

**AGENDA**  
**Town of Portage Lake**  
**Regular Select Board Meeting**  
**June 17, 2026**  
**6:00 P.M.**

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1. Call Meeting to Order & Attendance
2. Approval of Minutes
  - May 20, 2026 regular meeting
  - June 2, 2026 special meeting
3. Old Business:
  - a. Mosquito Brook Area Site Evaluation & Restoration Plan
  - b. Food Sovereignty Ordinance Request
4. New Business:
  - a. Request for permission to cross Town-owned Land for Timber Harvest-Map 4 Lot 24
  - b. County Tax Warrant to sign
  - c. MMA Legislative Policy Committee Ballot
  - d. Payables Warrants
5. Town Manager's Report
  - a. Rena Belanger has decided to retire as the Town's janitor at the end of June. A luncheon is planned for her at the Town Hall on Friday the 26<sup>th</sup>.
  - b. Two culverts need replacing on West, one is partially crushed and the other is about ¼ crushed.
  - c. I have sent all papers to become part of the Workers Comp Safety Incentive Program through MMA, which could save us up to 10% of our annual cost each year while in the program.
  - d. Maine Revenue Services did not accept our 100% Certified Ratio Declaration as submitted; said Assessor needs to do more adjustments to bring it to where they feel it should be.
  - e. The Town Office will be closed Friday June 19<sup>th</sup> for Juneteenth holiday and Friday July 3 for Independence Day observed.
6. Other Select Board Business
7. Public Comments (as time allows)
8. Executive Session Per 1 MRSA §405(6)(A)—Personnel Matters
8. Adjourn

**Next Regular Select Board Meeting:** Wednesday, July 15, 2026 @ 6 pm

PORTAGE LAKE BOARD OF SELECTPERSONS  
Record of Regular Meeting  
June 17, 2026, at 6:00 p.m.  
Portage Lake Municipal Building Conference Room

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

Members Absent: None.

Others Present: Jodi Page, Corrine Routhier, Tammy Lunney, Matt Stedman, Andrew King, Keith Draper, Maggie Pierce.

Others Present via Zoom: Mark Lunney.

Meeting called to order at 6 p.m. by Michelle Johnson. Michelle reviewed the Zoom meeting protocol/disclaimer for everyone present.

**Approval of Minutes:** Selectboard reviews the minutes of the May 20, 2026, regular meeting and the June 2, 2026, special meeting. **Motion made by Richard Lyons and seconded by Calvin Mokler to approve the May 20, 2026, regular meeting minutes and June 2, 2026, special meeting minutes as written. Motion carries.**

**OLD BUSINESS**

**Mosquito Brook Area Site Evaluation & Restoration Plan:** Moyse Environmental visited the area to do a site evaluation for the restoration plan. We should receive the plan in a few weeks. Matt Stedman, licensed Forester with Irving Woodlands, addressed the Board regarding his visit to the site with Moyse Environmental. Signage was put up prohibiting motorized access; foot traffic is still permitted. Keith spoke to the Board regarding warning citations and possible fines should the Town of Portage wish to proceed with prosecuting the violators.

**Food Sovereignty Ordinance Request:** The Board reviewed the Ordinance Request. The next step would be for the Selectboard to have the CEO draft the ordinance for review, then hold a public hearing. **Motion made by Michelle Johnson and seconded by Calvin Mokler to have the CEO provide a rough draft of the Food Sovereignty Ordinance. Motion carries.**

**NEW BUSINESS**

**Request for permission to cross Town-owned land for timber harvest-Map 4 Lot 24:** Andrew King, licensed Forester with Irving Woodlands, addressed the Board with a request for permission to cross Town-owned land for a timber harvest. About 600 feet of new road would need to be built. This would be a winter harvest only. Andrew will draft a new letter of agreement with the changes requested by the Board. **Motion made by Richard Lyons and seconded by Calvin Mokler to grant permission to cross Town-owned land (Map 4 Lot 24). Motion carries. Michelle abstained from voting.**

**County Tax Warrant to sign:** The Board reviewed the County Tax bill of \$269,332. This includes the 3<sup>rd</sup> and final installment. **Motion made by Michelle Johnson and seconded by Calvin Mokler to accept and pay the County Tax. Motion carries.**

**MMA Legislative Policy Committee Ballot:** The Board reviewed the Ballot and signed it for approval.

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

## TOWN MANAGER'S REPORT

- a) Rena Belanger has decided to retire as the Town's janitor at the end of June. A luncheon is planned for her at the Town Hall on Friday the 26<sup>th</sup>.
- b) Two culverts need replacing on West, one is partially crushed and the other is about ¼ crushed. This will be a project for next year.
- c) I have sent all papers to become part of the Worker's Comp Safety Incentive Program through MMA, which could save us up to 10% of our annual cost each year while in the program.
- d) Maine Revenue Services did not accept our 100% Certified Ratio Declaration as submitted; said Assessor needs to do more adjustments to bring it to where they feel it should be.
- e) The Town Office will be closed Friday June 19<sup>th</sup> for Juneteenth holiday and Friday July 3<sup>rd</sup> for Independence Day observed.

## OTHER SELECTBOARD BUSINESS

### Public Comments (as time allows):

At 6:42 p.m., a motion was made and seconded to enter Executive Session pursuant to 1 M.R.S.A. § 405(6)(A) for personnel matters. Motion carries. Motion made and seconded to end the Executive Session at 7:18 p.m. The public portion of the meeting resumed. Motion made by Michelle Johnson and seconded by Calvin Mokler to accept changes to the Personnel Policy sections relating to sick and vacation time accruals. Motion carries.

Next regular Selectboard meeting is Wednesday, July 15, 2026, at 6:00 p.m.

### Regular Selectboard Meeting adjourned at 7:19 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 Mokler

Michelle Johnson, Chairperson