Rec Update: Ashland offered the Town of Portage the 2024 subsidy rates for Library and Rec, and a nonvoting seat at their budget meeting, declining the offer we proposed. Bruce arrived at this point in the discussion. Michelle proposed we hold a special town meeting for citizens to vote on warrant articles for the 2024 Ashland subsidy rates. **Motion made by Rick Lyons and seconded by Bruce Laveway to recommend we pay the Town of Ashland the 2024 subsidy rates for Rec and Library, making it clear to our citizens that we have a seat at their table during budget meetings. Motion carries.**

Special Amusement Permit Application—Portage Lakeside Cabins: The Board discussed the special amusement permit, with Michelle abstaining from this vote. **Motion made by Rick Lyons and seconded by Bruce Laveway to approve the Special Amusement Permit Application, noting hours effective on the 29th of June from 1 to 7 p.m. Motion carries.**

NEW BUSINESS

Special Town Meeting—Choose Date & Approve Warrant Articles: The Board discussed possible dates for the special town meeting. **Motion made by Michelle Johnson and seconded by Rick Lyons to select June 18th at 6 p.m. for the special town meeting. Motion carries.** The Board signed the Warrant Articles for approval.

Certified Ratio Declaration & Assessing Update: **Motion made by Bruce Laveway and seconded by Michelle Johnson to choose 79% as a certified ratio declaration. Motion carries.**

Portage ATV Club Letter of Support for Grant: **Motion made by Michelle Johnson and seconded by Rick Lyons to sign the letter of support for the Portage ATV Club grant. Motion carries.**

Portage Lake Scholarship Applications: **Motion made by Michelle Johnson and seconded by Bruce Laveway to approve all 3 scholarships at \$1000 each. Motion carries.**

Stumpage Revenue--\$60,391.93—Consider putting portion into Silviculture, rest in Stumpage savings: **Motion made by Michelle Johnson and seconded by Rick Lyons to put 40% into Stumpage and 20% into Silviculture. Motion carries.**

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

TOWN MANAGER'S REPORT

- A. Public Works & Parks doing spring clean-up and repairs. Mowing has started; roads swept.
- B. Railroad will be replacing Cottage Road crossing this June with rubber matting and pavement instead of planks. Will need to re-route traffic from Cottage to Hayward along the RR ROW near Lakeside Cabins for 2 or 3 days.
- C. Generator is having issues again; Tyler Michaud diagnosed, thinks it's a bad solenoid.
- D. Planning Board is working on a Solar Farm Ordinance, will submit a draft to Selectboard when ready.
- E. Manager on vacation June 5, 6 & 9.

OTHER SELECTBOARD BUSINESS

A citizen voiced concern to Bruce regarding the entrance to the artesian well. Bruce asked about jacking up the well house. Another concerned citizen asked Rick about the log trucks coming out of the mill and the weight limit restrictions. Dave asked if anyone had looked into getting a grant to relocate the EV charging station. No one has looked into it yet.

Comments from the Public (as time allows):

Next regular Selectboard meeting is Wednesday, June 18, 2025, at 6:30 p.m.

Upcoming Meeting & Events:

- June 11th: School Budget town meeting @ 6 p.m.
- June 18th: Special Town Meeting @ 6 p.m.

Regular Selectboard Meeting adjourned at 6:59 p.m.

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

Approved: _____

Date

Richard Lyons

Signed: _____

Bruce Laveway

Michelle Johnson, Chairperson



IRVING WOODLANDS LLC
 300 UNION ST
 PO BOX 5777
 SAINT JOHN NB E2L 4Z2
 CANADA

PAYEE NUMBER
 Numéro du fournisseur

89118

DATE
 M D Y
 M J Y

05/02/2025

ADVICE NUMBER
 Numéro du paiement

4889540

PAYEE
 Fournisseur

TOWN OF PORTAGE LAKE
 PO BOX 255
 PORTAGE LAKE ME 04768 0255
 UNITED STATES

INVOICE DATE Date de Facturation	INVOICE NUMBER Numéro de la facture	P.O. NUMBER Numéro du bon de commande	REMARKS Remarque	DISCOUNT TAKEN Réduction utilisée	PAYMENT AMOUNT Montant du paiement
04/28/2025	PORTAGE20251ST		ACH Payment		60,391.93

*24,156.78 40% Stampage
 36,235.15 60% Silviculture*

TOTAL U.S. DOLLARS \$ 60391.93

THIS IS MITTANCE ADVICE IS FOR A PAYMENT THAT WILL BE DEPOSITED DIRECTLY TO YOUR ACCOUNT.
 LE PRESENT AVIS DE PAIEMENT AFFICHE UN MONTANT QUI SERA DEPOSE DIRECTEMENT DANS VOTRE COMPTE.
 Please Direct Inquiries and Questions to: clientservices@jdirving.com or 1-855-534-6033
 Si vous avez des questions, veuillez envoyer un courriel à clientservices@jdirving.com ou composer le 1-855-534-6033

TOWN OF PORTAGE LAKE

SILVICULTURE ACCOUNT BY-LAWS (REVISED)


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

SILVICULTURE FUNDS WILL BE USED TO:

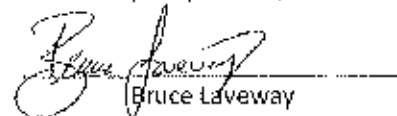
- 6 CREATE AND MAINTAIN HEALTHY FORESTLAND
- 7 GENERATE FOREST PRODUCTS TO SUPPORT THE LOCAL ECONOMY
- 8 MAINTAIN AND CREATE DEER WINTERING HABITAT TO SUPPORT LOCAL DEER POPULATIONS
- 9 BE SENSITIVE TO THE AESTHETICS OF HIGHLY VISIBLE AREAS

APPROVED: 9-20-23
DATE

SELECTBOARD
AUTHORIZATION:


Michelle Y. Johnson, Chair


Barry Kenney


Bruce Laveway

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

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

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

Forest Fire Financial Responsibility
1/4 of 1% of State Valuation

Silviculture Account was specifically set up for our Forest Fire financial responsibility and replanting on town lands

	Town Valuation	1%	Town Responsibility
2025	\$106,450,000	\$1,064,500	\$266,125
2024	\$97,200,000	\$972,000	\$243,000
2023	\$85,550,000	\$855,500	\$213,875
2022	\$76,400,000	\$764,000	\$191,000
2021	\$91,100,000	\$911,000	\$227,750

Current Bank Account Bal:
 \$203,742.17 As of 3/31/2025

\$228,350.00 Average

Difference needed to fund Silviculture Acct:

Fund to 2025 Need: \$62,382.83
 Fund to 3 year Average: \$24,607.83

Funding Options:

- *Funds can be taken from Stumpage if/when a forest fire or other emergency occurs
- *The next Stumpage revenue payment can be designated to only go to Silviculture until fully funded
- *The next Stumpage revenue payments can be split between Stumpage and Silviculture until Silviculture is fully funded.

Select Board Meeting Attendance
May 21, 2025 Regular Meeting

Please PRINT

Corinne Routhier

David Pierce

Alexa Cosack

AGENDA
TOWN OF PORTAGE LAKE
Regular Select Board Meeting
June 18, 2025
6:30 P.M.

1. Call Meeting to Order & Attendance
2. Approval of Minutes
 May 21, 2025 regular meeting
3. Old Business:
 - a. Special Town Meeting results--Ashland Subsidies: Library and Rec
4. New Business:
 - a. 2025-26 County Tax Warrant: \$237,442
 - b. Liquor License Renewal App: Portage Hills Country Club
 - c. Special Entertainment App: Portage Hills Country Club
 - d. Stump Dump Request by Ashland Transfer Station
 - e. Payables Warrants
5. Town Manager's Report
 - a. Beach parking lot project is complete; gravel brought in over remainder of the ledge and pot-holes filled in.
 - b. Clerks have created a "Welcome to Portage Lake" packet for new residents
 - c. Office closed Thursday June 19 for state/federal Juneteeth holiday
6. Other Select Board Business
7. Public Comments (as time allows)
8. Adjourn

Next Regular Select Board Meeting: Wednesday, July 16, 2025 @ 6 pm

Upcoming Meetings & Events:

June 27-29: Town-wide Yard Sale benefitting Summer Round Up weekend

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Regular Meeting
June 18, 2025, at 6:30 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Chairman; Bruce Laveway; Richard Lyons.

Members Absent: None.

Others Present: Jodi Page, Corrine Routhier, Sandra Bartlett, Amy Collins, Arthur Routhier.

Meeting called to order at 6:33 p.m. by Michelle Johnson.

Approval of Minutes: Selectboard reviews the minutes from the May 21, 2025, regular meeting. **Motion made by Richard Lyons and seconded by Bruce Laveway to approve the minutes as written. Motion carries.**

OLD BUSINESS

Special Town Meeting results—Ashland Subsidies: Library and Rec: Residents voted down the Ashland Subsidies for Library and Rec at the Special Town Meeting. Corrine is going to email Ashland's Town Manager the results of our Special Town Meeting.

NEW BUSINESS

2025-26 County Tax Warrant--\$237,442: The Board discussed the 2025-26 County Tax Warrant. **Motion made by Michelle Johnson and seconded by Bruce Laveway to pay the County Tax Warrant. Motion carries.**

Liquor License Renewal App—Portage Hills Country Club: **Motion made by Richard Lyons and seconded by Bruce Laveway to approve the application. Motion carries.**

Special Entertainment App—Portage Hills Country Club: **Motion made by Michelle Johnson and seconded by Bruce Laveway to approve the Special Entertainment permit for Portage Hills Country Club. Motion carries.**

Stump Dump Request by Ashland Transfer Station: The Ashland Transfer Station is looking for a place for our residents to dump their stumps. Portage does not have a way to dispose of these items without proper licensing and permits.

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

TOWN MANAGER'S REPORT

- A. Beach parking lot project is complete; gravel brought in over remainder of the ledge and potholes filled in.
- B. Clerks have created a "Welcome to Portage Lake" packet for new residents.
- C. Office closed June 19th for Juneteenth holiday.

OTHER SELECTBOARD BUSINESS

Richard asked where we were regarding the illegal road investigation. Currently, we have no new information pertaining to the investigation. Michelle asked who was responsible for the acquisition of new Rec equipment for the Town of Portage. She mentioned putting out a Suggestion Box for residents to use

regarding the purchasing of new equipment. **Michelle asked about having a work session for our Stumpage Account on how to regulate it and replace any funds used in the future.** A work session has been scheduled for after the August 20th regular Selectboard meeting. **Richard asked how our budget would be impacted by tonight's voting results.** Corrine stated our mil rate would be lowered because of it.

Comments from the Public (as time allows): Amy had a couple suggestions on improving the "Welcome to Portage Lake" packets for new residents. Arthur mentioned the great job Jason is doing in Public Works.

Next regular Selectboard meeting is Wednesday, July 16, 2025, at 6:00 p.m.

Upcoming Meeting & Events:

- June 27-29th: Town-wide Yard Sale benefitting Summer Round Up weekend

Regular Selectboard Meeting adjourned at 7:02 p.m.

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

Approved: _____

Date _____

Richard Lyons

Signed: _____

Bruce Lavey

Michelle Johnson, Chairperson

Re: RE: Stump Dump in Town Pit

From: Stedman, Matt <Stedman.Matt@jdirving.com>

Sent: Tue, Jun 10, 2025 at 6:21 pm

To: Corrine Routhier

Yeah, sounds like a lot of management & strings.

Good information to pass along to the selectmen as to why the town should not get into it.

Matt Stedman
Planning Forester
Irving Woodlands LLC
(207)557-1921

From: Corrine Routhier <manager@townofportage.org>

Sent: Tuesday, June 10, 2025 8:49:04 AM

To: Stedman, Matt <Stedman.Matt@jdirving.com>

Subject: FW: RE: Stump Dump in Town Pit

External Email Alert

Caution: This email originated from outside the organization. If you suspect this email is suspicious, please forward the email to phishing@jdirving.com to notify JDI IT Security

Hi Matt,

This is what I got as a response from Scott Belair about using the pit or the town's Transfer Station for waste wood. Doesn't look like something we want to get into...

-----Original Message-----

From: "Belair, Scott" <Scott.Belair@maine.gov>

Sent: Monday, June 9, 2025 11:48am

To: "Corrine Routhier" <manager@townofportage.org>

Subject: RE: Stump Dump in Town Pit

Hi Corrine,

The material that you describe is regulated as solid waste under the Chapter 400 *Maine Solid Waste Management Rules* which includes a definition of wood waste which is as follows:

Wood waste. "Wood wastes" means brush; stumps; lumber; bark; wood chips; shavings; slabs, edgings; slash; sawdust; wood from production rejects; and wood pallets that are not pressure treated or visibly contaminated, and from which fasteners have been removed; that are not mixed with other solid or liquid waste. For the purposes of this definition, "lumber" is entirely made of wood and is free from metal, plastics and coatings.

While there are some exemptions for the disposal/landfilling of wood wastes, those exemptions only apply to material disposed on the same parcel where it was generated. The one exception to this being a one-time allowance for the owner of a property to give written permission to someone else to dispose of wood waste on their parcel although this also comes with some additional limitations.

Unfortunately, accepting wood wastes from residents at a disposal site like proposed would be considered a land filling activity and be subject to licensing. Transfer stations are able to accept wood waste, but the area cannot exceed one acre and there needs to be a final plan for disposal/transfer elsewhere. Options usually

Select Board Meeting Attendance
June 18, 2025 Regular Meeting

~~Michael Bartlett~~ **Please PRINT**
Sarah Bartlett

Jodi Page

Carrie Rouhier

Amy Collins