

AGENDA
Town of Portage Lake
Regular Select Board Meeting
April 15, 2026
6:00 P.M.

1. Call Meeting to Order & Attendance
2. Elect Chair for ensuing year
3. Approval of Minutes
 - March 18, 2026 regular meeting
 - March 26, 2026 special meeting
4. Old Business:
5. New Business:
 - a. 1st Qtr. Treasurer Report
 - b. Annual Appointments
 - c. ATV Club Grant Certification Letter
 - d. Approve Veteran Widow Exemption—A. Higgins
 - e. Sign Ashland Subsidy MOUs
 - f. Scholarship Application
 - g. PHCC Special Amusement Permit & Liquor License Renewal
 - h. Manager 1st Qtr. mileage request
 - i. Payables Warrants
6. Town Manager's Report
 - a. I met with reps from neighboring towns of Ashland, Masardis, and Garfield Plt. to discuss future collaboration efforts between our communities
 - b. Greg Loutsios will not be mowing again for us this summer. I have posted the position with some updated duties suggested by Jason. Hoping to have someone in place before mid-May.
 - c. A draft letter to residents about the market adjustment has been written; waiting on confirmation of the schedule from Lewis Cousins to meet with taxpayers if they have questions. Hoping to send the letter out by mid-May
 - d. Regarding the new PW Shed: Which color scheme would the Board prefer?
 - e. I will be attending the Maine Municipal Tax Collectors & Treasurer Association annual conference on May 7 in Bangor
7. Other Select Board Business
8. Public Comments (as time allows)
9. Adjourn

Next Regular Select Board Meeting: Wednesday, May 20, 2026 @ 6 pm

PORTAGE LAKE BOARD OF SELECTPERSONS
Record of Regular Meeting
April 15, 2026, at 6:00 p.m.
Portage Lake Municipal Building Conference Room

Members Present: Michelle Johnson, Chairman; Richard Lyons; Calvin Mokler.

Members Absent: None.

Others Present: Jodi Page, Corrine Routhier, Arthur Routhier.

Others Present via Zoom: Tammy Lunney.

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

Elect Chair for ensuing year: Motion made by Richard Lyons and seconded by Calvin Mokler to nominate Michelle Johnson as Chair for the ensuing year. Motion carries.

Approval of Minutes: Selectboard reviews the minutes from the March 18, 2026, regular meeting and the March 26, 2026, special meeting. **Motion made by Richard Lyons and seconded by Michelle Johnson to approve the March 18, 2026, regular meeting minutes and the March 26, 2026, special meeting minutes as written. Motion carries.**

OLD BUSINESS

Michelle asked Corrine about the MOU with the Gateway Communities. They needed additional time for research. This will be revisited in May.

NEW BUSINESS

1st Quarter Treasurer Report: The Board reviewed the 1st Quarter Treasurer Report. **Motion made by Michelle Johnson and seconded by Calvin Mokler to accept the Treasurer's Report. Motion carries.**

Annual Appointments: The Board reviewed the 2026 list of Annual Appointments. **Motion made by Michelle Johnson and seconded by Richard Lyons to appoint the following: Corrine Routhier, Town Manager, Tax Collector, Agent for Overseers of the Poor, Road Commissioner, E-911 Officer, Freedom of Access Officer; Susan Rogers, Treasurer, Motor Vehicle Agent; Danica Hartman, Town Clerk, IF&W Agent, Animal Welfare Agent; Margaret Pierce, Interim Code Enforcement Officer, Local Health Officer, Local Plumbing Inspector; Todd Allen, Animal Control Officer; Michael Hinken, Planning Board, term expiring April 2029; Patrick Raymond, Board of Appeals, term expiring April 2029. Motion carries.**

ATV Club Grant Certification Letter: Motion made by Michelle Johnson and seconded by Calvin Mokler to sign the letter for the ATV Club Grant Certification. Motion carries.

Approve Veteran Widow Exemption—A. Higgins: Motion made by Richard Lyons and seconded by Michelle Johnson to approve the Veteran Widow Exemption for A. Higgins. Motion carries.

Sign Ashland Subsidy MOUs: The Board reviewed the MOUs for the Ashland Subsidies. **Motion made by Michelle Johnson and seconded by Calvin Mokler to sign the Ashland Subsidy MOUs. Motion carries.**

Scholarship Application: The Board reviewed the scholarship applications. **Motion made by Michelle Johnson and seconded by Calvin Mokler to accept the scholarship applications for Mason Pierce and Dawson Jandreau. Motion carries.**

PHCC Special Amusement Permit & Liquor License Renewal: The Board reviews the amusement permit and liquor license renewal for PHCC. **Motion made by Richard Lyons and seconded by Michelle Johnson to approve the special amusement permit for PHCC with the same stipulations as previously stated. Motion**

carries. Motion made by Michelle Johnson and seconded by Calvin Mokler to sign and approve the liquor license for PHCC. Motion carries.

Manager 1st Quarter mileage request: The Board reviews the Town Manager's 1st Quarter mileage request. Motion made by Richard Lyons and seconded by Calvin Mokler to approve the mileage request. Motion carries.

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

TOWN MANAGER'S REPORT

- a) I met with reps from neighboring towns of Ashland, Masardis, and Garfield Plantation to discuss future collaboration efforts between our communities.
- b) Greg Loutsios will not be mowing again for us this summer. I have posted the position with some updated duties suggested by Jason. Hoping to have someone in place before mid-May.
- c) A draft letter to residents about the market adjustment has been written; waiting on confirmation of the schedule from Lewis Cousins to meet with taxpayers if they have questions. Hoping to send the letter out by mid-May. Richard Lyons commented he would like it added to the letter for clarity that the current ratio is 63% and with the market adjustment it will be back to 100%.
- d) Regarding the new PW Shed: Which color scheme would the Board prefer? Motion made by Michelle Johnson and seconded by Richard Lyons to go with the gray color scheme. Motion carries.
- e) I will be attending the Maine Municipal Tax Collectors & Treasurer Association annual conference on May 7 in Bangor.

OTHER SELECTBOARD BUSINESS

Public Comments (as time allows):

Next regular Selectboard meeting is Wednesday, May 20, 2026, at 6:00 p.m.

Regular Selectboard Meeting adjourned at 6:25 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: Calvin J. Mokler

Calvin Mokler

Michelle Johnson, Chairperson

Quarterly Selectboard Financial Update

As of March 31, 2026--First Quarter

Revenues vs. Expenses, Net

Total Revenues to date	\$187,333.76
Total Expenses to date	\$307,397.57
Net Gain (Loss)	<u><u>(\$120,063.81)</u></u>

2026 Tax Commitment	Commitment	Received	Remainder
Real Estate	\$0.00	\$0.00	\$0.00
Personal Prop.	\$0.00	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Checking Account-Katahdin

Checkbook Reconciliation Balance	<u><u>\$173,715.83</u></u>
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Bank Reserve Accounts Status

NorState:

Fire Dept. Equip Reserve & Savings	\$83,324.06	
Ministerial School Lot Stumpage		
Savings & CD	\$51,736.66	
Road Reserve Fund	<u>\$430,870.37</u>	
Total at NorState FCU		<u>\$565,931.09</u>

Katahdin:

PW Equipment Reserve CD	\$75,244.13	
Silviculture ICS & Checking	\$247,649.33	
General ICS	<u>\$219,206.15</u>	
Total at Katahdin		<u>\$542,099.61</u>

The County Federal Credit Union:

Town Hall Improvement CD & Sha	\$22,135.57	
Revaluation Reserve CD & Share	<u>\$71,513.63</u>	
Total at The County Federal Credit Union		<u>\$93,649.20</u>

Acadia FCU:

Cemetery Perpetual Care	\$15,029.54	
Stumpage: Savings & CD	<u>\$429,610.67</u>	
Total at Acadia FCU		<u>\$444,640.21</u>

TOTAL RESERVES:		<u><u>\$1,646,320.11</u></u>
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Total Assets in Banks:	<u><u>\$1,820,035.94</u></u>
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Real & Personal Property Taxes **outstanding** principle

Real:

2024	\$9,529.32
2025	<u>\$30,543.20</u>
	\$40,072.52

Pers. Prop:

2024	\$0.00
2025	<u>\$0.00</u>
	\$0.00