

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
JANUARY 9, 2001
1:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of December 27, 2000 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Ordinance Violation - Plante
2. Overhead Doors
3. Quit Claim Deed

NEW BUSINESS:

1. Fire Dept/Maine Woods Co., LLC
2. Maine Town Managers Interchange - Feb 2, 2001
3. Snowmobile Trail Change

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
JANUARY 9, 2001**

The meeting was called to order at 1 P. M. by Chairperson, Gloria Curtis.

Present: Gloria Curtis, Chairperson; Christy Dicker and Daniel Higgins, Selectpersons; Rita Sinclair, Town Manager; Dave Bolstridge, Fire Chief; Greg Cyr, President of Maine Woods Co. LLC.

Motion made and seconded to accept minutes as written. Motion carries.

Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

Dan Higgins requested that the Board go directly to #1 under **NEW BUSINESS:**

1. Fire Dept./Maine Woods Co. LLC: Dan Higgins stated that Greg Cyr had asked him what could be done about the bill he had received from the Fire Dept. Dan had spoken with Dave Bolstridge about the bill and asked him to accept a lesser amount. Dan said Dave and the Town Manager had come up with the figures for the hours and labor involved. Dave corrected Dan by stating that the Town Manager had not contributed to the figures on the bill. Dan asked, "Where did you get the figures?" Dave replied that he had gotten them from 1996 records from forestry and other fire departments. Dan Higgins said he had spoken with two other members of the fire department and they didn't feel that Maine Woods should be billed. He also talked with Christy Dicker and she suggested he talk with Dave Bolstridge. Gloria Curtis stated this is not a Board issue. It is between the Fire Dept. and Maine Woods Co. Dan Higgins wants to make sure everyone realizes he wasn't trying to go over any ones head. He asked Dave if he would consider the amount on the paper (that he asked Dave to sign earlier in the week). Dave Bolstridge said he would accept that amount because he had signed a paper agreeing to such. Greg Cyr agreed to pay that amount by Friday when asked to do so by Dan Higgins. The Town Manager wishes to be on record that this was and is not a Board issue and had told Greg Cyr that when he first approached her with the subject.

OLD BUSINESS:

1. Ordinance Violation – Plante: The Town Manager reported she had contacted MMA Legal Dept. regarding the fine assessed to Ron Plante for non removal of his storage building. An explanation followed with the steps to be taken before a fine can be imposed. The final steps would be to have an attorney request a court hearing. This would require all parties involved to be present. The fine imposed was as a Board

directive and not by a motion of the Board. Plante does have some serious health problems and is living on a limited income. Since we don't know what the actual circumstances are, it may be to our advantage to look into this further. Christy Dicker said Portage construction would be willing to remove the building on a payment arrangement with Ron Plante. She will contact him with the offer. Christy Dicker feels "we have gone above and beyond to accommodate him in this situation." Dan Higgins asked what could be done to make people comply with the rules.

2. Overhead Doors – The Town manager reported that Door Services Inc. was scheduled to start work tomorrow, January 10.

3. Quit Claim Deed - The Town Manager presented three Quit Claim Deeds to be signed by the Board of Selectpersons for the H. A. Stevens property.

NEW BUSINESS:

1. Previously discussed.

2. Maine Town Managers Interchange/February 2, 2001 – The Town Manager requests permission to attend this interchange. The Board grants this request.

3. Snowmobile Trail Change - The snowmobile club would like to straighten the curve by Betty Chounards property. This would require moving the trail over onto joint property. The Board of Selectpersons agrees to this as long as the club requests permission from the other property owners as well.

SELECTPERSONS CONCERNS:

Christy Dicker – Ab Khambaty's oldest daughter was killed in an accident before the holidays. She requests permission to purchase a flag in honor of the Khambaty's daughter. There is money available in the Beautification fund to do this.

Frank Currier has groomed the cross-country ski trail with his own sled and gas. There are donation boxes along the trail, but not everyone leaves a donation. Can a donation from the recreation account be made to Frank as a token of the Towns appreciation? The board agrees to a donation being made.

Christy Dicker is working on the 2001 Gateway Grant. The funds will be used for the Senior Memorial Park.

Daniel Higgins – What is the status on Laura Audibert? Gloria Curtis said Laura said she would get back to the Town if Irving didn't agree to the contract. Rita Sinclair will call to get an update from Laura.

Dan reported that he has had an individual request permission to put a road in on Oak Point to get to his camp. Dan advised him to contact Laura Audibert for input on road and then approach the Board for permission.

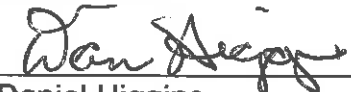
Gloria Curtis – None

Adjourned at 2 P.M. (time 1 hr.)

APPROVED:



Gloria Curtis



Daniel Higgins



Christy Dicker

**TOWN OF PORTAGE LAKE
AGENDA
SELECT PERSONS MEETING
JANUARY 23, 2001
1:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of January 9, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Update on Plante Violation
2. Used Overhead Door Openers
3. Land Management Update
4. Alternate CEO Appointment

NEW BUSINESS:

1. Ordinances for Town
2. Chamber of Commerce
3. Budget Meeting

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
JANUARY 23, 2001**

Meeting called to order at 1 P.M. by Chairperson, Gloria Curtis.

Present: Gloria Curtis, Chairperson; Christy Dicker, and Dan Higgins, Selectpersons; Rita Sinclair, Town Manager.

Motion made and seconded to accept the minutes of the January 9, 2001 meeting.

Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Update on Plante Violation: Christy Dicker reported that she had been unable to contact Mr. Plante as he was still in the hospital after having heart surgery. As soon as he returns, she will contact him.

2. Used Door Openers: Rita Sinclair reported that she had called Wayne Littlefield of Door Services Inc. and he had stated that \$100 per door opener was more than fair. He recommended asking \$150. The Board agrees that the door openers should be offered for \$100.

3. Land Management Update: Laura Audibert has called to say a contract was being drawn up with Irving. Dan Higgins reported he had spoken with Rich Hoppe who had stated there are more deer yard in Portage than in the Unorganized Territories. Rich will be getting back to Rita in the near future.

4. Alternate CEO Appointment: Rita Sinclair stated that Lewis Cousins had completed the Shoreland Zoning Certification requirements. She believes that it would be in the best interest of the Town to hire Lewis as Alternate CEO. Christy Dicker made a motion to appoint Lewis Cousins as Alternate CEO. Motion seconded by Dan Higgins. Motion carries. Christy Dicker mentioned frustration at not being able to enforce the ordinance. The Town Manager said the rules could be enforced, but the process has to be carried out step by step.

NEW BUSINESS:

1. Ordinances For Town: Rita Sinclair mentioned to the Board that she has been trying to find the Towns Ordinances. The only ones to be found are entertainment, beach

hours, and E-911 street names and signs. The Town needs one to prohibit parking in the right of way on Town roads and one for limiting weights on Town roads.

2. Chamber of Commerce: The Presque Isle Chamber of Commerce is requesting the Towns input on ways the Chamber might be able to assist the Town. Dan Higgins suggested a list of features that the Town of Portage Lake has. Gloria Curtis mentioned a list of businesses and what they have to offer, such as Coffins Store offering 24/7 gasoline service.

3. Budget Meeting: The Town Manager asked if the Board would be available for a Budget Meeting on January 30 at 1 P.M. She also is setting February 7 at 7 P.M. as the tentative date for the Regular Budget Committee Meeting. Dan Higgins mentioned a citizen had approached him with a complaint about spending and wanted to be informed of the budget meeting. When asked if he would be taking out papers for Selectperson, Dan Higgins replied he hadn't decided yet.

SELECTPERSONS CONCERNS:

Dan Higgins asked if Public Works would sand from the Fish Lake Road out towards town (West Road) because of the ice there. He also asked who is responsible for maintaining the Buffer. Gloria Curtis said it depended on the maintenance required. If there is another washout, it is the Towns responsibility. Dan said he was more concerned with the weeding. It should not be part of Public Works responsibility. Gloria said that was up to the Towns people and volunteers to do the weeding.

Christy Dicker: None.

Gloria Curtis: None

Rita Sinclair asked for information on Grants and the local match.

Meeting adjourned at 2:15 P. M. (Time 1 hr. 15 min.)

APPROVED:


Gloria Curtis


Daniel Higgins


Christy Dicker

**TOWN OF PORTAGE LAKE
AGENDA
SELECT PERSONS MEETING
FEBRUARY 6, 2001
1:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of January 23, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Update on Plante Violation
2. Land Management Input

NEW BUSINESS:

1. Homestead Exemption Overpayment
2. Peterson's Septic Services/Beach
3. Veterans War Memorial Plaque

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
FEBRUARY 6, 2001**

Meeting called to order at 1:20 P.M. by Gloria Curtis, Chairperson.

Present: Gloria Curtis, Chairperson; Daniel Higgins and Christy Dicker, Selectpersons; and Rita Sinclair, Town Manager.

An Executive Session was required for personal matter. The Board came out of Executive Session at 1:35 P.M. Town Manager, Rita Sinclair was requested to gather information to present to the Board on wages for the Town Clerk, Katherine Gagnon.

A motion was made by Christy Dicker and seconded by Dan Higgins to accept the minutes of the January 23, 2001 meeting with revisions. Motion carries.

Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM THE FLOOR: None

OLD BUSINESS:

1. Update on Plante Violation – Christy Dicker reported she had contacted Roan Plante to confirm the removal of the storage shed. Although she didn't have a definite date set, she said it would be done within thirty days.

2. Land Management Input – Rita Sinclair reported she had talked with Laura Audibert and as soon as Laura was able, she would do the surveying on the joint owned land. Laura also asked for the Boards input on the management plan. Gloria Curtis asked if Oak Point would be harvested. Dan Higgins requested a meeting with Laura as soon as she is able to navigate with her broken foot.

NEW BUSINESS:

1. Homestead Exemption Overpayment – The Town Manager reported that she had received a request for payment from Maine Revenue Services for overpayment on the Homestead Exemption.

2. Petersons Septic Services/Beach – Rita Sinclair informed the Board of quotes she had received from Petersons Septic Services. The portable toilets are available on a monthly basis and are cleaned weekly. When asked if the holding tank would have to be removed, Christy Dicker said she believed it could be covered. Aroostook Cast would be able to make a cover for the hole. Once sealed, the portable toilets can be placed over the hole.

3. Veterans War Memorial Plaque – The Town manager reported she had a veteran ask why Portage Lake didn't have representation at the War Memorial. She has told the resident that she had no previous knowledge of this. When asked, the Board said they were not aware of the opportunity to purchase a plaque. Ray Beaulier, Ashland's Town Manager, had said he would try to get a name, or telephone number, of a contact person. The Board requested that the Town Manager gather information on purchasing a plaque.

SELECT PERSONS CONCERNS:


Dan Higgins – None


Christy Dicker – None

Gloria Curtis – None

Meeting Adjourned at 3:20 P.M. (time 2 hrs. ~~20 min.~~¹⁵)

APPROVED:


Gloria Curtis


Daniel Higgins


Christy Dicker

**TOWN OF PORTAGE LAKE
AGENDA
SELECT PERSONS MEETING
FEBRUARY 21, 2001
2:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of February 6, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Update on Plante Violation
2. Cemetery Survey/October, 1991
3. CEO Update

NEW BUSINESS:

1. Veterans War Memorial Plaque
2. Corrections to Budget
3. Hourly Wage For Public Works Spare Driver

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
February 21, 2001**

Gloria Curtis, Chairperson called the meeting to order at 2 P.M.

Present: Gloria Curtis, Chairperson; Christy Dicker and Daniel Higgins, Selectpersons;
Rita Sinclair, Town Manager.

A motion was made by Christy Dicker to accept the minutes of the February 6, 2001 meeting as written. Motion seconded by Dan Higgins. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM THE FLOOR: There being no others in attendance the Chairperson dispensed with Business From The Floor.

OLD BUSINESS:

1. Update on Plante Violation – Rita Sinclair reported that the illegal building has not been removed. Ron Plante has been in to sign a statement agreeing to have the building removed within thirty days (3/8/01). Christy Dicker stated that the removal is scheduled for February 25th.
2. Cemetery Survey/October 1991 – Rita Sinclair showed the Board a copy of a survey completed by Bridgham engineering in October 1991. Dan Higgins believed that was current enough to prove the boundaries of the cemetery lot.
3. CEO Update – Lewis Cousins has written a brief report on the progress being made on issues on file as well as new complaints received. Copy attached.

NEW BUSINESS:

1. Veteran's War Memorial Plaque – Town Manager reported she had been able to contact the persons that have information on the Korean Veterans' War Memorial plaques. Actually they are not plaques, but stones placed in the walkway at the War Memorial in Mount Hope Cemetery in Bangor. The sizes are 6 x 12, containing 3 lines and 17 letters and spaces per line for \$125; 12 x 12, containing 7 lines and 17 letters and spaces per line for \$200; 12 x 24, containing 5 lines and 23 letters and spaces per line for \$500. Dan Higgins made a motion to purchase the 12 x 24 stone. Christy Dicker seconded the motion. Motion carries.
2. Corrections to Budget - The Town Manager reported that due to a warrant to pay the remaining bills for the year 2000 the final balances on some accounts had changed. The amounts are not significant and the Budget Committee has been notified.

At this point (2:25 P.M.), the Board went into Executive Session to discuss a personnel matter. The Board came out of Executive Session at 2:35 P.M. Dan Higgins made a motion to increase Katherine Gagnon's wages by .75 per hour. Motion seconded by Gloria Curtis. Motion carries.

4. Hourly Wage for Public Works Spare Driver – Rita Sinclair stated this position has not had an increase in wages since 1999. Dan Higgins said the wage should be based on experience. Rita Sinclair said availability should also be a factor. Dan Higgins made a motion to increase wages for the spare driver based on experience and availability to \$9.00 per hour. Seconded by Gloria Curtis. Christy Dicker abstained. Motion carries.

SELECT PERSONS CONCERNS:

Christy Dicker – reported that the application for the 2001 Gateway Grant for the Senior Park had been turned down. It will be applied for again next year.

Dan Higgins thanked Gloria Curtis and Christy Dicker for the years they have worked together on the Board.

Gloria Curtis – None

Meeting adjourned at 3 P.M. (time 1 hr.)

APPROVED:


Gloria Curtis

Daniel Higgins


Christy Dicker

Omitted Signature

CEO Report For Select persons 2-20-2001

1. Ron Plante - Following the path begun by Rita, we now have a signed statement that the illegal building will be removed by 3-8-2001
2. Collins Complaint - I am in the process of assisting the Collins to obtain the necessary permit for their garage. Jim has been cooperative so far.
3. Strickland building - have posted it as a "Dangerous building". Now in the process of going through proper process to get building removed at owners expense. Will take time if she does not cooperate.
4. Citizen Complaints - Received 1 on Paul Lynch and 1 on Charles Cormere. Will investigate and resolve as time permits.

Lev6

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
MARCH 6, 2001**

*Postponed
Rescheduled for March 8 @ 2PM*

Call Meeting to Order

Roll Call

Approve Minutes of February 21, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Strickland House Hearing
2. Assessor's Notice
3. Personal Property Proposal
4. Truck Repairs

NEW BUSINESS:

1. Land Use Ordinance/Secret Ballot
2. Fire Department Grant
3. Warrant Articles For Town Meeting

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
MARCH 8, 2001**

Meeting called to order at 2:00 P.M. by Gloria Curtis, Chairperson.

Present: Gloria Chairperson; Christy Dicker and Daniel Higgins, Selectpersons; Rita Sinclair, Town Manager; Michael Cote, Carl Hughes, and Heber Umphrey, representing Portage Hills Country Club.

Gloria Curtis went directly to Business From Floor in order to hear the representatives from the Portage Hills Country Club.

BUSINESS FROM FLOOR:

Mike Cote, Vice President and spokesperson for Portage Hills Country Club, requests that the land tax be abated on the land at the golf course. He stated they have not been taxed on the land since 1938. Why has the Town not taxed them for the land in the past? He said the Club is not a non-profit, but a not for profit organization. Membership dues and green fees cover the cost of labor, upkeep, and capital expenditures.

The Town Manager stated she had gone by the assessing agents values on the property card. She also requested information from the Portage Hills Country Club regarding the lease or other paperwork that stated the reason for not taxing the land leased to the Club. She had sent a copy of the lease to the Town's attorney, Richard Solmorn for review. His response was the lease stated the Club was responsible for taxes. Since this was not a clear issue, the rule of thumb is to tax and when the situation is clarified then abate if the situation so requires. The attorney has requested copies of the organizations' Incorporation and Charter to clarify the agreement on the land. Mike Cote stated he would get a copy of this information to the Town Manager as soon as possible.

Gloria Curtis scheduled Portage Hills Country Club to return for the April meeting with the Board. Due to scheduling conflicts the April meeting will be changed to the 17th at 7:00 P.M. At this time the representatives of the Club thanked the Board for their time and left the meeting.

Approve Minutes: Dan Higgins made a motion to accept the Minutes of the March 8th meeting. Christy Dicker seconded the motion. Motion carries.

Approve Treasurers' Warrants: The Board reviewed and signed the Treasurer's Warrants.

OLD BUSINESS:

1. Strickland House Hearing – The Town Manager, Rita Sinclair reminded the Board of the Hearing at the meeting on the 20th of March. Dan Higgins asked to have the meeting rescheduled for medical reasons. The meeting will be the 27th of March at 1:00 P.M. The Town Manager will contact the CEO, Lewis Cousins, so that he can notify Christine Strickland, the owner of the property.

2. Assessor's Notice – The Board of Selectpersons signed the Assessor's Notice for 2001, and will be available for comments April 11 at 7:00 P.M.

3. Personal Property Proposal – The Town Manager reported she has received a proposal from Ray Gannon for updating Personal Property for the Town. The Board agreed to accept Mr. Gannon's proposal.

4. Truck Repairs – A quote for work on the 1980 international has been received from Brad St. Peter of \$1,000. The Board did not make a decision to have the work done at this time.

NEW BUSINESS:

1. Land Use Ordinance/Secret Ballot – The Town Manager reported that the Board would have to hold a Public Hearing on the Article for the Warrant regarding the vote by secret ballot. This will depend on the outcome of the Planning Board's Public Hearing at 7:00 P.M. tonight.

2. Fire Department Grant – Rita Sinclair reported the Fire Department has received a grant of \$3,800 towards two dry hydrants for the Town. The decision on where the hydrants will be located has not been made. The fire Chief, Dave Bolstridge is considering one on East Cottage Road and one on West Road. The assistance of DEP will be required before work will begin.

3. Warrant Articles For Town Meeting – The Town Manager presented a copy of the Articles for the Warrant for Town Meeting for the Board to sign. Copies will be made, and attested to, for posting for the March 30th Town Meeting.

SELECTPERSONS CONCERNS:

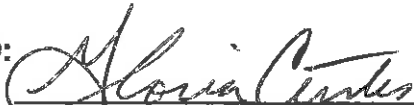
Christy Dicker – None

Dan Higgins – None

Gloria Curtis – Safety issue on Truck traffic coming off the Fish Lake Road cutting traffic on West Road off. Rita Sinclair asked the board if they wanted to have an article in the warrant for law enforcement. The board agreed and recommended \$2,500 to be appropriated for this project. Rita will call the Sheriff's Department to gather information for this project.

Meeting adjourned at 4:00 P.M. (time 2 hrs.)

APPROVED:



Gloria Curtis

Daniel Higgins



Christy Dicker

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
MARCH 27, 2001
1:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of March 8, 2001 Meeting

Approve treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Strickland House Hearing
2. Repairs on 1980 Truck
3. Update on Portage Hills C.C. Taxes
4. Land Use Ordinance

NEW BUSINESS:

1. CEO Resignation
2. Electrical Repairs

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
MARCH 27, 2001**

Gloria Curtis, Chairperson, called the meeting to order at 1:15 P.M.

Present: Gloria Curtis, Chairperson; Dan Higgins, Selectperson; Rita Sinclair, Town Manager; Lewis Cousins, CEO; Cleo Bernier, Representing Christine Strickland, property owner; and Frank Bemis, Attorney for Christine Strickland.

Minutes were read and approved as written.

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

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Strickland House Hearing - Delayed until Christy Dicker arrives.
2. Repairs on 1980 Truck – The Town Manager presented two quotes to the Board for repairs that need to be made to the Town trucks. Gloria Curtis requests that Brad St. Peter's quote be broken down in order to make a comparison on the work that needs to be done.
3. Update on Portage Hills Country Club – Rita Sinclair, Town Manager, reported that she had received the information that the Town's attorney, Rick Solmon had requested, and has sent it to him requesting his input prior to the Selectpersons meeting on the 17th of April.
4. Land Use Ordinance – The Town Manager reported that the ordinance would not be voted on at Town Meeting, as there are several revisions to be made. Once those are completed, there will be another Public Hearing.

Christy Dicker arrived and the Board proceeded with (1.) Strickland House Hearing.

Introductions were made and Lewis Cousins proceeded to bring those present up to date on the proceedings on the Strickland house. (Notes included)

Cleo Bernier stated that she had hired Bernie Maples to board up the windows and doors. This hasn't been completed yet as Mr. Maples is unable to work due to an injury.

Dan Higgins asked when the owner plans to remove the house. Frank Bemis stated his client has no plans to do so this summer. She feels that the condition of the house is a product of the road being built closer and closer to the house and the snow being plowed against the house. Mr. Bemis stated this is an "equal protection issue", as

the road caused the deterioration to the house. The question was raised as to why this wasn't pursued prior to this year. Mr. Bemis stated the owner has twenty years to act.

Dan Higgins said parking in the past was made available through Alwards. Cleo Bernier stated, "Carl Alward had dug into the bank so that she could snug the car into the bank. In the winter the plow man agreed to plow the area on the corner so I could park there."

Christy Dicker asked if the house were torn down now, what would be the future use. Lewis Cousins read from the Town ordinance and stated that state law prohibits a septic system as the lot only contains 28,512 square feet. The house could be built on the same footprint but there are still setback issues to be dealt with.

Gloria Curtis asked about the Grandfather Clause. Lewis stated there has been no use within the last five years so the Grandfather Clause wouldn't apply.

Frank Bemis stated that his client, Christine, would be glad to enter into an agreement with the Town (an informal resolution) for the purchase of the property. Mr. Bemis requested the Board to take Fact Finding into consideration. He would encourage discussions between the Town Manager and Christine Strickland for the Board.

Lewis Cousins asked if Ms. Strickland had given any indication of repairs to be made to the building? Frank Bemis responded, "Repairs are to be made, but I can not designate funds for repairs for her."

Gloria Curtis asked what the order would say. Lewis Cousins replied that it would be to repair or remove the house.

Christy Dicker asked if the Town had Christine take the house down, could there be an agreement granting her a longer period to rebuild? Lewis said she would have to go to the Zoning Board of Appeals for that and it could open a whole new avenue.

Lewis Cousins said the questions are, "Could it be brought up to usable standards?" Is it going to be standing there in five years in no better shape?

Cleo Bernier said, "I know my daughter. She would start this summer and probably not finish until next summer."

Lewis Cousins said it would be a Finding in Order to accept a definite written plan of action within sixty days.

Dan Higgins made a motion that the Board authorize CEO, Lewis Cousins, to prepare a Order of Fact Finding to remove the structure or submit a written plan to bring the building up to standards. Motion seconded by Christy Dicker. Motion carries.

At this point Mr. Bemis, Cleo Bernier, and Lewis Cousins left the meeting.

NEW BUSINESS:

1. CEO Resignation - Ralph Stolze has submitted a letter of resignation. A copy was given to each Selectperson to read.
2. Electrical Repairs - The Town Manager reported that George Leblanc had made repairs to the lights in the office and will submit an estimate for other repairs.

SELECTPERSONS CONCERNS:

Dan Higgins said he had talked with Bud Clark about the school bell. Bud said he was not sure he wanted to donate the bell to the Town.


Christy Dicker – None

Gloria Curtis – None

Meeting adjourned at 3:45 P.M. (time 2 ½ hours)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

Dan Higgins Ar Meeting

CEO Notes
Christine Strickland
map 20, lot 50
Stockford Rd.
Limited Residential Zone

- 2-08-01 Post building "condemned as dangerous and unsafe"
- 3-01-01 send letter to Christine Strickland (registered letter)
- 3-5-01 go to site with Gloria Curtiss and Cleo Bernier
enter building and view from inside
animals are freely roaming-saw tracks throughout
shed is all rotten
door is broken beyond repair
kitchen floor is humped 16" to 20"
living room floor is humped 20" to 24" in opposite direction
most windows are broken
question chimney for soundness
roof has broken boards along edge
no paint on outside of building anywhere
very dry wood exposed
no foundation
roofs are seperating
tree is growing through roof
19' center of road to building
- 1 no trespassing sign
roof does not appear to leak (house portion)
- 3-12-01 Send notice to Christine of date change
- 3-15-01 receive confirmation of receipt of certified letter
- 3-19-01 receive notice from Rita that Cleo was in on 3-15 to say that windows had been boarded up and that doors would be done soon

Cleo claims that the road has been widened in her direction only several times. She would like to remove the shed and living room if she could expand to the left side

**TOWN OF PORTAGE LAKE
ANNUAL ASSESSORS MEETING
April 11, 2001**

Gloria Curtis, Chairperson called the annual Assessors meeting to order at 7 PM.

Present: Gloria Curtis, Chairperson; Christy Dicker and Arthur Routhier, Selectpersons; Rita Sinclair, Town Manager; and Steve Lemay, agent for Maine State Revenue Services.

Steve Lemay explained residual value of personal property to the Board. He used skidders as an example. The value of one tire is great enough that the value of the skidder should never be less than at least one tire. Older machines would have a lower value. The Green Guide to Forestry Equipment is a good source of information.

Steve went on to explain "charitable and benevolent", giving some examples of such. The Portage Hills Golf Course does not come under this description. Since Portage Hills Country Club has exclusive use of the golf course they should be considered as having a lease hold interest in the property.

Notices have been sent according to state law 706 for "true list". If a list is not submitted then a taxpayer cannot appeal. A Board can accept a list after the deadline and thereby give the taxpayer an opportunity for appeal. The assessors need a list to assess by. Lists should be submitted on a yearly basis.


Steve stated that once a business is set up and a profit is made, the owner is in a position to be assessed. Keep in mind that equipment that is not excised should be considered personal property.


The Tax Increment Financing Agreement was an item for discussion as was an assessing agent, or assessor, for Personal Property.

The Board thanked Steve for attending and providing information to them. After Steve left the Board continued to discuss Personal Property and some of the items that would qualify.

Meeting adjourned at 8:45 PM. (time 1hr. 45 min.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
APRIL 17, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of March 27, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Portage Hills Country Club/Golf Course
2. Repairs on 1980 Truck
3. Estimate on Electrical Repairs

NEW BUSINESS:

1. Appointments - Town Manager, Town Clerk, CEO, Fire Chief, Assistant Chief
2. Trapping Request
3. Training/Workshops - May 26/27 (Certification)

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
APRIL 17, 2001**

Meeting called to order at 7:10 PM by Gloria Curtis, Chairperson.

Present: Gloria Curtis, Chairperson; Christy Dicker, Arthur Routhier, Selectpersons; Rita Sinclair, Town Manager; Bill Nemer, President; Mike Cote, Vice President, Portage Hills country Club; and Heber Umphrey, member of PHCC, and a resident of Portage Lake.

Motion made and seconded to accept minutes with revisions.

Gloria Curtis moved on to # 1 under **OLD BUSINESS**, Portage Hills Country Club Golf Course. Town Manager, Rita Sinclair, passed out copies of the letter (copy attached) she had received from the Town Attorney, Rick Solmon, of his findings regarding the lease to PHCC.

Bill Nemer, President of PHCC, requests that the Town abate taxes due to the fact that the Town benefits from the golf course. He said the taxes have more than doubled in the last year. Gloria Curtis pointed out that this was because of the revaluation that was done. Rita Sinclair said part of that is because they were never taxed for the lot improvements in the past. Bill Nemer continued with the fact that all three of the members present work as volunteers and are doing the Town a service. There are people that come to Portage to play golf and stop at Coffins and Deans thereby granting a service to the Town. Bill Nemer asked how much the taxes contribute to the school system since he doesn't have children in school. To this the Town Manager replied that there were many people in Portage who paid taxes and do not have children in school. He said the golf course is open to everyone. Christy Dicker added "for a fee".

Rita Sinclair stated that PHCC has exclusive use of the land; the nine holes are part of the improvements to the lot as are the well and septic, and these improvements are included in the land portion of the tax bill.

Mike Cote remarked that, "All we are talking about then is \$400.00. It hardly seems worth it." Gloria Curtis said a decision would not be made at this meeting. The members of the PHCC then thanked the Board for their time and left the building.

Gloria Curtis then resumed with the items on the Agenda.

The selectpersons reviewed and signed the Treasurers Warrants.

BUSINESS FROM FLOOR: Dispensed, as there was none.

OLD BUSINESS:

2. Repairs on 1980 Truck – The Town Manager reported that Brad St. Peter had withdrawn his quote on repairs as he did not have time to complete the truck before he

returned to work for Portage Construction. Vaughn Devoe of Public Works may do the work himself as he has some time before spring cleanup can begin. Christy Dicker asked about the panels for the backhoe and was this included in the \$3,000 figure for the work on the backhoe. Rita said she would check with Vaughn as she did not have the breakdown.

3. Estimate on Electrical Repairs – An estimate for hooking up the electric stove and running a line for the copier had been turned in by George LeBlanc. Since this quote seemed high, suggestions of other electricians to contact were made by the Board.

NEW BUSINESS:

1. Appointments: Town Manager, Town Clerk, CEO, Fire Chief, Assistant Chief – A motion was made by Christy Dicker and seconded by Arthur Routhier to appoint Rita Sinclair as Town Manager, Treasurer, Tax Collector, Road Commissioner, General Assistance Administrator; Kathy Gagnon as Town Clerk, Registrar of Voters; Lewis Cousins as Code Enforcement and Health Officer; Ralph Stolze as Licensed Plumbing Inspector; Dave Bolstridge as Fire Chief; Board of Appeals: "Bud" Clarence Clark, Gerald Cormier, and Roland Caron. Motion carries.

2. Trapping Request – The Town Manager has received a request from Jim Fahey to live trap on joint owned land for rabbits. Consent has been received from Irving and Seven Islands as they are the other landowners involved. Christy Dicker asked what this entailed. Gloria Curtis explained that the rabbits are box trapped alive and then used to train the dogs. Rita Sinclair said she believed the trainer had control over the dog so that he wouldn't harm the rabbit. A motion was made and seconded to allow Jim Fahey to trap on joint owned land. Christy Dicker abstained. Motion Carries

3. Training/Workshops – May 26/27(Certification) - Rita Sinclair, Town Manager, requested permission to attend a workshop in Augusta on May 27th and for Kathy on the 26th. Gloria Curtis asked if this would include lodging. It would for Kathy.

SELECT PERSONS CONCERNS:

Arthur Routhier – Board meeting dates and time for June. An error was made on the time and the Town manager will see that this is corrected. It should be 7 P.M. instead of 1 P.M.

Gloria Curtis – Questioned if the Town Manager had read the info from Adelphia. She had been asked about increases in rates. Rita Sinclair said she would look into this.

Christy Dicker – Reminder to line up the man for roadside mowing. When are the portable toilets going to be delivered the beach? Do we have a rake for the tractor? If East Cottage were raked it would save work on the shoulders. The ditch up by Pat

and Herve Plourde is running through the cemetery. The culvert is plugged. Rita Sinclair said she would contact DOT, as it was their responsibility.

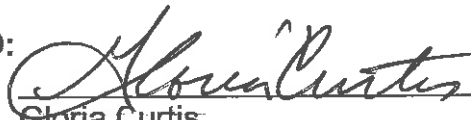
The flagpole brackets need to be tightened and there are more to put up.

Gloria Curtis asked for a list of holidays where flags are required. Gloria also asked if the Town has another flag for the Town Square. That one is in need of replacement. Rita will see that one is ordered.

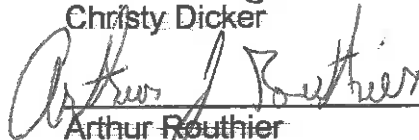
Roof – A letter needs to be sent to modern Roofing and siding, reiterating Mr. Nelsons remarks about the gutters when the initial complaint was made.

Meeting adjourned at 8:45 P.M. (time 1 hr. 45 min.)

APPROVED:


Gloria Curtis

Christy A. Dicker
Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
BOARD of SELECTPERSONS
AGENDA
MAY 2, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of April 17, 2001 Meeting and Annual Assessors Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Repairs on Equipment
2. Board Rep. for PLA
3. Transfer Station

NEW BUSINESS:

1. FEMA Fire Dpt. Grant
2. Police Service for Portage
- 3.

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
SELECTPERSONS MEETING
MAY 2, 2001**

A Public hearing was held for comment on the Portage Hill Country Club liquor license. As there was no one present other than the Board and Town Manager, the Hearing was closed. A motion was made by Christy Dicker and seconded by Arthur Routhier to grant a liquor license to Portage Hills Country Club. Motion carries.

Meeting called to order by Gloria Curtis, Chairperson, at 7:00 PM.

Present: Gloria Curtis, Chairperson; Christy Dicker and Arthur Routhier, Selectpersons; Rita Sinclair, Town Manager.

The minutes of the April 17, 2001 meeting were read and approved with corrections noted.

The Selectpersons reviewed and signed the Treasurers Warrants.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Repairs on Equipment – The Town Manager reported that Vaughn Devoe of Public Works was doing the work on the trucks. He has plated all the rusted areas and holes and will be priming and painting next week. The 84 I International may have to wait as time is getting short before Spring clean up. The \$3,200 for the backhoe painting does include panels. It may be a little more than that, but not more than \$200. This project may have to be put on hold due to time constraints.

2. Portage Lake Association – Cherry Danker on behalf of the Association has requested a representative of the Board of Selectpersons attend their meetings as required by their by-laws. Board members feel that their schedules, due to work and their personal lives, are already full. Since the meetings are held during the day, it would be difficult to attend. Town Manager, Rita Sinclair, will attend as a Board representative as her schedule allows.

3. Transfer Station – Rita Sinclair reported that before the Transfer Station can open issues with burning have to be resolved. Training on Hazardous Waste handling also has to be completed. Christy Dicker suggested calling Holly Umphrey for information.

NEW BUSINESS:

1. FEMA Fire Dept. Grant – The Fire Department has received a grant for 2 dry hydrants. At present the desired locations are on East Cottage and West Roads. The right-of-ways are being looked at and easements are a consideration. A second grant has been applied for. This would be for turn out gear and a new fire truck. Christy Dicker asked when the department would know if they received the grant. The Town Manager replied that a decision would be made in June.

2. Police Service for Portage - The Town manager reported that the Aroostook County Sheriff's Department would start services this week. The Town will be billed on a monthly basis.

SELECT PERSONS CONCERNS:

Gloria Curtis – Has Bob Nelson contacted us about the roof? Town Manager has not heard from him. She will write a final letter before contacting the Town's attorney.

Has there been any update on the Strickland House? There have been no new developments.

Complaints on the Fish Lake Road, who says when the dust is too much? Suggestions were to contact DEP or EPA. Rita Sinclair stated that at the meeting with the representatives of businesses and landowners on that road, it was recommended that liquid calcium be used for dust control. The Town will contact any agencies necessary, if there are numerous complaints about the dust this year.

Outhouses at the beach – when will they be delivered? Will they be bolted down? They will be delivered the 18th or 19th of May and we may not have to secure them. We will see what happens. There are no covers for the existing holes, so Vaughn has purchased pressure treated plywood to cover the complete top of the old bathrooms.

Arthur Routhier – Traffic on Main Street. Hopefully having the laws enforced will curb the speeding.

Jet skis at the head of the lake. Suggestions were to contact Jim Fahey. He would know the law on this.

Christy Dicker – Roadside mowing. Rita Sinclair stated she had not been able to reach Mr. Richards by telephone, but she would keep trying.

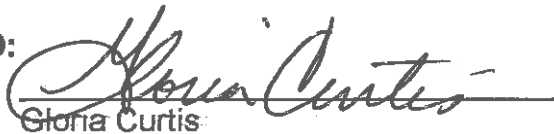
Planters – Old planters need to be removed from the old artesian well lot. Twelve new planters are on order and will be placed at various locations in Town.


Rita Sinclair – Right of Ways. We are trying to find a location for the dry hydrants and have found that the Town's right of ways would be a major project. Does the Board have any suggestions? Gloria Curtis said the one on East that is used by the Oakpoint property owners was given to those people by the church. The one by Don Martin's is the widest but an easement was given to the Martin's for a leach field.

A boat, motor and trailer has been donated to the Portage Lake Fire Department by a Mr. Maloney from Connecticut. Arrangements are being made to transport this equipment to Portage Lake. It will be an asset to the fire department to have a way to get to Oakpoint.

Meeting adjourned at 8:30 PM. (time 1 hr. 30 min.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
BOARD of SELECTPERSONS
AGENDA
MAY 23, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of May, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Strickland House
2. Transfer Station
3. Fire Dept./Dry Hydrants
4. Public Works "To Do List"
5. Law Enforcement

NEW BUSINESS:

1. Policy for Departments
2. Request for Office Space
3. Cemetery Project
4. Alward Property
5. Personnel Matter/Executive Session
6. Appointments to Planning Board

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
MAY 23, 2001**

Meeting called to order by Chairperson, Gloria Curtis, at 7 P.M.

Present: Gloria Curtis, Chairperson; Christy Dicker and Arthur Routhier, Selectpersons; Lewis Cousins, CEO; Rita Sinclair, Town Manager; Allan Harding, attorney for Christine Strickland; and Kathy Gagnon, Town Clerk.

BUSINESS FROM FLOOR: Dispensed with.

Gloria Curtis, Chairperson, moved to #1 Strickland House, under OLD BUSINESS. Attorney, Allan Harding requested reconsideration for paragraph 2 of the Board of Selectpersons Findings. Mr. Harding referred to the correspondence between Lewis Cousins, CEO, and Frank Bemis of Harding Law Offices. Mr. Bemis had requested that this paragraph be reconsidered because it was not a part of the Findings stated in the minutes of the March 27th Hearing on the Strickland House. Lewis Cousins had responded that it was a part of the Town's Ordinance and that it did have bearing on the future use of the property. Mr. Harding took the Board through the Fact Finding original notice, which only referred to Dangerous Building and not to loss of Resumption of Use. He stated that Mrs. Strickland was not prepared for that at the hearing. Mr. Harding went over the minutes and motion made by Dan Higgins. The process we submit is to let the Finding work its course. At this point Mrs. Strickland has been given the opportunity to submit a written plan to bring the building up to standards.

Attorney Harding stated the alternative, if things stay the way they are, is for Mrs. Strickland to seek regress through Superior Court. We hope the Board would say, "Yes, we'll give you the opportunity to submit a written plan and proceed from there."

Gloria Curtis asked if anyone had any comments. Since there were no comments made, Gloria asked for a motion from the Board, Christy Dicker made a motion to strike paragraph 2 from the Fact Finding Order. The motion was seconded by Arthur Routhier. Motion carries.

At this point Mr. Harding thanked the Board for their time and left the meeting.

Minutes of May 2, 2001 meeting were read and a motion was made by Christy Dicker and seconded by Arthur Routhier to approve them as written. Motion carries.

Warrants were reviewed and signed by the Board of Selectpersons.

Gloria Curtis moved on to NEW BUSINESS and a personnel matter. Kathy Gagnon waived the Executive Session. She requested time off, without pay, to travel to Las Vegas from the end of November to the 10th of December. She has air fare that will expire if not used prior to the end of the year. S will have used her vacation time by
— he

then due to previously made plans. Gloria Curtis said the Board would consider this and get back to her. At this point Kathy left the meeting.

4. Alward Property – Rita Sinclair mentioned the letter CEO, Lewis Cousins, sent Mr. Alward about the rubble from the building on his property. She also told them of her conversation that day with Mr. Alward. She is under the impression that he will be in to speak with Lewis on Thursday,

Gloria Curtis returned the meeting to the next item on the agenda under OLD BUSINESS.

OLD BUSINESS:

2. Transfer Station – Rita Sinclair, Town Manager reported that the Transfer Station opened May 19th. Lou Pizzuti had responded in the positive to the letter he received from the Town Manager in regards to the upgrading of the manual. The manual is being worked on at present and all other requirements for the Transfer Station have been met. Lou Pizzuti will be inspecting the site sometime in June.

3. Fire Department Dry Hydrants – The Town manager reported that Mark Russell of DEP had looked at the suggested locations with her, Fire Chief, Dave Bolstridge, CEO, Lewis Cousins and Public Works Foreman, Vaughn Devoe. His opinion was that any of the locations viewed would be acceptable. The ones most likely to be used are not in the areas that we would have initially wanted to install the hydrants in, but those areas would be a major undertaking and the deadline for project completion through this grant is August 31st. The first proposed location will be at the brook at the intersection of West Road and the Fish Lake Road. The location for the second hydrant would be at the brook on the Fox Hill Road. Both locations would require minimum excavation and piping.

4. Public Works "To Do List" – The board has each received a copy of the list Vaughn Devoe submitted of the projects that are to be completed this summer. Gloria Curtis asked about volunteers putting the flags up rather than taking Public Works time to do this. Christy Dicker said it was not a good idea because of the liability involved. She would rather see them up sooner than not at all. Arthur Routhier agreed that liability would be an issue.

Check on picnic tables, also a "Boat Launch Only" sign.

The building at the Transfer Site is in poor condition. It is the consensus of the Board to tear it down rather than put the money into refurbishing it. Gloria Curtis stated that since it doesn't get used, it's really no use to the Town.

Water at the pump on the beach should be tested as people do use it.

Sutherland Street is in deplorable condition. the Board recommends removing what little pavement that is left, raising the roadbed and replacing culverts.

West Road ditches – check on the possibility of reshaping the ditches rather than resetting the culverts.

5. Law Enforcement – Rita Sinclair reported that the county sheriffs department has initiated the patrol in Portage. The Town will be billed on a monthly basis. The word is the deputy has been busy with speeding violators on his "visits" to Town.

NEW BUSINESS:

1. Department Policy – Tabled until further notice.

2. Request for Office Space - A letter was submitted to the Town Manager (copies in Selectpersons packet) from the Fire Department secretary requesting office space in the back room for the computer and files. there are to many people using the computer and some of the files are personnel information. The Board feels there are to many uses for that room. The secretary should check on having a password to access the files. A motion was made by Arthur Routhier to deny request. Seconded by Christy Dicker. Motion carries.

3. Cemetery Project – The Town Manager has two suggestions for the front of the cemetery. This area is, at present, being mowed with the weed whacker. The bank is steep and could be dangerous to mow with any mower. The options are loaming and planting a ground cover, such as phlox; or rip rap it with stone. Rita Sinclair asked if Christy Dicker could get a figure for both options. Rita also needs to make list of families to contact to have the head stones repaired.

4 & 5. Previously discussed.

6. Appointments for Planning Board – A motion was made by Christy Dicker to appoint Glenn Cusack and re-appoint Jan Labbe to the Planning Board. Motion seconded by Gloria Curtis. Motion carries.

SELECTPERSONS CONCERNS:

Gloria Curtis – Will be leaving 6/6 and returning 6/20. Will not be here for the 6/6 meeting, but should be back in time for the one on 6/20.

Christy Dicker – Danny's tree should be purchased and planted. Suggestion is a Mountain Ash and Arthur Routhier suggested a Siberian Crab. Gloria will call Danny to see what his preference is before making a purchase at Phil's Florist.

Paint for artesian well house. Forest green is the preferred color.

Would it be possible to get stone for road between the park in the Town Square. It may take two loads at \$175 per load.

Scholarships – Do we have any graduates this year? Rita will call the school to find out.

Arthur Routhier – The location of the igloos for recycling. Rita said if the board has no objections, they will be moved into the municipal yard. Hopefully this will discourage those who are dropping off unwanted items...

Lewis Cousins – Building permit fees for repairs. Gloria Curtis asked what was included in repairs. Lewis stated that it would be anything from replacement windows, siding, anything that would change the value of the building. Rita Sinclair added that the permit would be the only way the assessing agent would know that he needed to check on the property to adjust the value. Lewis said this would make it easier for everyone to understand what is required for permits.

Meeting adjourned at 8:30 P.M. (time 1hr. 30 min)

APPROVED: _____

Gloria Curtis

Christy Dicker

Christy Dicker

Arthur Routhier

Arthur Routhier

Signature Omitted

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
BOARD of SELECTPERSONS
AGENDA
JUNE 6, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of May 23, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Gateway Grant
2. Transfer Station
3. Appointment to Planning Board
4. Town Clerk Time

NEW BUSINESS:

1. Easement Request on East Cottage
2. Assessors Signatures/Ratio declarations
3. Veteran Exemption
4. PLA Board Meeting
5. Representative to NASWA

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
JUNE 6, 2001**

The meeting was called to order by acting Chairperson, Christy Dicker.

Present: Christy Dicker, Acting Chairperson; Arthur Routhier, Selectperson; Rita Sinclair, Town Manager; Glen and Pam Cusack, Mrs. Finley, Dave and Deb Roy, Justin Cusack, Nick Cusack, Ryan Roy, Garrett Finley and Nick Grimbel, residents of Portage Lake.

BUSINESS FROM FLOOR:

Residents attending have questions for the Board regarding the use of the Tennis Court. Ryan Roy asks why they can't use half of the Tennis Court for roller blading and skate boarding. They would like to do so after school and wouldn't interfere with anyone playing tennis. These are popular activities for them. It's safer to be in the Tennis Court as it is fenced in than to be in the street where they could get hit by a car or truck. We wear all the protective gear.

Pam Cusack stated this came about because the kids were told they couldn't use the Tennis Court for this activity and they wanted to know why.

Arthur Routhier said it would be the liability as far as the Town is concerned. I'm not sure what the Town is covered for. We need to look into the reasoning behind this. Since this (Tennis Court) was built with funds from a Federal Grant I presume that it is for Tennis Court use only. We will look into this and find out if we need special insurance or if what we have covers this.

Pam Cusack said it does keep the kids off the street. They are now using the parking lot at the store, which is more dangerous. Why wouldn't they be covered under the liability for recreational activities?

Rita Sinclair, Town Manager said that is what we need to find out.

Pam Cusack stated if the Tennis Courts were new the kids wouldn't be there. They can't really roller blade on the hot top on the street.

Christy Dicker said there is a question of the kids preventing people from playing tennis. Too bad not to be able to use schedule hours for tennis and skateboarding..

Arthur Routhier agrees. I've watched them working to clean the court.

Christy Dicker said the kids should be commended for approaching the Board. Maybe a schedule for tennis in the morning and evening and afternoon for the kids would work. Arthur Routhier said he would rather see the kids having fun than getting into trouble.

A motion was made by Arthur Routhier for facility to be used for roller blading and skate boarding if liability insurance covers it with a time schedule for Tennis Court. Motion seconded by Christy Dicker. Motion carries.

A motion was made by Christy Dicker to accept the minutes of the May 23rd meeting as written. Seconded by Arthur Routhier. Motion carries.

The Treasurers warrants were reviewed and signed by the Board of Selectpersons.

OLD BUSINESS:

1. Gateway Grant – Rita Sinclair reported that this project has been completed. The final report and request for reimbursement have been sent.
2. Transfer Station – The Town Manager reported some problems with the length of the wood brought to the burn pile. We have several tree length pieces that were left with the condition that the individual come back to cut them up. A copy of the Transfer Station Manual will be given to the attendant.
3. Appointments to Planning Board – Rita Sinclair stated there were two more residents interested in being members of the Planning Board. There are also two positions vacant. Christy Dicker makes a motion to appoint Bonnie Condon and James Holmes to the Planning Board, seconded by Arthur Routhier. Motion carries.
4. Town Clerk Time – Rita Sinclair reminded the Board that a decision had not been made for the time requested by Katherine Gagnon, Town Clerk, for time without pay from November 30 through December. It is the consensus of the Board to allow Katherine Gagnon the requested time off.

NEW BUSINESS:

1. Easement Request on East Cottage – This request is on the Wheeler property. They have a design for a septic system that would place the slope of the leach field seven feet into the Towns road right of way. A motion by Arthur Routhier to allow the easement was seconded by Christy Dicker. Motion carries.
2. Assessors Signatures/Ratio Declarations – This is signed by the Board as Assessors and sent to Maine Revenue Services to determine the allowance for the homestead exemptions.
3. Veterans Exemption – Signed by Christy Dicker

4. PLA Board Meeting – Town Manager, Rita Sinclair, gave copies of the minutes of the Portage Lake Associations meeting. The Board of Selectpersons likes the idea of knowing the Associations upcoming activities.

5. Representative to NASWA - Jim Nadeau of Eagle Lake is requesting a replacement for Dan Higgins, who was the Towns representative until his term as Selectperson expired. Since Vaughn Devoe of Public Works lives in Eagle Lake, the Board wonders if he would be interested in filling this vacancy. The Town Manager will discuss this with Vaughn.

SELECTPERSONS CONCERNS:

Arthur Routhier – None

Christy Dicker – Positives comments are being made on flags and the Town Square. We are still planning on the stone. Rita Sinclair asked if the stone would last the winter with the plowing that goes on in that area. Christy answered that if the stone is put down when the road is still wet that it will pack and shouldn't be a problem.

Rita Sinclair mentioned that the portable toilets had been removed and that she had to call about having them replaced. Arthur Routhier suggested that we ask for a contract that states the condition and the dates they are to be cleaned.

Christy Dicker asked if anything had been received on the Strickland house. If not, then Lewis should take the next step. The same steps should be taken on the remains of the Alward house.

Meeting adjourned at 8:45 PM. (Time 1 hr. 45 min.)

APPROVED:

Gloria Curtis

Christy A. Dicker

Christy Dicker

Arthur J. Routhier

Arthur Routhier

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
BOARD of SELECTPERSONS
AGENDA
JUNE 20, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of June 6, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Tennis Court/Skateboarding & Rollerblading
2. Public Works Position
3. 319 Grant
4. Rep. to NASWA
5. Hayward ROW

NEW BUSINESS:

1. CES, Inc.
2. T.M. Class June 21&22
3. Office Closed June 27-Accountant
4. Vacation for Town Manager

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
JUNE 20, 2001**

Meeting called to order by acting Chairperson, Christy Dicker, at 7 P.M.

Present: Christy Dicker and Arthur Routhier, Selectpersons; Rita Sinclair, Town Manager; Diane Ingalls and Bill Allen, residents.

BUSINESS FROM FLOOR:

Resident, Diane Ingalls, stated she has complained about the dust from the Fish Lake Road, which is even worse now that there is construction going on. Calcium is being put down on the other side of the mills out towards mile 5 gate, but nothing is being done from the mills to the West Road. Diane said they (Irving) had been putting calcium down from the intersection of the West Road out toward the gate, but stopped. Christy Dicker asked when they stopped doing this. Diane responded that it was just before the end of May. She also stated that her other gripe was the speed of the vehicles going into and coming out of the Fish Lake Road. It's rare that anyone stops at the stop sign, and it's not just the trucks, it's almost everyone. Bill Allen lost his dog last year because a drunk driver swerved into his yard and hit his dog.

Resident, Bill Allen, added that a dust monitor is needed to monitor air quality. Town Manager, Rita Sinclair, asked for suggestions on who to contact. Bill stated he wasn't sure. The Town Manager said Gloria Curtis had contacted DEP, but didn't get anywhere. Rita will call Gloria to get the names of the agents she spoke with.

Diane Ingalls said the mills claim it's not their responsibility but without the trucks they wouldn't be able to operate. Bill Allen said the dust is everywhere. It gets into your camp and your car, even when the windows are closed. Some of the trucks must be going at least 70 mph. There is no way they could stop if they had to. Diane Ingalls said the beach is there for enjoyment but the dust is so bad people will stop coming. Bill Allen said it's too bad to have fixed up the beach (planting of the buffer) and have people not be able to enjoy being there.

Suggestions were to have the deputy sheriff there at 6 A.M. and again at 3:30 P.M. Those are the hours that most of the traffic goes through. Try to get Irving to cooperate with the dust control. Bill Allen said that maybe if people were reminded that a referendum usually comes up every year and that no cooperation may mean a negative vote. Contact our Representatives, maybe they can get through to these people. These companies (it seems) just cut and move on with no regard to people and disregard to their employees. Diane Ingalls said, "It's a little thing to them, but a big thing to us."

A letter will be drafted to all land owners as well as one to the Representatives. Rita Sinclair suggested getting signatures from other people to add to the letter might have an impact. Arthur Routhier said E.J. Carrier has been building the road up. It may be that they'll pave it because they are doing a lot of work.

Motion made by Arthur Routhier to accept the minutes of June 6th meeting with corrections. Motion seconded by Christy Dicker. Motion carries.

Treasurers Warrants were reviewed and signed by the Board of Selectpersons.

OLD BUSINESS:

1. Tennis Court/Skateboarding & Rollerblading.— Town Manager, Rita Sinclair, reported that The Town would be exempt from added insurance coverage for the activities on the Tennis Court. The consensus of the board is to allow the children to use the court. Arthur Routhier suggested that a schedule be worked out, such as 10 AM to 2PM for the rollerblading and skateboarding. Christy Dicker would like to have the group come back in to discuss this.

2. Public Works Position — Candidate has a Class 2 license and is the only applicant we have at this time. Arthur Routhier stated that this may work out for the winter months for Public works. Christy Dicker requests a background check be done. Arthur Routhier stated that other than a high school student, we don't ^{have} much to choose from.

3. 319 Grant — Rita Sinclair stated that this was a grant to help individuals to plant a buffer or repair driveways to prevent erosion and runoff into the lake. The driveway projects are those of M. Clark, F. Hallett, Crooked Tree Lodge, and A. Collins. Two other projects are designated for the Town. These projects require a 40% match of monies or in kind services. Christy Dicker asked what the stipulations are for the grant monies. Rita Sinclair will find out. Arthur Routhier said it may require a civil engineer to settle this problem.

Christy Dicker made a motion that no new projects be initiated until the beach buffer is done and done right. Arthur Routhier seconded the motion. Motion carries.

Several questions were asked by the Board about the Collins septic system. Lewis Cousins, CEO, should be aware of any violations and levy fines if required.

4. Representative to NASWA — Vaughn Devoe has agreed to attend any NASWA meetings and report back to the Town Manager.

5. Hayward ROW — Rita Sinclair, Town manager, reported that she has been asked to rewrite the lease for the Right Of Way granted by Hanna and Calvin Adams to the Town of Portage Lake to Laura and Alcide Bouchard. Hanna Adams had sold her property to the Bouchards and believes the lease should be continued to them. According to MMA attorneys the deed to the Bouchards needs clarification. It may require a search to clear this up.

NEW BUSINESS:

1. CES, Inc. – Rita Sinclair reported that Dave Cyr had explained the services that CES has to offer. The Town may want to use their services on West Road or on the beach to solve the problem there.

2. Town Manager Class on June 21 & 22 – This class is for Intergovernmental Accountability and is designated for anyone in municipal government who is responsible for purchases, taxes, payroll, budgeting, etc.

3. Office Closed June 27th – Accountant – Rita Sinclair requested the office be closed in order to work with the accountant, Peter Davis, to make adjusting entries and clean up the chart of accounts.

4. Vacation for Town Manager – Request for vacation time to be taken July 5th to the 16th. This would include 5 days vacation time and 2 days of comp time.

SELECT PERSONS CONCERNS:

Arthur Routhier – Erosion on beach. Involve engineer to remedy this problem.

Christy Dicker – What caused the ruts in the Senior Park? Rita Sinclair said they were caused by the dump truck when it removed debris from a sinkhole on the property.

Christy Dicker advised not to dig any further. It would be best to fill this in as soon as possible.

Outhouses – look for grant for next year.

Recycle bins – Can they be moved before 7/1/01? Rita Sinclair replied, "Only if we do it ourselves."

Baseball Field – Dedication to Barry Soucy. Arthur Routhier said the weekend of the Pig Roast would be a good time to make the dedication.

William Ward Easement - 20,000 square feet for septic system. Rita Sinclair stated that the information has been gathered and sent to the Town's attorney to draft an easement. The extent of the work that needs to be done for this system warrants a legal and binding document.

Meeting adjourned at 9:15 P.M. (time 2 hrs. 15 min.)

APPROVED:



Gloria Curtis



Christy Dicker

Arthur Routhier

Signature Omitted

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
JULY 17, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of June 20, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. CES, Inc. Proposal
2. Ward Easement
3. Fish Lake Road/Dust & Speed
4. Backhoe Repairs

NEW BUSINESS:

1. Waiver for Public Hearing/Liquor License
2. Media Release
3. Request For Abatement

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
JULY 17, 2001**

Meeting called to order by Gloria Curtis, Chairperson at 7:00 P.M.

Present: Gloria Curtis, Chairperson; Christy Dicker, Selectperson; Rita Sinclair, Town Manager.

There was discussion on minutes of June 20th meeting regarding the Hayward Street right of way. Gloria Curtis asked what the situation was with the street. Town Manager, Rita Sinclair stated there were questions about the ownership of the 50 foot Right of Way at the end of the street. Hannah Adams had requested that a new lease be written for the Bouchards, who had purchased the property in 1997. MMA legal staff was contacted to read the deed to the Bouchards and the agreement between Ms. Adams and the Town of Portage Lake. The response from the attorney was that "the deed was not clear because language had been borrowed from a previous deed." He advised that the original owner might want to hire a title abstractor to clear the title to the property. A copy of a letter of findings by Attorney Richard Rhoda to Daniel Higgins was also part of the discussion (copy attached). Attorney Rhoda stated that a portion of the property appeared to still belong to Hannah Adams. The Town Manager stated that if the right of way had not been sold to the Bouchards, there was no need to write a new lease. Christy Dicker recommended that the Town Manager approach Hannah Adams with a purchase agreement. Gloria Curtis agreed that this may be a resolution to the problem.

A motion was made and seconded to approve the minutes as written.

The Treasurers Warrants were reviewed and signed by the Board of Selectpersons.

BUSINESS FROM FLOOR: Mr. Khambaty, a lakeside property owner and taxpayer had just joined the meeting. He had two items of business, the first being the Railroad Crossing on West Cottage Road. Rubber mats would be the solution to the problem. The mats are used in very high traffic areas and hold up very well. They should be used on both sides as well as in the middle. The Town Manager will see if she can contact someone from Bangor & Aroostook Railroad to make that suggestion.

The second item of business is in regards to the Tax billing system the Town uses. Mr. Khambaty stated he was not trying to change the whole process and methods of the Town, but would it not be more beneficial to the Town to send out two or four tax bills? First two could be estimates and the last two to correct the increase or decrease in the mil rate. Our (Gloucester's) experience has been that with one tax billing the city has to borrow therefore increasing the debt. People can plan on two halves or four quarters instead of one larger bill.

The Board and the Town Manager thanked Mr. Khambaty for his suggestions.

OLD BUSINESS:

1. CES Inc. Proposal – Rita Sinclair, Town Manager, gave copies of the proposal to the Board to review. Christy Dicker asked if this was something the Town wants to get into? Gloria Curtis said the main thing is the road needs to be kept up. Christy said it seems odd that we would spend that amount on a road that has little traffic. Both Selectpersons requested that this item be tabled until Arthur Routhier is present. So done.
2. Ward Easement – Attorney Richard Solmon has prepared a rough for the Boards approval. Mr. Ward has also read the draft and is in agreement to the conditions stipulated. The Town Manager will contact the attorney to have this completed.
3. Fish Lake Road/Dust & Speed – Rita Sinclair has sent letters to the mill and landowners to lodge another complaint, including J.D. Irving. The response was a call from Allain Ouellette to say that a phone call would have sufficed and that the road was getting chloride on it at present. The sheriff's department also stated they would have someone in the area as soon as they could free up a deputy.
4. Backhoe Repairs – The Town Manager reported that the repairs and painting was taking longer due to the rust holes found under the floor mat. Additional materials are needed to patch the holes before painting can be completed. Christy Dicker asked if the quote would remain the same? Rita Sinclair responded that it would still be in the \$3,000 range.

NEW BUSINESS:

1. Waiver for Public Hearing/Liquor License – The Board read the request submitted by Angie Burton and Rudy Boutot, owners of Deans Motor Lodge and Restaurant. the waiver is granted.
2. Media Release – Town Manager, Rita Sinclair reported to the board that numerous telephone call had been received in the past few weeks questioning rumors that the lake was closed to fishing and swimming due to mercury contamination. Deans and Lakeside Performance has also reported receiving calls to the same effect. A resident had stopped by the office questioning the same and said she had heard this in Bangor. At this point television and radio were contacted to help clear up this rumor. The Star Herald was also informed that this was a vicious rumor.
3. Request For Abatement – Rick Huberdault of Dover Foxcroft, property owner on the lake, has written to request an abatement on taxes. He states that he is being taxed for 30 feet of water frontage when he only has 15 feet. The Board suggested having Randy Tarr, Assessing Agent for Portage Lake, come in to clarify the map and Rick Huberdault's assessment.

SELECT PERSONS CONCERNS:

Christy Dicker – Collins camp. The CEO was told that the tenants were leaving and it wouldn't be rented again until the septic was repaired.

Portage Hills Country Club – has there been any more information regarding the taxes? The Town Manager stated she hasn't heard on the matter again.

Specs for Septic Grant – Kathy Hoppe would be able to get this information. Collins' knew what would happen if they added the camp to the septic system without adding more chambers. They should have to be more responsible for the situation.

The ditch by the trees in the Town Square needs to be weed whacked. Can Zenon take care of this?

East Cottage has washouts by the Labbe and Schaeffer property. It's washing out under the pavement on East.

When will winter sand bids go out? The Town Manager will see to this and also check on NMDC's cooperative purchase for salt.

A price was received from Johnny Beaulier on the Honor Roll. It should go into next years budget. He can update it at any time and his work is good. total price was \$1,865, but he will do it for \$1,400.

Gloria Curtis – Strickland has a plan but is still waiting for estimates to remove the building.

How is Vaughn coming on his "To do list"? The Town Manager reported that there are things that won't get done until the backhoe is back in working order. They are still staying busy.

How is Zenon working out? There haven't been any problems thus far to the Town Managers knowledge.

Mr. Khambaty had questions about the overlay account. He wondered if it were carried over to use for abatements. The Town Manager stated the Town of Portage Lake has a specific account for abatements and discounts.

Meeting adjourned at 8:30 (time 1 hr. 30 min.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
AUGUST 8, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of July 17, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. CES Inc. Proposal
2. Right Of Way Lease
4. Backhoe Repairs
5. Liquor License
6. Personal Property Appraisal
7. Municipalities & Forest Fire Costs
8. Beach Well Water Test

NEW BUSINESS:

1. Urban - Rural Initiative Program (URIP)
2. Contract For Dispatching Services
3. Mil Rate for 2001

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
AUGUST 8, 2001**

Meeting called to order by Gloria Curtis, Chairperson, at 7 P.M.

Present: Gloria Curtis, Chairperson; Arthur Routhier, Christy Dicker, Selectpersons; Rita Sinclair, Town Manager.

A motion was made by Christy Dicker and seconded by Arthur Routhier to approve the minutes of July 17 meeting.

The Treasurers Warrants were reviewed and signed by the Board of Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. CES Inc. Proposal – Arthur Routhier stated he has read the proposal from CES Inc., and believes that it would be to the Town's advantage to accept the proposal. It would be a savings to the Town since some of the work will be done by Vaughn Devoe of our Public Works Department. Town Manager, Rita Sinclair, reminded the Board that the figures in the proposal include an overview on West Road. Arthur Routhier made a motion to accept the proposal from CES Inc. Christy Dicker seconded the motion. Motion carries.

2. Right-of-Way Lease – Town Manager, Rita Sinclair, reported to the Board that no new information has developed on the Right of Way on Hayward Street. The Board suggests writing to Hannah Adams again expressing the Town's interest in purchasing the Right of Way and including the stipulation of not extending Hayward Street.

3. Backhoe Repairs – Rita Sinclair reported the backhoe repairs and painting were completed and the cost remained at \$3,000. Christy Dicker commented on how good the backhoe looks.

4. Liquor License – The Board of Selectpersons signed the liquor license for Deans Motor Lodge.

5. Personal Property Appraisal – Ray Gannon has completed his appraisal of businesses in Portage Lake. His report was given to the Board to review. It was noted that one business has had no changes and therefore the Town was not charged for this. Also, there were several other accounts that were picked up in the process of evaluating local businesses.

6. Municipalities & Forest Fires – Town Manager gave the Board of Selectpersons information regarding the Towns responsibility should there be a forest fire within the boundaries of the Town. Gloria Curtis asked what $\frac{1}{4}$ of 1% was for Portage Lake. Rita Sinclair responded that it would be $\frac{1}{4}$ of 1 % of the Towns state valuation, which would be about \$75,000. That's more than what has been authorized by the Town for emergency purposes. Gloria Curtis suggested that this be brought up at the next Town Meeting so that people are made aware of the cost associated with this type of emergency and appropriate money accordingly.

7. Beach Well Water Test – The Town Manager reported that the well at the beach had been treated twice with chlorine and the test was still "not suitable for drinking." Gloria Curtis suggested that the well be shut down for now. "I don't feel it should be discontinued," said Gloria. It was recommended that the Town Manager contact Department of Human Services, Health and Engineering to ask what can be done. Arthur Routhier made a motion to close the well for now. Christy Dicker seconded the motion. Motion carries.

NEW BUSINESS:

1. Urban – Rural Initiative Program (URIP) – Forms from MDOT were received and require Selectpersons signatures before money for Local Road Assistance will be sent to the Town. So done.

2. Contract For Dispatching Services – The Fire Department received a contract from the State Police for dispatching services. E911 will not cover the cost of dispatching for emergency services in Aroostook County. Therefore contracts are necessary to continue services. The fees are minimal and are paid on a yearly basis. Dave Bolstridge, Fire Chief has signed for the department and Selectpersons signatures are needed for the Town. Gloria Curtis stated that there isn't much choice in this matter, if we want services we have to sign. The Selectpersons sign the contract.

3. Mil Rate For 2001 – The Town Manager has calculated 3 mil rates (15.60, 15.70, and 15.80) for the Board to select the rate for the current year. Each of the rates is an increase over last years rate of \$13.60 per thousand due to the increase in the school assessment and County Tax. No request for money from unencumbered surplus to ease the tax burden was made at Town Meeting this year. This was a recommendation made by the Town's accountant, Peter Davis. Christy Dicker asked Town Manager, Rita Sinclair, which rate she preferred. The rate of 15.80 is most appealing from an operating standpoint, but the rate of 15.70 is doable, replied the Town Manager. Arthur Routhier made a motion to set the mil rate at \$15.70. Christy Dicker seconded the motion. Motion carries.

SELECTPERSONS CONCERNS:

Gloria Curtis – Don Everett wants to be on the agenda for the August 22 meeting. He wants to discuss the docks at the seaplane base.

The playground buffer is weeded. Amy Collins, Diane Ingalls, and myself (Gloria Curtis) adopted the playground bed. The beach still isn't finished. The Portage Lake Association stated in their newsletter that they would be meeting at 6 P.M. on Tuesday evening to do some weeding at the beach. There wasn't one there from the PLA to direct people who did show up to weed. The weeds can be hauled away or composted. Gloria stated she needed to know the size of the area to set up a suitable compost area. She spoke with Jay Kamm on this and he requested that information.

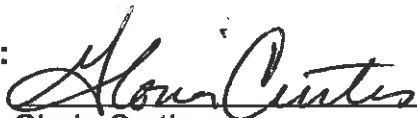
Arthur Routhier – What is the progress on the Strickland house? Rita Sinclair reported that Dan Higgins had been contracted to remove the house.

Rita Sinclair – The railroad crossing on West Road has been the source of many complaints. Although the money was designated for the crossing on East Cottage Road, it's obvious that Bangor & Aroostook will not be working on that project either. Is it possible to go to the residents to use that money for another project? The Board suggested contacting the project manager on the crossing on East Cottage to find out if anything is going to be done.

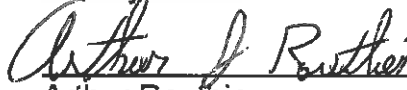
Christy Dicker – None

Adjourned at 9 P.M. (Time 2 hrs.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
AUGUST 22, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of August 8, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Tennis Court/Skateboarding & Rollerblading
2. Beach Well Water Test
3. Public Works List
4. West Road Railroad Crossing

NEW BUSINESS:

1. Seaplane Base Dock
2. Cooperative Salt Bid
3. Fire Department Accounts

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
AUGUST 22, 2001**

The meeting was called to order by Gloria Curtis, Chairperson, at 7 P.M.

Present: Gloria Curtis, Chairperson; Christy Dicker and Arthur Routhier, Selectpersons; and Rita Sinclair, Town Manager. Public present: Don and Sharon Everett, Pam, Glenn, Justin and Nicholas Cusack, Bruce and Garrett Finlay, James Collins and Ryan Roy.

Gloria Curtis, Chairperson, set aside the minutes and Treasurers Warrants until later in the meeting to discuss item #1 under NEW BUSINESS – Seaplane Base Docks:

The Board of Selectpersons along with Don and Sharon Everett had been to the Seaplane Base prior to the meeting to view the old docks and the problems at that site with debris from the sawmill that was located there several years ago. The shallow water has exposed beams with spikes and large pieces of cement. Gloria Curtis stated that DEP needs to be called to request a permit allowing the Town to remove the debris and make that area ready to put in aluminum docks. There may be grant monies available to do this. Sharon Everett suggested checking with aviation for possible grants. Don Everett volunteered to talk to Darrell Soucy at Lakeside Performance for quotes on docks.

Due to the number of school children present to discuss skateboarding and roller blading on the tennis courts, the Board skipped to item #1 under OLD BUSINESS -
Tennis Court/Skateboarding & Rollerblading -

The Board of Selectpersons had requested the group of boys be present to discuss the hours that they would choose to use the court for their activities. They decided that after school from 3 PM to 5 PM and Saturday and Sunday, 10 –12 AM and 3 – 5 PM. Bruce Finlay uses the Tennis Court with his family and they usually play early or later in the day than the times the children chose. Pam Cusack asked about a place after the courts are redone. Rita Sinclair stated that should be an Article on the Warrant for the next Town Meeting to have money appropriated for a skate park. There may be grants available as well and this area should be investigated.

Justin Cusack asked, "Why couldn't the court be paved and have sand put on it for volleyball?" Gloria Curtis replied that Federal Grant money paid to have the courts built and there are limitations on what we can do with them.

Pam Cusack reported that the Portage Lake Baseball Team had won the championship, thanks to the ball field. Pam also reported that next years teams will be mixed and that there will be no coaches from Portage Lake.

The boys thanked the Board and left the meeting.

BUSINESS FROM FLOOR:

Christy Dicker stepped down from her Selectperson's position to express concerns as a citizen. In reference to the letter that Gloria Curtis submitted to the Star Herald, Christy stated that it was a good letter and well written, but as a citizen, I feel like a child being shamed.

Gloria Curtis replied that it was written from her point of view that those people who do things know their work is appreciated and they have pride in the Town. Gloria stated that she was trying to point out that those that don't do anything have no pride. She has talked to many people who have worked on projects and they felt the letter was a good idea. It wasn't meant to insult anyone.

Christy Dicker stated that it makes it seem that if you didn't work on the beach project, you don't have any pride. Continuing as Selectperson, Christy said that by signing the letter with her title as Chairperson made it look as though the letter was written as a Board rather than a citizen of the Town. Gloria said it was not intended to appear as a Board action and that she would clarify that through the paper.

OLD BUSINESS:

1. Tennis Courts - Previously covered.

2. Beach Well Water Test – the Town Manager reported that she had spoken with Dept. of Human Services Health & Engineering and the coliform and iron content of the water could be coming from the pump. The dust in the air and the rust on the pump could be the problem. If the pump is in the open, it will more than likely test bad. A suggestion was to go with a faucet, as the State has had to do at their facilities. There may be grant money available for this project. If so, it would be worth the effort to check it out.

3. Public Works List – A copy of the Vaughn Devoe's "to do" list was given to the Board to review. Many projects have been completed along with "others" that have come up as the summer has progressed. The Board suggests pricing the plastic culverts and inquiring about the durability and life expectancy. The Sutherland Street project is at a standstill until the dry hydrants are completed. The deadline is August 31st. Christy Dicker remarked that it looks like they've done a good job.

4. West Road Railroad Crossing – Gloria Curtis said it is much better now that B & A has filled the rails in. Rita Sinclair said the credit goes to Mr. and Mrs. Newcomb Stevens for their persistence with B & A, MDOT, and our Representatives.

NEW BUSINESS:

1. Seaplane Base Docks – Previously covered.

2. Fire Dept Accounts – Key Bank had contacted the Town Manager with the information that the account would earn more in a Money Market account than in the CD at this time. The paperwork has been done and signed by the Town Manager and Gloria

Curtis for this to transpire. This can be changed at any time without penalty if the Board so desires. Christy Dicker offered to get information from Norstate Federal Credit Union on their rates. She will also check on the other accounts the Town has with Norstate.

Minutes were approved and Treasurers warrants were reviewed and signed by the Board of selectpersons.

SELECTPERSONS CONCERNS:

Christy Dicker – Lewis Cousins wages now that he is certified are \$16.82 per hour. Did we budget for that amount? The Town Manager believes that it was not calculated at that rate but it may be work out as the budget took shared expenses into account.

Posts for "Welcome" signs need to be painted. Christmas Brackets need to be redone. Vaughn may have some thoughts on this.

Gloria Curtis – Pond at campground needs something done to it. The Town Manager stated that when called last year the Richard Skinner from the Bureau of Parks and Recreation said the only thing we could do would be to add 2" stone to decrease the depth of the pond.

Arthur Routhier – Campground disarray. Are all the campers rented to others? How long can they stay there? There's an old refrigerator outside one of the trailers that should be removed.

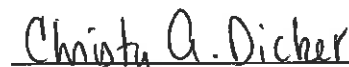
Christy Dicker asked how they empty the tanks and where. The Town Manager responded that they leave the park and dump in Eagle Lake. Fern Wilson's unit has a portable tank on it that can be removed to take to a dumping station.

Rita Sinclair updated the Board on CEO activities with 2 Stop Work Orders being issued, one on the Bouchards new project and one on The Orvice project. The Orvice project may have been a misunderstanding or miscommunication between the office and the property owner.

Meeting adjourned at 9:15 PM. (time 2 hrs. 15 min.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
SEPTEMBER 12, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of August 22, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Winter Sand Bids
2. CES West Cottage Road Evaluation
3. Seaplane Base Docks
4. E911 Status
5. Farmall & Bushhog-Offer \$1,500

NEW BUSINESS:

1. Request For Playground Equipment
2. MMA Convention
3. Office Closed Thursday Sept 13, AM
4. Transfer Station Report
5. Abatements on 2001 Taxes
6. Executive Session - Personnel Matter

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
SEPTEMBER 12, 2001**

The meeting was called to order by chairperson, Gloria Curtis.

Present: Gloria Curtis, Chairperson; Christy Dicker, Arthur Routhier, Selectpersons; and Rita Sinclair, Town Manager.

A motion was made by Christy Dicker and seconded by Arthur Routhier to approve the minutes of the August 22 meeting. Motion carries.

The Treasurers Warrants were reviewed and approved by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Winter Sand – One bid was received for Winter Sand. Arthur Routhier made a motion to accept the bid from Portage Construction. Gloria Curtis seconded the motion. Christy Dicker abstained. Motion carries.
2. CES West Cottage Road Evaluation – Rita Sinclair, Town Manager, provided the Board of Selectpersons with copies of the report from Dave Cyr of CES on West Cottage Road. The Board commented on the information in the report and the thoroughness of it.
3. Seaplane Base – The board reviewed a quote from Lakeside Performance on a dock for the Seaplane base. Christy Dicker commented that it was too bad we didn't have money set aside to purchase now, as it would be a good savings. Gloria Curtis agreed that it would be a good buy, but it would require a Special Town Meeting to approve the money. Rita Sinclair stated that there may be grant money available for this purchase and that she would try to find something that might help purchase the dock.
4. E911 – The Town Manager, Rita Sinclair, reported that more information had been requested on some numbering on East and West Cottage Roads. Through discussion the Board responded to the request with the odd numbering on East and the Town Manager had a call to Marilyn Ashby Warner to ask about the number of telephones in the buildings on her property. This should resolve the problems and finalize the numbering for the maps.
5. Farmall & Bush hog – Offer \$1,500 – The Town Manager reported that the Town has an offer of \$1,500 for the Farmall tractor and the bushhog. The Board felt that in all fairness to the community, this should go out to bid. An ad will be placed in the Star Herald with a minimum bid request of \$1,500.

NEW BUSINESS:

1. Request For Playground Equipment – Danny Vaillancourt has requested a carousel for the playground. The Board suggested contacting another Town to locate a company that sells carousels and getting some prices on them. There may be money left in the Recreation Account to purchase one for the playground. Arthur Routhier suggested checking on grants for playground equipment.

2. MMA Convention – Rita Sinclair provided information to the Board about the MMA convention. It is a three day convention, but Wednesday and Thursday would be the days that the office staff would benefit the most from the workshops. The Board agreed to closing the office in order for the staff to attend convention in Augusta.

3. Office Closed Thursday Sept 13, AM – The Town Manager reported that a meeting of NASWP followed by a Public Hearing on the Northern Aroostook Well and Septic Project was scheduled for 9 AM and Town Clerk, Kathy Gagnon, has a dentist appointment. The Board agreed to closing the office until 12 Noon on Thursday morning.

4. Transfer Station Report – A report from Lou Pizzoutti on the Transfer Station was positive. No work, other than the normal clean up, needs to be done at the Transfer Station this year.

5. Abatements on 2001 Taxes – The Town Manager reported that an abatement to Norman St. Peter needs to be done since a shed was removed from his property prior to April 1st. The Board signed the abatement.

6. Executive Session – Personnel Matter – Tabled until further notice.

SELECTPERSONS CONCERNS:

Arthur Routhier – When will the paving be done on East where the pavement was removed? The Town Manager is hoping that Lane will do this when the Tennis courts are paved.

What is the status on the Strickland house? The Town Manager replied that Dan Higgins had been contracted to remove the building and a family member was interfering with the progress on removal.

Christy Dicker - Questions from Mr. Khambaty on renegotiating the TIF with Maine Woods LLC. Gloria Curtis responded that it had been signed and is a legal and binding contract.

Gloria Curtis – CEO permits are raising questions from local folks. Gloria stated that people are not used to someone going by the book. The Board realizes that this is what we need to be in compliance with Portage Lakes Comprehensive Plan. Everyone gets the same application and advice as everyone else.

Meeting Adjourned at 9 P.M. (Time 2 hours)

APPROVED:



Gloria Curtis



Christy Dicker



Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
SEPTEMBER 26, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of September 12, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Bid on Farmall & Bushhog
2. Tennis Court Paving Project
3. Bid for DEP Sewer Project
4. Sutherland Street Update
5. Executive Session/Personnel Matter

NEW BUSINESS:

1. Selectpersons Meetings/Last Quarter
2. Storage Area on West Road
3. NASWA Meeting
4. Restraining Order

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
SEPTEMBER 26, 2001**

The meeting was called to order by Chairperson, Gloria Curtis.

Present: Gloria Curtis, Chairperson; Arthur Routhier, Christy Dicker, Selectpersons; Rita Sinclair, Town Manager; Lou Sandy Boutot, resident; Dave Bolstridge, Fire Chief; Wayne Gagnon, Perry Charette, Firemen.

A motion was made Christy Dicker and seconded by Arthur Routhier to accept the minutes of the September 12 meeting. Motion carries.

The Treasurers Warrants were reviewed and approved by the Selectpersons.

BUSINESS FROM FLOOR:

Fire Chief, Dave Bolstridge waived the Executive Session and approached the Board of Selectpersons to request an increase in salary from \$950 to \$1,500 due to the increase in the responsibility placed on a Fire Chief. There is money in the budget to cover this increase. Arthur Routhier made a motion to raise the salary of the Fire Chief to \$1,500. Seconded by Christy Dicker. Motion carries.

Lou Sandy Boutot resident of the Town of Portage Lake wanted to make the Board of Selectpersons and the Town Manager aware of money left to MSAD #32 by Barbara T. King. She stated that Phillip Parent was Mrs. King's attorney and that she was chosen to be the Personal Representative of Mrs. King's estate. On August 24, 2000 Mrs. King passed away. Prior to her passing, Mrs. King funded a trust with a \$5,000 gift to be used for scholarships. The requirements for a scholarship were that a C, or better average, and enrolling in an institute of advanced learning. Mrs. Boutot has asked for reports on the scholarship money.

The beneficiary changed on the life insurance to MSAD #32. In February of 2001 the school district received another \$13,000. Roland Caron asked Mrs. Boutot to administer the scholarships and if there wasn't enough money available if a check could be written for the difference. Mrs. Boutot agreed to this.

Herman Belanger was hired as CPA for the estate. The state filings came back as exempt. Federal filing required a different form. That was a 5013C and there was a \$500 filing fee. Mrs. King had requested that a committee be formed consisting of the superintendent, the high school principal, a guidance counselor and a teacher. A committee was never set up. Mrs. Boutot stated that Roland Caron hired the school lawyers to duplicate the work that had already been done by the bank.

Roland Caron was contacted to invite Merrill Bank and other firms to check on investing over \$950,000. Mrs. Boutot reported that she had contacted the chair of the school board to notify them that they were jeopardizing the money that was left to the school. The information requested has not been delivered to Mrs. Boutot.

She stated that on September 12 a letter was sent to Roland Caron stating that if the information requested is not received that MSAD #32 will be asked to resign as trustees. Attorney, Philip Parent, has said that October 1, 2001 was the deadline and they should wait until then. Mrs. Boutot said that a check was written on the 19th, papers signed on the 20th and mailed on the 21st. According to Attorney Parent everything seems to be fine. Mrs. Boutot said she has still not received the requested reports, although she received a call that the papers had been received. A meeting was to be set up with the Board of Directors. At this time, members for committee have not been named. Mrs. Boutot stated that she doesn't know what happened, but she is unable to work with Roland Caron.

Gloria Curtis asked Mrs. Boutot if it were still possible to revoke the Trustee if the requested reports are not received. Mrs. Boutot replied that she believed it could. She also stated that she thought maybe the reason that Roland Caron was not working with them was because the money was not put in a separate account. An audit was done and that was not the case.

Arthur Routhier asked if this goes to probate then can they appoint a trustee? Mrs. Boutot replied yes. Have any of the scholarships been received? Mrs. Boutot said that Andrea Millett had received a \$1,000 scholarship.

Christy Dicker stated she wanted the Board to be aware of what was happening. Rita Sinclair stated we are never informed of the happenings of the School District. Also, why were school funds used to pay \$500 for the 5013C for Federal filings? Mrs. Boutot replied that Roland Caron had no contact with Attorney Parent due to a conflict of interest. She also said if the Board had questions to please call.

Gloria Curtis asked why Ashland is looking into pulling out of the district? Mrs. Boutot stated all she has is hearsay.

The Board thanked Lou Sandy Boutot for coming and for making them aware of the situation. The Board has concerns as to what is going on with the School Board and the District. They asked the Town Manager to request copies of the School Board minutes.

Perry Charette has questions of the Board of Selectpersons. He asked each member, "How long have you known me?" Also, "Do you have a problem with me?" Each member responded, "No." Mr. Charette stated that he has a problem with a story that has been spread about an incident with the Fort Kent ambulance. He said the source came from the municipal office. He also said that Rita Sinclair, Town Manager has told him when she saw the governor's pardon that she hadn't heard of that, but she had heard of an incident relating to an adventure with an ambulance in Fort Kent. Mr. Charette also said that the Town Manager's source was Christy Dicker. Town Manager, Rita Sinclair, replied that Perry Charette was mistaken and that she had told him she couldn't recall who had told her of the incident. Christy Dicker remarked that Perry had better get his facts straight before he makes accusations. Perry Charette then apologized for any misunderstanding and left the meeting.

OLD BUSINESS:

1. Bid on Farmall & Bushhog – One bid was received for the tractor and bush hog. the bid was for \$1,540 from Darcy Labbe of Eagle Lake. Rita Sinclair will notify Mr. Labbe of his successful bid.
2. Tennis Court Paving Project – Rita Sinclair, Town Manager reported that the paving project was completed, but she was not totally satisfied with the results. There are two seams, one on either side of the net. Lane Construction said the only way there would be no seams is if the court was open on all sides.
3. Bid for DEP Sewer Project – Langill construction increased their bid by \$1,000 because their initial bid was based on plastic chambers rather than cement.
4. Sutherland Street Update – The Town Manager reported there has been numerous telephone calls questioning the work scheduled for Sutherland Street. Gloria Curtis also commented on the questions from property owners on Sutherland Street were stirred up by others.
5. Executive Session/Personnel Matter – previously covered.

NEW BUSINESS:

1. Selectpersons Meetings/Last Quarter – The Town Manager asked for the Boards input on the schedule of meetings due to the Holidays. Board members remained flexible for meetings and dates selected are October 17 and 31, November 14 and 28, and December 12, with no recommendation for a second meeting.
2. Storage Area on West Road – A request for creating a storage area for ditching material has been made by Vaughn Devoe of Public Works. It would be more convenient to store the materials removed in ditching for a later use rather than hauling it away or giving it away. The Board agrees to a storage area on Town owned property.
3. NASWA Meeting – A meeting is being held to decide whether to loan money to Rick Saucier to repair or replace his truck that was damaged in an accident at the Eagle Lake site. Arthur Routhier asked about fees for Nashville to use our transfer Station. Rita Sinclair asked Christy Dicker about the Portage Construction site. Christy stated that they were waiting on the paperwork.
4. Restraining Order – Rita Sinclair, Town Manager, reported that she had contacted MMA Legal services to inquire about the procedure for a restraining order. The Town would have to go to court to file a complaint. Christy Dicker suggested documenting the incidents for the present.

SELECT PERSONS CONCERNS:

Arthur Routhier – Erosion on beach.

Christy Dicker – Light at side of building stays on all the time. The sensor may be bad.

Gloria Curtis – Burn spot in the buffer at the beach.


Rita Sinclair – Abatements for two residents. Dan Higgins was due to an overpayment on Personal Property Taxes. He had registered the grader that was also included in his Personal Property Tax bill. Abatement granted with interest.

Marilyn Casey had requested abatement based on an appraisal that was done on her property. This appraisal had been faxed to Randy Tarr, Assessing Agent for the Town of Portage Lake. He reviewed it and made recommendations not to grant abatement. Maine Revenue Services had also been contacted for recommendations. The recommendations from them were in agreement with the Town's assessor. The Board of Assessors denied the abatement.

Meeting adjourned at 9:15 P.M. (Time 2hrs. 15 min.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
OCTOBER 17, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of September 26, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Municipal Building Roof
2. Sutherland Street
3. FEMA Money - West Road
4. Nashville Plantation Transfer Fees

NEW BUSINESS:

1. CEO Update
2. Asbestos Shingles in Your Community
3. Verizon Pole Permit
4. NASWA Meeting
5. Assessors Signatures for County Tax & 801 Form
6. Tree Tipping Town Lot

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
OCTOBER 17, 2001**

The Board meeting was called to order by Gloria Curtis, Chairperson, at 7 P.M.

Present: Gloria Curtis, Chairperson; Arthur Routhier and Christy Dicker, Selectpersons; Rita Sinclair, Town Manager, and Lewis Cousins, CEO. Also present were Robert Nelson, Joanne Nelson of Modern Roofing and Siding, and resident, Paul Nason.

A motion was made by Christy Dicker to accept the minutes of the September 26th meeting with corrections. Motion seconded by Arthur Routhier. Motion carries.

The Treasurers Warrants were reviewed and approved by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Municipal Building Roof – Bob Nelson of Modern Roofing and Siding stated he was contracted to put a roof on in workmanship like manner. He claimed when he was first notified of the roof leaking in the valleys, he thought he may have used too narrow metal in the valleys with V upside in center. The roof was guaranteed not to leak but not for a lifetime. The year the roof was put on Paul Nason was the Public Works employee. Paul had suggested having the Fire Department hose it down to get the snow off the roof. They were concerned with the weight on the roof. The Fire Department refused to hose off the roof as it would create a weight increase. Mr. Nelson stated he had spoken out of turn when he made the statement to the Town Manager that it was extremely cold weather and he possibly had used too narrow metal in the valleys. Research shows that the material was adequate. Mr. Nelson said he would be more than happy to have Otis come in the morning and seal the valley on the front side of the building and that would release him of his responsibility. Joanne Nelson stated that the only way to solve this problem is to put rubber roofing under the metal. Mr. Nelson thinks ice and water shield would work. Joanne thinks the rubber roofing would be better because it is wider.

Christy Dicker asked for a ballpark figure for the rubber roofing. Mr. Nelson stated that it could run \$600 to \$800 and that Modern Roofing would go half.

Gloria Curtis asked if she called Mr. Nelson to fix her roof, wouldn't he put ice and water shield on it first? Mr. Nelson replied, "No, we wouldn't unless we were replacing the whole roof. That's not common practice." He stated he never gave a thought to the valleys. "The law requires us to put a roof on under common practice." He also stated that the rain is not a problem, it's the snow and ice. "The roof doesn't leak when it rains." Rita Sinclair, Town Manager, stated that it does leak when it rains, but not when it only rains for part of a day.

Mr. Nelson stated that the roof could be done for \$700 with the company going half. Rubber roofing or ice and water shield, whichever the company feels is best. We want it in writing that it's our discretion to decide which to use. We'll guarantee the roof against rain but not against snow and ice. Joanne Nelson suggested the insulation should be checked in the attic to eliminate heat loss. Another thing that can be done on the roof is insulation.

Mr. Nelson stated that the figure with foam insulation would be \$800. The Town pays half and I'll take care of half.

Christy Dicker made a motion to accept Mr. Nelsons price of \$800 to repair the roof with ice and water shield (or rubber roofing), foam insulation, and replace the damaged metal with the Town paying half. Arthur Routhier seconded the motion. Motion carries.

2. Sutherland Street – The town manager reported that the progress on Sutherland Street was ongoing. The cross culverts are being replaced and Lane Construction will be paving on Friday, weather permitting. She also explained she had discussed and easement with Greg Cyr for the area by the fire hydrant to allow easier access to the hydrant and for the plow truck to turn around without using a private driveway. Greg has requested that his taxes be reduced by the value of half an acre and that a right of way be made a part of this easement.

3 FEMA Money-West Road – Town Manager, Rita Sinclair reported that as soon as the area by the boat landing is paved, the final payment from FEMA will be requested.

4. Nashville Plantation Transfer Fees – Sue Beaulier had called to inform the Town Manager that Nashville was not renewing their contract with NASWA. They will be paying a fee of \$10,000 for one year and if Irving is willing to recycle then a reduced rate may be available to them next year. Christy Dicker asked if David Chasse had to pay a fee or if those fees were paid by the Towns membership. The Town Manager believes he has a fee to pay in order to keep track of tonnage. A call to NASWA should clarify that.

NEW BUSINESS:

1. CEO Update – Lewis Cousins mentioned the letter from Randy Tarr regarding permits for roofing and siding. Mr. Nelson stated the value of the house doesn't change but taxes go up. His taxes were \$365 now they are higher. Rita Sinclair asked what the mil rate was before the taxes went up and what it was when the taxes increased. Mr. Nelson asked why are things interpreted differently in Ashland and Portage?

Arthur Routhier stated that several people in Town had complained about the \$10 fee for a permit. Where does this money go? Gloria Curtis said it goes into the general fund. Arthur asked why this fee couldn't be reimbursed or rebated to get \$10 off their taxes. Gloria Curtis said she would like to see people come in and discuss this.

Mr. Nelson said Arthur just answered a question. There never was a problem until this year. Presque Isle just did a job and didn't have to have a permit. Joanne said

\$10 isn't much, but what about old people living on a limited income having to go through that hassle.

Paul Nason asked if putting a roof on is a repair or alteration. Lewis Cousins answered that it is an alteration. Anything more than 25% is an alteration and up to 25% is a repair. All info from State Planning Office states that if we treat everyone the same in the Town then it stands in court.

Mr. Nelson asked of Gloria Curtis, "Where in there (Zoning Ordinance) is there one sentence where it says roofing?" Gloria replied that it doesn't say that; it says, "Alterations."

CEO cont'd – Lewis Cousins reported that the Strickland house is done. There has been no response from Mr. Alward on his property. Lewis also reported that the day is coming when solid waste facilities will be asking the hauler to prove where the demolition debris comes from. Mr. Nelson remarked that recently a hauler took demolition to the wrong solid waste site. Lewis stated that Bob Ouellette, CEO for several other towns requires building permits for roofing and siding. The difference is that he has the cooperation of the residents in those towns.

2. Asbestos Shingles in Your Community – Rita Sinclair shared a letter she received from John Robbins, Jr., Town Manager of Richmond, Maine. His letter and enclosed information related to asbestos shingles, siding etc., and the fact that a homeowner can no longer remove the materials and have them disposed of by a licensed abatement contractor. According to 38 M.R.S.A. Title 38 Section 1271 to 1284 (Maine Statute) and Chapter 425, Asbestos Management Regulations (DEP regulation), DEP has to be notified 10 days prior to demolition and all requirements concerning this demolition meet DEP regulations. This letter was sent to make other Towns aware of the permits required by Maine law.

3. Verizon Pole Permit – The Town Manager received a request for a pole permit from Verizon. This is to remove a pole on Sutherland Street and install one in another location on that same street. The Board signed the permit.

4. NASWA Meeting – Town Manager, Rita Sinclair reported she had attended a meeting of the NASWA Board. Rick Saucier had requested a loan to purchase another vehicle to haul materials from the Towns that are members of NASWA. Mr Saucier is having difficulty repairing his vehicle and needs a vehicle to continue his business. Jim Nadeau stated the money is there and if the loan is agreed to at this time, it could be transferred to the Town of Eagle Lake when their Economic Development loan money comes in. The Board agreed to the loan to Mr. Saucier for the purchase of a new truck. If this vehicle is not a purchase Mr. Saucier wants to make, then he will request a smaller amount of money in order to complete the repairs on his present truck.

5. Assessors Signatures for County Tax and 801 Form – The Board signed the necessary paperwork for the payment of the County Tax and for completion of the 801 Form for the BETR Program.

6. Tree Tipping Town Lot – Rita Sinclair had received a request from Barbara Baker of St. Anne's in Ashland to tip trees on Town owned property for wreaths. There are elderly people who cannot walk through the woods to gather the tips. The board sees no problem with tipping and suggests that Leo Cormier may be willing to help with this project.

SELECT PERSONS CONCERNS:

Arthur Routhier – None


Christy Dicker – Lights on the outside of the Municipal Building stay on. Please call the electrician to check on this.

Gloria Curtis – Gary Chance would like to be on the next agenda.

Meeting adjourned at 9 P.M. (Time 2 hrs.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
OCTOBER 31, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of October 17, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Municipal Building Roof
2. Cross Culverts
3. Building Permits

NEW BUSINESS:

1. Portage Construction Co, Inc Transfer Fees
2. Health Center in Portage
3. Safety Works Audit

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
OCTOBER 31, 2001**

Gloria Curtis, Chairperson, called the meeting to order at 7 P.M.

Present: Gloria Curtis, Chairperson; Christy Dicker and Arthur Routhier, Selectpersons; and Rita Sinclair, Town Manager.

Christy Dicker made a motion to accept the minutes of the October 17th meeting with corrections. Arthur Routhier seconded the motion. Motion carries.

The Treasurers Warrants were reviewed and approved by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Municipal Building Roof – The roof was repaired on October 19th. A statement for \$400 has been received and paid. Town Manager, Rita Sinclair is hopeful that this will solve the problem.
2. Cross Culverts – The Town Manager reported that the cross culverts on Sutherland Street have been set. The drainage should be more efficient than in the past. If the weather holds, ditching will be completed next week.
3. Building Permits – CEO, Lewis Cousins is contemplating eliminating the permits for roofing and siding. It is the one area that he is receiving negative feedback from residents. Gloria Curtis feels the people that have paid for those permits should get their money refunded. Rita Sinclair, Town Manager, suggests using permit fees to defray the cost associated with the CEO account in the upcoming year.

NEW BUSINESS:

1. Portage Construction Co. Inc. Transfer Fees – Town Manager, Rita Sinclair asked if fees had been set for the Transfer Station. The Portage Lake Transfer Station attendant had asked what the cost would be to have the wood and brush hauled to the Portage Construction site rather than spend a day burning the pile. Christy Dicker said it would be between \$25 and \$50, more if they are to pick it up. If the time involved to load the wood and brush are added to this it would be more expensive than burning the pile. The Town Manager asked if they could take a very large stump that would take more than a day to burn. Christy Dicker stated they would take the stump.
2. Health Center in Portage – The Town Manager reported that Jim Nadeau had called and asked if the Town would be interested in having a facility in Portage Lake. They

have a new doctor and would like to expand their practice. In the past they have had to turn Portage residents away due to a shortage in staff, but now that they have hired another physician they are able to take on more clients. The Board of Selectpersons need more information before a decision can be made. Jim Nadeau is supposed to get back to the Town Manager with more details.

3. Safety Works Audit – The Town Manager reported that the audit had been done today for the building including the fire department and public works department. As soon as the report is completed the Town will receive a copy.

SELECTPERSONS CONCERNS:

Arthur Routhier – None

Christy Dicker – Spare driver for the winter months. The Town Manager said Dan Higgins and Brad St. Peter have expressed interest in the position.


Gloria Curtis – Zenon Caron got done early. The Town Manager stated he had quit. Gloria asked what would the Town do next year? The Town will have to advertise earlier. Christy Dicker suggested that the Town should consider more money for a person on call and what would we do if Vaughn should get hurt. A spare is needed should something like that happen.

Rita Sinclair – A secretary is needed for the Planning Board. Ken Hodsdon has asked some of the members if they would be willing to take over as secretary, but none wish to do so. Ginny Overlock is interested in being a Planning Board member and is willing to take over as secretary. The Board of Selectpersons appoints Ginny Overlock to the Planning Board.

Meeting adjourned at 9 P.M. (Time 2 hrs.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
NOVEMBER 14, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of October 31, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. CEO Request For Building Permits
2. NASWA vs AVSWA
3. Planning Board Resignation
4. Board of Appeals Appointment
5. Safety Works Audit
6. Public Works Spare/Part Time Help

NEW BUSINESS:

1. COPS/Community Oriented Policing Services
2. School District Meeting
3. General Assistance Ordinance Adoption
4. State Audit

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
NOVEMBER 14, 2001**

Meeting called to order at 7:10 P.M. by Gloria Curtis, Chairperson.

Present; Gloria Curtis, Chairperson; Arthur Routhier, Christy Dicker, Selectpersons; Rita Sinclair, Town Manager; Wilza and John Robertson, Adrian Belanger, Wayne Gagnon, Paul Nason, John Gagnon, Tony Gagnon, Jim Garrity, Leo Cormier, Alan Robertson, Pam Cusack, Judy Moreau, residents.

BUSINESS FROM FLOOR:

A. Wayne Gagnon stated his concern over the traffic situation in town and asked, "What can be done about it?"

Adrian Belanger stated his concerns over the speed of trucks passing through town. Adrian has driven truck for several years and knows that the way the trucks are built today with gears to make the hills, there is no need for speeding. He said, "It's not just the trucks; there are local people who speed and don't stop at stop signs. It's a good thing there aren't as many children in town as there used to be. People should use caution but are not."

Judy Moreau said there is a stop sign at the intersection of the Mill Road and West Cottage that no one stops at. John Robertson remarked that you don't have to stop on a private road. Judy stated that the Mill Road is not a private road; it is an easement.

Wayne Gagnon said he believed the Town put up the sign. He asked if we could talk to the surrounding towns (Nashville and Masardis) to see if there is interest in hiring a constable. He also asked about a stoplight.

Adrian Belanger said that tickets should be given, not just warnings when someone is stopped.

Wayne Gagnon reported that there is grant money in Ashland that Nashville is looking into.

Tony Gagnon remarked that something needs to be done before someone gets seriously hurt.

Wayne Gagnon has called Houlton and complained about the speeding traffic, but they wouldn't do anything.

Adrian Belanger asked what the fine was for not stopping at a stop sign.

Judy Moreau asked if we were part of Aroostook County and if so why aren't our county taxes doing something for us? We should deduct from our share of county taxes until we get something done.

Tony Gagnon suggested temporary speed bumps.

Rita Sinclair stated that everyone should be calling or writing the Representatives, State Police, or the Sheriff's Department. It should be a community effort.

A stoplight was brought up again, and Tony Gagnon remarked that if they know they have to stop, they will slow down.

Wayne Gagnon asked about Jake brakes to which John Robertson remarked that he liked to hear them because that meant the trucks were slowing down.

Leo Cormier remarked that The Town Manager and the Selectmen should be constables. He appointed the Selectmen constables when he was Town Manager.

Wilza Robertson asked what it would cost for a constable. Alan Robertson said that's what the grant is about. Judy Moreau asked if there aren't requirements for being a constable or cop.

Alan Robertson asked about a bypass. "Let them go around. If they want to stop they'll slow down."

Judy Moreau added that instead of calling Houlton, people should call the police commissioner in Augusta.

Alan Robertson suggested calling the Sheriff's Department if you want someone here.

As a result of the comments and discussion, the Town Manager will call DOT to gather information regarding a traffic light.

B. Leo Cormier asked why the dump closed in September. Rita Sinclair stated the transfer station closed October 9 so the bins could be emptied and the area cleaned DEP inspection. Leo Cormier stated the Municipal dump should not be closed until the end of October. Judy Moreau asked about the dump over at the sawmill and who owns it. Jim Garrity said that Jim Camp owned that piece of land. Judy Moreau asked why isn't the CEO looking into that? Gloria Curtis said he probably wasn't aware of it if there had been no complaints. Leo Cormier remarked that was the Selectmen's job. Paul Nason asked if the Selectpersons didn't go looking around. Leo Cormier said they (the Selectpersons) should go for a little ride up Pinkham Road and other roads and they will find mattresses, couches, etc. He said the Selectpersons should be taking care of this.

C. Jim Garrity has concerns over the property line between the municipal lot and his property. He had to have his property surveyed in order to have a straight line to build his road. When Bridgham finished his survey, it showed the line to be beyond the recycling igloos and the fence around the septic. The Town may want to resurvey their lot. Judy Moreau asked how he gained land. We have always gone by the fence. Jim Garrity responded that when he couldn't get a straight line for his road, he hired Dan Bridgham to survey the property.

OLD BUSINESS:

1. CEO Request For Building Permits – Rita Sinclair reported that she had spoken with Lewis Cousins and he was waiting for a legal response to his questions on permits for roofing and siding. Gloria Curtis would rather wait until the new ordinance comes into play. We've started up enough for now. Gloria requests that the CEO not pursue this until the ordinance goes through. The Board wishes to drop the permits for roofing and siding.

2. NASWA vs AVSWA – The Town Manager, Rita Sinclair, reported that she had spoken with Steve Sherman of Oxbow in regards to joining the Aroostook Valley Solid

Waste Association. He isn't sure that they would be able to take on Portage since they had downsized when Portage and Nashville decided not to join AVSWA. He didn't have exact figures, but would try to get them for our next meeting. The amortization fee plus a yearly fee would have to be paid, but that is only if AVSWA has the capacity to accept Portage Lake's waste.

3. Planning Board Resignation – A letter from Ken Hodsdon was given to the Board of Selectpersons stating that Janice Labbe had resigned from the Planning Board.

4. Board of Appeals Appointment – The Town Manager reminded the board that an appointment had not been made for the vacancy on the Board of Appeals. Christy Dicker made a motion to appoint Kathy Hoppe to the Board of Appeals. Arthur Routhier seconded the motion. Motion carries.

5. Safety Works Audit – The Town Manager gave a copy of the audit to the Board of Selectpersons to review. Christy Dicker remarked that the list was not as long as she anticipated. Gloria Curtis stated the Board wants to bring these requirements up to date.

6. Public Works Spare/Part Time Help – Rita Sinclair, Town Manager asked for the Boards input on rate of pay for having a spare on call for the length of time Vaughn Devoe would be on vacation. Arthur Routhier suggested poling other towns for an average rate.

NEW BUSINESS:

1. COPS/Community Oriented Policing Services – Rita Sinclair reported that this was an opportunity for Ashland to expand their police department and services to surrounding areas. Portage Lake may be eligible for coverage. The Board of Selectpersons expressed their interest in this program. A directive was given to the Town Manager to contact Ashland to gather more information.

2. School District Meeting – The Town Manager reported that a reliable source claims Executive Sessions are used frequently at the School Board Meetings. It raises questions as to the legality of these sessions. Pam Cusack questions what would happen if Ashland withdraws from the district since the school is not up to state standards. Rita Sinclair replied that it was very doubtful that Ashland would withdraw. Pam also asked what happens if a school board member cannot fulfill their duties. The Town Manager said the Town that the representative is from would have to find someone to fill the position.

The Board of Selectpersons would like to have a school board member from Portage Lake meet with the Selectpersons occasionally. Judy Moreau suggested having a board member from Portage Lake do a write up for the Town Report.

3. General Assistance Ordinance Adoption – The Town Manager presented the changes in the GA Ordinance for the Board of Selectpersons review. The Board accepted and signed the revised ordinance.

4. State Audit – The Town Manager gave each Selectperson a copy of the State Audit for internal controls with the request that they read it and give their responses to the Town Manager.

SELECTPERSONS CONCERNS:

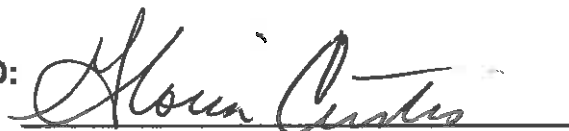
Arthur Routhier – None

Christy Dicker – None


Gloria Curtis - None

Meeting adjourned at 9:00 P.M. (Time 2 hrs.)

APPROVED:


Gloria Curtis

Christy Dicker


Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
NOVEMBER 28, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of November 14, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. AVSWA Fees
2. Community Oriented Policing Services
3. Public Works Spare Rates

NEW BUSINESS:

1. School Board Meeting
2. Donation For Veterans Cemetery
3. State Electronic Payments
4. State Audit
5. Holiday Closing December 24

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
NOVEMBER 28, 2001**

The meeting was called to order by Gloria Curtis, Chairperson.

Present: Gloria Curtis, Chairperson; Arthur Routhier, Selectperson; Rita Sinclair, Town Manager; Wayne Gagnon and Jim Garrity, residents. Selectperson Christy Dicker is absent.

A motion was made by Arthur Routhier and seconded by Gloria Curtis to accept the minutes as read. Motion carries.

The Treasurers Warrants were reviewed and approved by the Board of Selectpersons.

BUSINESS FROM FLOOR:

Wayne Gagnon asked what has been done in regards to the traffic light for the center of town. Town Manager responded that she had spoken with Brent Bubar of MDOT and he stated that getting a traffic light would be next to impossible. When the situation was described to him, he said it would be a better area for a caution light. It still won't solve the problem with enforcement, but it may help. The Town Manager stated she has also contacted Lt. Berry Smith of the State police. He will try to get an officer over to this area, but he can't say when. Lt. Wheeler of the County Sheriff's Department said basically the same thing. Both departments have shortages in manpower. It might be wise to contact the County Commissioners Office.

Jim Garrity asked if the Town has done anything about the survey of the municipal lot. Town Manager, Rita Sinclair stated she had not had the opportunity to get the information for the survey.

OLD BUSINESS:

1. AVSWA Fees – No information has been received as yet. Due to the Thanksgiving Holiday there wasn't enough time to get the figures together. This item is tabled until next meeting.
2. Community Oriented Policing Services – Refer to the information from Business From Floor regarding contacting Brent Bubar, Lt. Berry Smith, and Lt. Wheeler. Both the State Police and the Sheriff's departments have shortages of manpower. They also stated they would try to get some coverage in our area. An application is expected from the Ashland Police Department to request information on expanded coverage.
3. Public Works Spare Hourly Rate – Town Manager, Rita Sinclair, reported that the three other towns averaged to more than the \$8.50 that was suggested. John Edgecomb had suggested a 35% increase over the current hourly rate as fair

compensation. The Board of Selectpersons agreed on \$10.00 per hour for an hourly rate for the position.

NEW BUSINESS:

1. School Board Meeting – The Town Manager reported to the Board on the recent School Board Meeting. It would appear that the executive session privilege is abused. Also that State Law does not apply to the School Board as it does municipalities. The Town manager requested information from a school board member in regards to the King trust and the scholarship recipients.
2. Donation For Veterans Cemetery – A letter requesting a donation to help with unfunded items for the new Veteran's Cemetery in Caribou was received from Veterans Post # 49. Since there are no monies set aside for such a donation the Board asked that it be put into the budget for 2001.
3. State Electronic Payments – The Town Manager received notice that all State checks would be done electronically. The Town Manager had called to attain more information on this process and to inquire if it was mandatory at this time. Prior to the office closing today, a return call was received informing her that since the Town of Portage Lake received so few checks from the State it was not mandatory at this time to sign on.
4. State Audit – The Town Manager asked the Board if they had reviewed the State Audit for internal controls and if they had responses. The Board had not yet had a chance to review the paperwork. The Town Manager will respond to the recommendations of the audit.
5. Holiday Closing December 24th – The Town Manager requests that the office be closed all day the 24th of December. State offices will be closed and there will be no back up from any state agencies. The Town Office normally closes at noon on the 24th. the Board agreed to closing the office all day Christmas eve.

SELECTPERSONS CONCERNS:

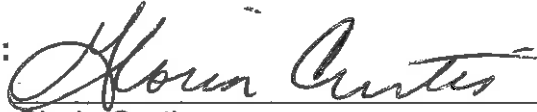
Arthur Routhier – None

Gloria Curtis – None

Rita Sinclair, Town Manager – presented a letter from Janice Labbe regarding her resignation from the Planning Board. According to her letter, she had only mentioned that she was thinking of resigning. The statement the Board received led us all to believe that her resignation was official and therefore another person was appointed to fill Janice's position.

Meeting adjourned at 9 PM (time 2 hrs)

APPROVED:



Gloria Curtis



Christy Dicker



Arthur Routhier

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
AGENDA
DECEMBER 12, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

Approve Minutes of November 28, 2001 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. NASWA
2. Update on Traffic Problems
3. Land Management Meeting

NEW BUSINESS:

1. Recreation - Pam Cusack
2. Seaplane Base
 - a. Certification
 - b. Lease
 - c. Purchase Offer
3. Truck Quotes

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
DECEMBER 12, 2001**

The meeting was called to order by Chairperson, Gloria Curtis at 7 P.M.

Present: Gloria Curtis, Chairperson; Arthur Routhier, Christy Dicker, Selectpersons; Rita Sinclair, Town Manager; also residents Ann and John Dsupin. Betty Dumond, Pam, Justin and Jason Cusack, Don and Sharon Everett, Maggie Watson, Amy, Serena and Buddy Collins.

Motion made by Christy Dicker and seconded by Arthur Routhier to accept the minutes of November 28th meeting as written.

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

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. AVSWA – Town Manager, Rita Sinclair reported that she was still waiting for figures from Steve Sherman and information for Portage Lake to join the Aroostook Valley Solid Waste Association. If Portage can join, we still have to give NASWA 180 days notice.

2. Update on Traffic – The Town Manager reported that she had noticed that a Sheriff's patrol car has been in town a few times, usually in the early morning hours.

Gloria Curtis stated she had spoken with Brent Bubar of Maine Dept. of Transportation. He has not been able to do the traffic survey that is needed for assessing the situation in Portage Lake. He did have some suggestions for slowing traffic, such as a control device that states the speed of a vehicle, and a camera that would take pictures of the license plate of a speeding vehicle. However, that device is not used in Maine.

Gloria also called the county commissioners' office and was put off to the Sheriff's Department. It was recommended to continue calling the Sheriff's Department or the State Police with speeding complaints.

3. Land Management Meeting – The Town Manager reported that the meeting was scheduled for Wednesday, December 19th at 7 P.M. with Dan Pelletier and Laura Audibert to go over the harvesting plan for Portage Lake's woodlands.

NEW BUSINESS:

1. Recreation Department- Pam Cusack reported that several people had come to her asking questions on what can be done for social and recreational events in Portage. She posted a notice for a meeting for people to express their ideas. There were 10 or

12 people that came to the meeting with several ideas. An ice skating rink was discussed and what was needed for materials and manpower. A suggestion was made to use the tennis court. There are several reasons for not using the lake. One reason was a safety issue because of snowmobiles. Others were fencing and drifting. The tennis court would be better because of lighting, and the fencing would hold tarps that would prevent drifting. Also, it has a smoother surface. Materials would be donated and Jobs For Maine Grads would donate their time. People are really excited about doing this. Pam then presented a list of 58 signatures of people who would like to see a skating rink on the tennis court.

Gloria Curtis stated she had several calls from concerned citizens about having a skating on the tennis court.

Pam replied that she had worked with paving and that ice would not damage the court.

Gloria said for years they had a skating rink at the old artesian well site. There was lighting, and parking was not a problem.

Pam stated that Eagle Lake uses a paved area for their skating rink. She said she had spoken with Pete Madore of Lane Construction and there wasn't a problem.

Rita Sinclair stated she had spoken with Tim Ring of Lane Construction and received an opposite opinion as he advised against using the tennis court for a skating rink. He had also asked Mike Millett's opinion as he works with paving and sealing cracks. Mike would advise against it as well.

Amy Collins asked what the committee would say if the rink was on the old artesian well site?

Pam Cusack stated that if the rink was located at the municipal building and we held an organized event, we could use the facilities and raise money for the recreation department.

Christy Dicker made a motion to allow the recreation committee to build a skating rink at the old artesian well site. Motion seconded by Arthur Routhier. Motion carries.

Pam Cusack asked what authority she has as rec. director to schedule events for the rec. department without having to come before the Board. Gloria Curtis stated that other than the land and building use the decision was up to her.

Pam asked about putting up the basketball hoops. The kids asked if they could have the hoops up and were told no. Gloria Curtis stated the Sharon Everett (previous town manager) had allowed it years ago, but the kids got carried away without adult supervision.

Pam also stated that the kids were not notified that the ramps had to be moved. The big ramp was broken when it was moved off the court. Rita Sinclair said public works moved it as it was in the way of crack sealing and paving the courts. The ramp was very heavy and the two men were unable to get it through the gate so they tried to ease it over the fence.

2. Seaplane Base:

a. Certification – Rita Sinclair, Town Manager, reported that she had received a call from the inspector for the seaplane base. Certification was pending as the water level was and still is too low. The town manager had reviewed the plan for the work at the seaplane base in the spring and based on that, the certification was again renewed.

The town manager believed the required depth of the water was 3 feet and the actual depth was only 18 inches. Certification may not be granted another if the water where the planes would dock is not sufficient. The Board gave a directive to the town manager to call DEP and get the actual depth required for docking a plane.

b. Lease – The renewal on the seaplane base was due Dec. 3. Gloria Curtis pointed out that it is an automatic renewal. Christy Dicker, after reading that part of the lease said it is rather ambiguous.

c. Purchase Offer – A purchase offer with covenants from Peg Gagnon was given to the Board to review. The Board requested that the town manager respond to Peg Gagnon that the property is not for sale at this time as it is in a lease agreement.

A new signature page will be drafted for signatures of the current Board in order to keep records updated.

3. Truck Quotes – Town Manager, Rita Sinclair, reported on information she had received for purchase prices on a new public works truck. Selectperson, Christy Dicker asked if she had missed something at the last meeting. The Town Manager said Gloria Curtis had asked her to get some figures together for the Board so they could speculate on continuing to repair the truck or purchase a new truck. Christy Dicker stated she has a real problem with the lack of minor maintenance and minor repairs that lead to major repairs. She remarked that Vaughn Devoe is not a mechanic. He spends a lot of time working on the trucks and getting nowhere. When the right person deals with it, it is not a problem. When things aren't done over the course of a year then it leads to more work. Christy stated that she didn't think a new truck is necessary. She also said she doesn't like to be in the situation she finds herself in. Arthur Routhier asked if, to get her out of that situation, could we have Sullivans look at the truck to see what needs to be done? Christy stated as a citizen, she doesn't feel that we need a new truck. We put a major amount of money into those trucks and agreed to run them. Gloria Curtis remarked we need to figure out what's wrong with it and what it will cost to repair it, be it lighting, wiring, or whatever. Arthur Routhier agrees that since money was put into the truck, we should run them until we have the money to buy a new truck. Christy Dicker said to bring it to the Townspeople to repair or replace the truck. Gloria Curtis said to have someone come to assess the truck and take the figures to Town Meeting. Christy Dicker said minor repairs are mandatory. They have to be done. The clutch and brakes need to be adjusted, not wait until something happens. Maintenance schedules should be kept. At this point Alan Robertson entered the room and Gloria Curtis said this should be left to an executive session.

Gloria Curtis asked Alan Robertson if he had come to address the Board. Alan replied that he had not; he wanted to know what the decision was on using the tennis court as a skating rink. Gloria responded that the Board had decided against that but has given the rec. director permission to construct a skating rink at the old artesian well site.

SELECTPERSONS CONCERNS:

Arthur Routhier – None

Gloria Curtis – None

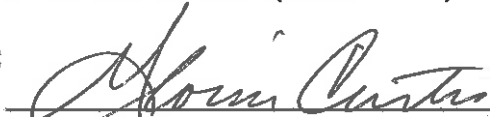
Christy Dicker – Our decoration system must have a different way of getting done. Most towns do it as part of the town function. I don't feel that it's up to me to see that those get put up. We have the wreaths, the electricity, and the brackets. All we need is someone to put the wreaths up. Gloria stated it should be put on the agenda for a future meeting to decide who is going to put up the wreaths and flags. Gloria asked if we had another day for flags. Rita Sinclair responded with Presidents Day in February. Gloria suggested tabling it until a later date. Maybe consider Memorial Day through September. Rita stated that no matter how you look at it there are those who always are dissatisfied. We have had residents ask why the Public Works Dept. is putting the flags. Gloria said she has gotten calls to the same effect. That's the same way it was with the Christmas tree. Christy said that's where the money in the Beautification Fund comes in. Arthur Routhier suggested having the recreation committee decorate the tree.


Gloria Curtis brought up Ginny Overlock's resignation from the Planning Board.


Arthur Routhier asked if the Board was still interested in a landscape proposal for the Senior Park? The Board would like Arthur to proceed with the proposal. Christy asked Arthur to look at the Gateway Grant application. \

Meeting adjourned at 9:00 P.M. (Time 2 hrs.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier

SELECTPERSONS HOURS
DECEMBER 2000 thru DECEMBER 2001

Date	G. Curtis	D. Higgins	C. Dicker	A. Routhier
12/12/00	1.75	1.75	1.75	
12/27/00	1.25	1.25	1.25	
1/9/2001	1	1	1	
1/23/01	1.25	1.25	1.25	
1/30/01 Bdgt	1	1	1	
2/06/01 Forstr	1	-	1	
2/07/01 Bdgt/Reg	2	2	2	
2/21/01	1	1	1	
3/08/01	2	2	2	
3/27/01	2.50	2.50	2.50	
3/30/01 Twn Mtg	1.50	1.50	1.50	
4/11/01 Assess	1.75		1.75	1.75
4/17/01	1.75		1.75	1.75
5/02/01	1.50		1.50	1.50
5/23/01	1.50		1.50	1.50
6/06/01	-		1.75	1.75
6/20/01	-		2.25	2.25
7/17/01	1.50		1.50	1.50
8/08/01	2		2	2
8/22/01	2.25		2.25	2.25
9/12/01	2		2	2
9/26/01	2.25		2.25	2.25
10/17/01	2		2	2
10/31/01	2		2	2
11/14/01	2		2	2
11/28/01	2		-	2
12/12/01	2		2	2
Office	15	5	10	8
Total	57.75	15.25	54.75	38.50

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
SPECIAL MEETING
AGENDA
DECEMBER 18, 2001
7:00 P.M.**

Call Meeting To Order

Roll Call

NEW BUSINESS:

1. Land Management Plan

**TOWN OF PORTAGE LAKE
BOARD of SELECTPERSONS
SPECIAL MEETING
AGENDA
DECEMBER 20, 2001
6:00 P.M.**

Call Meeting To Order

Roll Call

NEW BUSINESS:

1. Personnel Matters/Executive Session

**TOWN OF PORTAGE LAKE
SPECIAL SELECTPERSONS MEETING
DECEMBER 20, 2001
6 P.M.**

Meeting called to order by Gloria Curtis, Chairperson.

Present: Gloria Curtis, Chairperson; Christy Dicker and Arthur Routhier, Selectpersons; Rita Sinclair, Town Manager; Vaughn Devoe, Public Works Department.

A motion was made by Gloria Curtis to go into executive session at 6:05 P.M. Arthur Routhier seconded the motion.

The Board came out of executive session at 6:50 P.M.

Suggestions from the Board for additions to the maintenance schedule were to add brake and clutch maintenance. Make sure the lighting system meets your needs. May want to try airline antifreeze instead of dryer.

The Board will develop a policy for replacing equipment.

Christy Dicker asked Vaughn if the wreaths and flags were a problem to do. Vaughn answered not if it was scheduled. He wants the Board to be aware that the town manager will not allow him to stand in the bucket to do this job.

Gloria Curtis said this could be discussed further at the next meeting.

Christy stated she didn't want it to be a problem for anyone.

Arthur said the weekend after Thanksgiving would be a good date..

Gloria said when it came time to do the flags Vaughn may have to get a volunteer to help.

Vaughn asked if the Board would like to have him come to a meeting or write a monthly report to let the Board know what is going on? This was acceptable to the Board.


Arthur suggested signage for the shop to keep unauthorized personnel out.


Vaughn expressed concerns on dealing with people who are saying he should be looking for another job because the Public Works Department won't be here in three years. Vaughn would like to know beforehand if the Town is considering doing away with this department so he can make other plans. The Board collectively stated this has not been a consideration.

Christy Dicker apologized for not handling things as it should have been handled at the last meeting. Everyone present feels the air is cleared.

Meeting adjourned at 7:10 P.M. (Time 1hr. 10 min.)

APPROVED:


Gloria Curtis


Christy Dicker


Arthur Routhier