

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
January 7, 2004**

Call Meeting To Order

Roll Call

Approve Minutes of December 3, 17, and 23, 2003 Meetings

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Plowing Practices
2. Stumpage Permit
3. CanAm Meeting/Races

NEW BUSINESS:

1. Inquiry For Right of Passage/Eugene Caron
2. Cooperative Scholarship
3. Portage Lake Senior Group Forming

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
January 7, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Paul Nason, spare winter employee; Vaughn Devoe, Public Works Director.

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

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

A motion was made by Gerry Cormier to accept the minutes of the December 23 meeting with the statement about "leaving after 11" being struck from the record. Steve Belanger seconded the motion. Motion carries.

A motion was made to table all other business on the agenda until #1 under **OLD BUSINESS** had been discussed. Motion seconded by Steve Belanger. Motion carries.

OLD BUSINESS:

1. Plowing Practices - Pat Raymond opened discussion on issues with plowing practices. Pat stated that if a storm was anticipated, the employee could come in early and leave early. There shouldn't be a problem with using judgment.

Vaughn Devoe stated that was the way it used to be, but things had changed with the previous Board. The preference was to keep to business hours.

Steve Belanger reported that it used to be that this (municipal) yard was left until all roads were done. The school buses need to get through.

Pat Raymond remarked that it didn't make sense to come in at 7 A.M. if the storm isn't going to hit until later, or even earlier.

Vaughn Devoe asked what constitutes going out? 1/2 inch, 2 inches?

Steve Belanger answered that if the roads have been sanded and are down to tar in some places, then a 1/2 inch isn't hazardous.

Vaughn reported that he has received calls from citizens complaining about slippery spots on the road. The Board recommended referring those callers to the Board or the Town Manager.

Vaughn reported that when a big storm is expected, he comes in early. Pat stated that it's hard to see how much snow there is from the window or in the middle of the night.

Vaughn also reported that he uses the backhoe to open up the beach and then the truck to plow. There are safety issues involved. The Town Manager reported that there was a near miss (one of many) at the beach due to vehicles following the plow too closely.

She also mentioned a storm last winter where Paul had a hard time keeping up. Paul stated he had never had a problem.

Pat Raymond stated that if the V plow were mounted it wouldn't take much to be ready. He said he was under the assumption that was why we got the post. The banks need to be shelved at each storm. We are the only Town that didn't do it at the last storm. When asked if he had any concerns, Paul Nason remarked that he was only part time but if he was notified he could be in whenever. He has no specific order for plowing.

Vaughn Devoe stated he plowed in order of East, West, then Fox Hill and Hathaway.

Paul Nason stated he has a concern about sand. What was ordered? Rita Sinclair stated 800 yards. Paul asked why not 1200 yards? Vaughn explained that normally we have sand left over, but it had been used for a road project this past summer. Rita stated she was in error for only ordering 800 yards forgetting there was no sand left. Paul asked what about the sand that was donated. Gerry Cormier stated that was not part of the contract. That was only verbal on their (Portage Construction) part.

Pat gave an example of the abuse of the sand policy. The same vehicle was seen getting sand several times and going everywhere but home.

Paul asked if the Town had looked at contracting out winter roads? Rita stated it had been looked into and the cost was far more than what we have incurred.

Pat asked Paul if he had other concerns, to which Paul replied, "nothing to do with plowing."

Pat asked Vaughn the same, to which Vaughn replied that he and Paul had issues with plowing the turnarounds. There has been a lot of snow left in them. This seems to be okay now.

Pat stated he didn't want the employees overlapping if it wasn't necessary. The bus is a priority. The Board suggested contacting Greg Cyr to increase the size of the easement by the fire hydrant due to the problems turning the bus around.

The Board thanked the employees for their time as they left the meeting. Pat returned the meeting to the order of the agenda.

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

BUSINESS FROM FLOOR: None

OLD BUSINESS:

2. Stumpage Permit - the Town Manager reported that she had received a call from Laura Audibert asking if the Town had received a stumpage permit. Rita indicated that it had not been received. Laura wanted to be certain that the Selectpersons did not want any cutting without a permit. The Town Manager assured her that she was correct, there was to be no cutting without a permit.

3. CanAm Meeting/Races - The Town Manager reported that the meeting was to inform the public of what needs to be done at the Portage Lake checkpoint and to get volunteers to assist.

NEW BUSINESS:

1. Inquiry For Right of Passage/Eugene Caron - The Town Manager reported that Mr. Caron had stopped into the office to ask for an easement or permission to pass through the municipal lot to enter and exit the Garrity property to do some logging. He stated that it would be a small operation. The Town Manager stated the Town had granted a temporary easement for this in the past. Pat has concern for the traffic involved. The Board requests that the Town Manager call Mr. Caron to attend the next Board meeting as more information is needed. Pat would like to look at the temporary easement first. Gerry would like to know if there is another route that can be used.

2. Cooperative Scholarship - The Town Manager asked the Board if they would still be interested in a cooperative scholarship with Irving. The money for this would have to be appropriated at Town Meeting. A motion was made by Gerry Cormier to accept Irving's proposal for a cooperative scholarship with \$500 from the Town of Portage Lake. Motion seconded by Steve Belanger. Motion carries.

3. Portage Lake Senior Group Forming - Informational only - The Town Manager reported that when Ray Beaulier was Town Manager he was approached for use of the building for seniors to gather for meetings, and dinners. Permission had been granted but the club was inactive. They are getting organized and will their first meeting in the near future with a pot luck luncheon.

SELECT PERSONS CONCERNS:

Gerry Cormier - Congestion on the corner and in front of the Catholic Church on the Cottage Road. The Town Manager is directed to send a letter to the parish council. This creates a safety hazard as vehicles can not enter or exit Cottage Road safely.

Pat Raymond - Town sign on private property. (Welcome sign north of town.)


Steve Belanger - None

Steve Belanger made a motion to adjourn at 8:30 P.M. Seconded by Gerry Cormier. Motion carries. (Time 1 hr. 30 min.)

Minutes of January 7, 2004 meeting continued.

APPROVED:

 Pat Raymond

 Steve Belanger

 Gerry Cormier

BOARD OF SELECTMEN MEEING - January 21, 2004 - TOWN OF PORTAGE

STATEMENT BY: Cherry B. Danker, Town Resident

INTRODUCTION

First, I would like to express my belief that in this day and age I am aware of how increasingly complex it has become to handle the administration of a Town and is so even with a town as small as Portage. I highly applaud the professionalism, hard work and willingness to be of help to residents, whenever possible, by the Town Office staff. I am not too familiar with the workings of the Board of Selectmen or Persons, but I am deeply grateful for those who are willing and do serve. I am sure there must be times when you feel, and rightfully so, that it is a thankless job.

It is not my intent this evening to try to persuade Town officials to reopen the sand shed for private resident use this winter. Such, I think, would be a lost cause. However, I do have recommendations I would like to see considered for reopening in the future. These recommendations are the bottom lines of the following Decision Paper.

DECISION PAPER

MULTI-FACETED ISSUES OF:

- (1) Alleged abuse by Town residents of Town funded sand.
- (2) Shortage of sand for Town roads caused by underestimating amount needed.
- (3) Question about donations by Peter St. Peter of sand to the Town sand shed for use on residents' icy driveways.

FACTS BEARING ON THESE ISSUES:

- (1) An informal, precedent-setting, policy has existed for a number of years which allows Town residents access to the sand shed for a few buckets of sand for their icy driveways.
- (2) This informal policy is consistent with that of other towns in the area including Presque Isle.
- (3) Due to Town officials alleging abuse by residents of the policy, the Town closed the sand shed to further access, and posted notices around Town to this effect.
- (4) Apparently, because of the number 1 and 2 issues above, the Town has a problem with having sufficient sand for Town roads and did not acknowledge number 2 as a problem on the posted notices.

DECISION PAPER - continued

highest state income taxes in the nation. Some in the know claim we are the highest. I live on a fixed civil service annuity. I pay over \$15,000 a year in Federal, State and local taxes. When I was back here ten years in retirement I computed how much I had paid in State taxes plus the winter fuel and electric bills. I made the startling discovery that had that money gone toward a modest winter home in Florida, it would have been fully paid for. I have to accept that I am of unsound mind economically to live here year round. So perhaps I am not as fully appreciative as I should be for the "giveaway" or "privilege" of a few buckets of sand when needed. The point is, who is doing the giving away or granting the privilege? If Town funded sand, the answer, I believe, is the Town tax payers who paid for it. If it is sand donated by Peter St. Peter, then it is Peter who is giving it away. That I do fully appreciate.

Peter and I agree that he is in a vulnerable position about his donation because when he made his initial arrangements, three years ago, he did not do so in writing. However, he is certain that the Town Office knew of it and that the Board knew of it. Mr. Raymond was not on the Board back then and, possibly, he never did hear of it.

In Peter's defense, I believe there are a number of volunteer/contribution/donation types of activities (often involving considerable time and labor) that take place in this Town with no formal action by the Board. Therefore, precedents have been set for handling as Peter did. Obviously, if no controversy or problem arises, informality remains unchallenged.

Examples I am aware of include volunteer activities by both Peter and Danny Higgins which were handled without Board action. A few summers ago, a group of women here in Town got together and worked 2 - 3 days a week, for a few hours each day, to organize the Town Library. We worked for some number of weeks until we ran out of book shelf space. Terry Overlock volunteered to provide additional book cases and such were installed that next winter. Then the following summer, we again gathered in the Library and finished our work. I doubt that any Board approval was involved.

I would assume there are many other such examples over the years. And when there are established precedents, such take on the form of formality and often even legality. Further, I wonder if there are written guidelines that help the Town Manager, the Board and the donor (who would be advised by the Town Manager) determine when it is necessary to obtain Board approval.

I also wonder if the Town went through any kind of formal process initially to form the policy that permitted residents access

OPTIONS (to be considered for problem resolution)

- (1) Keep in place the Town's decision to close the sand shed to residents.

DISADVANTAGES

- (a) Increased chance of vehicles backing into trees or getting stuck trying to get out of icy driveways.
- (b) Increased chance of residents falling on ice and incurring serious injury.
- (c) Increased chance of an ambulance being unable to get out of an icy driveway.
- (d) Maintains a policy inconsistent with that of other towns in the area who permit residents access to Town funded sand.
- (e) May prompt senior citizens to have to make a decision to give up on living in Portage, sooner than they had planned, out of a belief in lack of sensitivity to their needs and what they get for their tax dollars, on the part of the Town.
- (f) Penalizes non-abusers on the basis of alleged abuse and creates the impression that the Town is a bigger abuser than the abuser.

ADVANTAGES

- (a) Avoids the problem with abuse and difficulties with policing resident use of sand.
 - (b) Possibly provides a slight decrease in the cost to the Town for sand in event no donation is involved.
- (2) Continue with keeping the sand shed closed this winter to residents, but reopen next year with a filled-to capacity sand shed, with or without a donation from Peter.

DISADVANTAGES

- (a) Continues to incur the problem with abuse (which would not be as great if Peter donates an extra truckload).
- (b) May mean buying a greater amount of sand this next year to get to capacity but this disadvantage would be offset in the long run.

January 8, 2004

TO: Town of Portage
Board of Selectpersons

I am writing on my behalf, on behalf of other Town residents, who, like me, incur icy driveways and yards during the winter months, and also on behalf of Peter St. Peter, who provides me and many others in Town with snowplow services.

Recently, concerned about the safety of the ladies in my Bible Study Group due to shortly arrive and also concerned about whether they would be able to get their vehicles out of my icy driveway, I called Peter to gravel my driveway and yard. Shortly thereafter, I received a call from the Town Office tactfully informing me that because of alleged abuses in the sand program, non-abusers had to be penalized by denying all future access, including that of Peter, to the Town sand shed. I learned later that there was not only a problem with alleged abuse, but that the Town was also experiencing a shortage of gravel for use on the Town's roads.

While I do not agree with a policy that penalizes non-abusers on the basis of actions of abusers, I do understand how it could be difficult for staff of the Town Office to effectively police the situation. I can also understand that the unusual weather conditions in December and other problems or actions may well have contributed to a shortage to Town funded gravel. Thus when combined with an abuse problem, it might seem expedient to suspend allowing gravel to residents with icy driveways and yards.

However, I believe such suspension should be confined to Town funded gravel and should not apply to gravel which Peter has been depositing for the past few years in the Town sand shed for the specific purpose of use on the icy driveways and yards of Town residents. Peter contends that what he has deposited is more than ample to take care of such residents through this winter.

Certainly if there was a monetary donation made to the Town for a specific purpose, any action, after the donation was made, to divert those funds to some other purpose, would be considered a misappropriation of funds and the legality of such diversion of funds would be questionable. The same principle should apply to Peter's donation of gravel which is of surely considerable monetary value and was donated for a specific purpose.

In other discussions I have had about this matter, I stumbled into an attitude which contends that since Peter donated the gravel to the Town, then it became the Town's property to do with as the Town sees fit. Also contended is that if Peter wants gravel for the icy driveways and yards of his customers, he should stockpile such on this own property. I do not know if this is a prevailing attitude

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of the Board. But if so, I suggest the attitude is flawed on the basis of the preceding paragraph. If the Town did not want the use of Peter's deposits to be confined to private residents with icy driveways and yards, this should have been made clear to him before he made his first deposit. Also, if the Town thinks that Peter should stockpile gravel on his own property for his customers, instead of using space in the Town sand shed for this purpose, then the Town should have stopped him from making deposits to the sand shed.

Obviously, Peter's actions were of benefit to both the Town and to the Town residents with icy driveways and yards. The gravel involved was not obtained with Town funds thus decreasing the amount sought by residents from Town funded gravel. Also, the residents involved are not charged for Peter's donated gravel. However, if Peter has to build a sand shed needed to stockpile gravel for his customers, then he would need to charge us for the gravel to help pay for his sand shed.

I also do not think it is reasonable for the Town to recommend to residents, especially to senior citizens, that we purchase and stockpile kitty litter or salt to take care of our driveways and yards. Even if we could afford to purchase the amount needed, which would be considerable, especially for those with long, sloping, steep driveways and big yards, many (such an old woman like myself) would be taking a considerable risk to life and limb to attempt to traverse the terrain involved in our futile attempts to alleviate our precarious situations with kitty litter or salt. For years I purchased many large bags, from MPG, of calcium chloride, and numerous bags of salt from Coffins, to help handle my icy situations. Still, there were, and I expect will continue to be, instances when having such on hand will not make a dent in my problem.

I respectfully recommend that you reconsider this matter. I anxiously await your response to the issues raised herein. I will gladly meet with the Board at your convenience to discuss this matter and to clear up any misunderstandings I may have. Peter says he will gladly join us in such a meeting.

Sincerely,



CHERRY B. DANKER
PO Box 102
390 West Road
Portage, ME 04768

Copy to Addressees: Pat Raymond
Stephen Belanger
Jerry Cormier

Also to : Rita Sinclair, Town Manager
Peter St. Peter

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
January 21, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of January 7, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easement for Logging on Hartman (Garrity) Property - Gene Caron
2. Winter Sand Policy - C. Danker
3. Residents Plowing Practices
4. Equipment Repair

NEW BUSINESS:

1. Portage Lakers Snowmobile Club
2. Portage Lake Planning Board
3. Stumpage Permit
4. Invitation for Ad/Biathlon World Cup
5. Meter for Groomer Building

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
January 21, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Peter St. Peter, Christy Dicker, Brad & Jaymie St. Peter, representing Portage Construction Co., Inc.; Paul Nason, Cherry Danker, Pearl Soucy, Mary Ann Caron, Darey Gagnon, Jim Dumond, Diane Michaud, Dan Higgins, residents; Sue Beaulier of the Portage Lakers Snowmobile Club, and Gene Caron, seeking easement for Hartman.

A motion was made by Gerry Cormier and seconded by Steve Belanger to accept the minutes as written. Motion carries.

A motion was made by Gerry Cormier to table all other business until those attending the meeting were heard. Motion seconded by Steve Belanger. Motion carries.

Item #2 from OLD BUSINESS:

Winter Sand Policy - C. Danker

Chairperson, Pat Raymond asked that Cherry Danker present her statement. Cherry read her Statement addressing multi faceted issues regarding winter sand to those present. (Copy attached) Pat Raymond responded to the Statement with questions on the donation of sand. Peter St. Peter claimed he had told Vaughn and Kathy of this, but there has never been an indication of such on the contract agreement or on the bill from Portage Construction. Pat stated that he had issues on policy. Trucks have been coming in and out to get sand and not taking it to their property to use on their driveways. There is a written policy for the public to get winter sand but there are those who refuse to abide by the policy. To the statement that other towns allow residents to get sand, not all towns do. If sand was donated, it was sand, not salt and sand. Pat stated that he was not doubting Peter's word, but that he wasn't aware of a donation. Christy Dicker had questions on the bucket loads. She stated that Peter plows for Cherry and others as well and she wouldn't like to see them out in the sand shed trying to get sand. What's the difference between Peter coming to get the sand and the individuals coming to get it themselves? Gerry Cormier stated that he appreciated the letter and that people coming in to resolve a problem is important. There is a lot of heresy in what's happening. This year the Town went to bid with a signed contract. You (directed to Portage Construction Co.) could have written on the contract that you were donating 22 yards of sand. I had asked Vaughn Devoe if he had counted the loads and he stated that he could not due to the way it was delivered. This needs some kind of organization. Gerry stated he doesn't want to get into people feeling they are being treated unfairly.

Steve stated that this type of donation could create problems. What happens if Jim (or anyone) comes in with sand and wants to donate it to his customers? Paul Nason remarked that's the idea, "Who gets one yard, a bucket, or a truckload?"

Pat stated it has been seen that a truck gets sand and then goes to Ashland; and more than once. Christy Dicker remarked that he should have stopped him, not everyone else.

Pat asked Rita about the shortage of sand to which she responded that if there were more control over taking of sand, or if people would abide by the policy there wouldn't be a problem.

Paul Nason asked if we had used 200 yards for culverts and if not the shed should be filled to capacity.

Pat asked the Board of Selectpersons for suggestions. Steve Belanger does not want to change the policy. Jim Dumond asked if the sand shed wasn't open because of a shortage of sand? Pat responded that was partly the problem.

Jim Dumond asked when this started, how much sand were people taking? Rita responded that not everyone stopped to sign out sand, so it was hard to tell. Jim asked what the policy was from years ago. Pat stated that even the businesses we asking for sand. As Gerry said, we are trying to get everything into a policy.

Pat asked Cherry Danker what she was looking for. Cherry stated the recommendations in her letter.

Further discussion followed on suggestions to remedy the situation and donations having to meet the Boards approval.

Diane Michaud asked if it would help to form a committee to develop a policy. Steve stated that it would for next winter but something is needed for now. Pat asked if anyone present would be willing to serve on a committee. Volunteers were Diane Michaud, Cherry Danker, and Mary Ann Caron.

Pat tabled wording the policy for now but will get back to it before we adjourn.

1. Easement for Logging on Hartman (Garrity) Property - Gene Caron has asked for an easement to cross through the municipal yard to haul logs from the Hartman property. There was an easement granted several years ago to Jim Garrity for the same purpose. He stated that it would not be a large quantity, possibly 300 - 400 cords of wood. Steve asked what size truck and how often it would be going through. Gene responded that it was a wheeler/loader and it would make one or two trips a week. Some would go in another direction. Gerry Cormier asked if it was just for this winter? Gene stated that it would be next winter as well.

The Town Manager presented a copy of the old easement for the Board to review. Pat asked for suggestions on the easement. It was brought up that if it were muddy, or there were safety issues, operations would stop. The board agreed to this. Gene would like to start in February. Gerry said something specific would have to be written.

A motion was made by Gerry Cormier to pursue an easement between the Town and Gene Caron as agent for the Hartman property for the purpose of wood harvesting during the winter. Motion seconded by Steve Belanger. Motion carries.

3. Residents Plowing Practices - the Town Manager reported that she has noticed at least 8 to 10 residents plowing across the roadway and leaving a mess after a snow storm. Pat recommended sending a letter to residents referring to the law. Steve Belanger moved to send a letter stating what the law reads and ask that residents be more considerate in cleaning up before the Town has to take more serious action. Motion seconded by Gerry Cormier. Motion carries.

4. Equipment Repair - The Town Manager reported that the plow truck needed to have the hubs replaced. This was discovered when the truck was taken in for repairs. The estimate for \$806.90 is a rough estimate as labor may be more or less. Gerry Cormier made a motion to repair the plow truck at Daigle and Houghton. Steve Belanger seconded the motion. Motion carries.

NEW BUSINESS:

1. Portage Lakers Snowmobile Club - Sue Beaulier presented an Article to the Board of Selectpersons for Town Meeting Warrant. This article requests \$2,000 for grooming and upkeep of trails. Steve Belanger made a motion to accept the Article from PLSC for the Town Warrant. Gerry Cormier seconded the motion. Motion carries.

2. Portage Lake Planning Board - No one present from the Planning Board.

3. Stumpage Permit - Motion to table until the Board has had a chance to review the permit made by Gerry Cormier. Seconded by Steve Belanger. Motion carries.

4. Invitation for Ad/Biathlon World Cup - the Town Manager presented a letter to the Board inviting the Town to place an ad in the center pages of the Bangor Daily News. The center will be focused on the Biathlon World Cup event in Ft Kent in March 2004. The Board is in agreement to not place an ad in the Bangor Daily News.

5. Meter for Groomer Building - the Town Manager has had concern expressed at the use of electricity in the groomer building. Steve Belanger said it would have to be monitored or have Maine Public Service Co. put in a meter. They can also put in a meter to monitor usage. The Town Manager will contact MPS Co. to have this done.

Pat Directed the board meeting back to the wording for the emergency sand policy. After discussion the Board agreed that the policy should include emergency vehicles such as ambulance and fire trucks. The Emergency Sand/Salt Policy basically should state that "in case of an emergency (medical or fire) the Town will allow the Town truck to sand the driveway. The emergency technician or fire department personnel will contact the Town Manager/Road Commissioner to dispatch the sand truck.

OTHER BUSINESS:

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

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The Town Manager presented the Assessors Notice for signatures in preparation for the 2003 Annual Town Report.

SELECTPERSONS CONCERNS: None

A motion was made by Steve Belanger, and seconded by Gerry Cormier, to adjourn at 9:35 P.M. Motion carries. (Time 2hrs. 35 min.)

APPROVED:


Pat Raymond


Steve Belanger

Gerry Cormier

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
February 4, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of January 21, 2004

Approve treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Portage Hills Country Club - Abatement
2. Equipment Repair - Update
3. Policy For Winter Sand
4. Stumpage Permit

NEW BUSINESS:

1. Handicap Accessibility Issues - Grace Nason
2. Portage Lakers Snowmobile Club - Groomer
3. Portage Lake Planning Board
4. Proposed Budget

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
February 4, 2004
7:00 PM**

The meeting was called to order at 7:00 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; Steve Belanger, Selectperson; Rita Sinclair, Town Manager; Bill Nemer, President, Portage Hills Country Club; Grace Nason, Resident; Glenn Cusack, Portage Lakers Snowmobile Club; James Holmes, Planning Board Chairperson.

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

Grace Nason (Item #1 under NEW BUSINESS) presented a request for an article for the warrant for town meeting for a chair lift so those rooms off the stage would be accessible by handicapped individuals. The request included having the stairs reconstructed to a standard step. (See Attachment)

Steve Belanger made a motion to add the request in an article for Town Meeting. Pat Raymond seconded the motion. Motion carries.

Pat Raymond asked Bill Nemer to state his business. (#1 under Old Business) Mr. Nemer is President of the Portage Hills Country Club and is requesting an abatement on their taxes. He submitted a letter to the Board of Selectpersons asking for an abatement and that this be in an article placed in the town warrant to go to a vote of the people. Mr. Nemer did not state a specific amount for abatement. He explained how the lease came about and how, usually, you don't pay taxes on leased land. He stated that PHCC never paid taxes on the land. When revaluation was done the Town billed them for taxes on the land. He went on to state that when they built a 20 x 40 shed, the materials were donated, but they still get taxed on the value of the new shed. He stated he feels he is an employee of the Town because everything they do is for the Town. It's hard to maintain under these circumstances. When big business comes in, they get a tax abatement or cuts. A lot of people come in and do business at the store and Deans, so we are a benefit to the town. The harder we work, the more we the more we get taxed. 46% of our clientele is Senior Citizens and as time goes by we are declining in membership.

Pat Raymond asked if the club was looking for a full exemption....land and personal property? It needs to be more specific. Mr. Nemer responded that they don't want to sound greedy and would like to know what the taxes are going to be. We would like \$2,000 - \$2,500. Mr. Nemer focused on how the club brings business to Deans and the store. Pat asked if the club would do something for the Town of Portage. Are there people there who would teach people from Portage how to play golf? Mr. Nemer responded that there is always a possibility. There are times when one can play for free.

The church has an outing every year. All the money we get goes back into the building and the property.

More discussion followed on some of the things offered to new members and to the Ashland high School.

Pat stated that the Board would review this and get back to him with an answer.

Glenn Cusack is attending as a representative of the Portage Lakers Snowmobile Club and is presenting a request from the club to have an article on the warrant for Town Meeting requesting to use the Town as a vessel for purchasing a new groomer. Pat stated that this will be review when there is a full Board.

Jim Holmes, Planning Board Chairperson, is presenting a request by the Townspeople to have another boat landing in Town. He has been made aware that the Town owns the Seaplane Base and has it leased. He is asking the Board of Selectpersons to check into this area. Pat Raymond reported that the Town got an easement from the state to have the boat landing built at the head of the lake. The Seaplane Base was declared too shallow at that time. Jim stated that many feel that the lease is not right. There are questions on how the Towns property can be leased without going to a vote of the Town. Discussion followed on the previous lease holders and how the present lease came about, and where the actual dock is for the Seaplane Base. Steve Belanger stated that before a boat launch can be considered there, the lease would have to be contended with. Pat believes it would be a long drawn out battle. He stated that it is sad the Town lost control over Town owned land by not reading the document before signing it.

Jim said the Planning Board will check into the Bureau of Parks and Rec. to see if there is a possibility of funding for another launch. He thanked the Board for their time and left the meeting.

Pat returned the meeting to the agenda.

Steve Belanger made a motion to accept the minutes as written. Pat seconded the motion. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. Portage Hills Country Club - Abatement : Done
2. Equipment Repair - Update: The Town Manager reported that the Town Truck was towed to Sullivan's in Ashland for repair. The axle broke and will have to be replaced. Vaughn has repaired the tail-lights, and installed a backup alarm on the other truck.
3. Policy for Winter Sand - The Town Manager presented a policy for emergency use of sand for the Board to review. The Board approved and signed the policy.

4. Stumpage Permit - There was discussion on the price of wood and who determines the grade of the wood. Pat Raymond stated that the Board needs to meet with Irving to have questions answered. There are concerns with spruce, fir, and popple. We need to meet with someone who has a good understanding of the stumpage agreement with the Town of Portage and can make decisions on Irving's behalf. If there are changes to the permit, then there needs to be new submissions. Also, what is an I ton? The permit needs to be followed, for example, the date of permit, the payment agreement, and definitions.

The Board directed the Town Manager to call for a meeting with Irving at their convenience. If a daytime meeting, we will meet at their office. If nighttime, then we will meet at the municipal building.

The Board of Selectpersons signed the permit and asked that the Town Manager notify Laura Audibert that this has been done.

NEW BUSINESS:

1. Handicap Accessibility Issues - Done

2. Portage Lake Snowmobile Club Groomer - Done

3. Portage Lake Planning Board - Done

4. Proposed Budget - The Town Manager presented a proposed budget to the Board of Selectpersons for their review. Discussion followed on Groomer Article and Article for \$2,500 for club, trails, grooming, etc. Quotes on other makes of trucks are requested by the Board of Selectpersons.

SELECTPERSONS CONCERNS:

Pat Raymond - Outcome of the Appeals Board Hearing and notes on meeting.

A motion was made by Steve Belanger and seconded by Pat Raymond to adjourn 10:45 PM. (Time 3 hrs., 45 min.)

APPROVED:

Patrick Raymond

Stephen Belanger

Steve Belanger

Gerry Cormier

Gerry Cormier

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
February 18, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of February 18, 2004

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Portage Hills Country Club - Abatement
2. PLSC Request - Revisited
3. Equipment Repair - Update
4. Irving Meeting - Tuesday, Feb. 24, 04 @ 10 AM

NEW BUSINESS:

1. Ashland Fees
2. 2004 Budget Committee Meeting

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
February 18, 2004
7:00 P.M.**

The meeting was called to order at 7:00 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Dave Bolstridge, Fire Chief; Dave Pierce, Fire Dept. Secretary; Grace and Paul Nason, Residents and P/T Employee; Glenn Cusack, President, Portage Lakers Snowmobile Club.

A motion was made by Steve Belanger to approve the minutes of the February 4, 2004 meeting as written. Pat Raymond seconded the motion. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

A motion was made by Gerry Cormier, seconded by Steve Belanger, to table all other business until those present had conducted their business. Motion carries.

BUSINESS FROM FLOOR:

Paul Nason reported to the Board that he was a victim of identity theft. His social security number had been taken by way of mail addressed to the Town. He stated he wanted the Board to know that papers were taken from Vaughn's truck and used for identity theft. When Pat Raymond said it was the first he had heard of it, Rita Sinclair stated it was because of Grace Nason's request to not discuss this with others. Discussion as to how these papers came into others hands followed. Rita Sinclair, Town Manager, tried to tell Paul Nason that the theft occurred through the mail when the letter in question was delivered to the wrong town but the same post office box. Paul questioned how the information got to Eagle Lake. Pat Raymond suggested that any further discussion should be held in executive session. Paul Nason said there was no need on his account. He would be getting a copy of the police report next week. Pat said he would like to see a copy of the report, if it wouldn't be a problem. Prior to leaving the meeting, Paul asked for a copy of the minutes of this meeting.

Dave Pierce, resident and volunteer fireman, stated that he was in to discuss the grant for a new fire station. The total grant allows for \$250,000 with a matching amount of \$50,000. The department needs more room to store their equipment. Pat Raymond asked where it would be built. Dave stated there were two areas that could be looked at, but he had heard that the Board was not in favor of having it in back of the municipal building. The second choice was beside Coffins Store.

Pat stated that because of the water situation in the back of the municipal building, it would flood this building. Dave Bolstridge reported that he had spoken with Danica Hartman about a lot. He doesn't know if she would donate a lot or sell it for a small fee.

Dave Pierce stated that if the fire department were out of this building it would give more room to the public works department.

Pat Raymond stated it would be good to have something new, but maybe we need to look at what we have. Dave Bolstridge explained that the department would like to have the tank truck stored inside in another year. Pat stated he did not feel it would be financially feasible to build a new building.

Dave Pierce asked, "If everything was in order, how does the Board feel about funding the match for the grant?"

Gerry Cormier responded that this goes to a vote of the Town, but \$250,000 for a \$50,000 is a fine investment. Pat Raymond responded that hopefully, you are aware there may be disappointment there. Steve Belanger responded that it may be a sound investment to build a new building and get rid of this monster.

Discussion followed about the size of the building and that the less grant money required, the less the matching amount would be. Gerry Cormier stated that with enhanced fire protection the department may be able to get some donations from Maine Woods and E.J. Carrier.

Steve Belanger asked if Mapleton got this grant to which Dave Pierce replied he wasn't sure. Town Manager stated she believed it was paid for by money that the Town had in reserve.

Questions were asked about the money from taxes (the TIF) and when will that be available. The Town Manager reported that this year the Town should be able to retain 25% of the taxes paid. No further discussion on this matter.

Dave Pierce did ask about Fox Hill Road and if it would have some work done on it this year. Dave also mentioned how the pavement is breaking up and the culverts were sinking again. Pat Raymond answered that it hadn't been forgotten. Gerry Cormier said it would be looked into more at a later date.

Glenn Cusack stated he had attended to check on the request for using the Town as a vessel for a loan to purchase a new groomer. Gerry Cormier had questions regarding co-signing. Explanations followed on the application and the responsibility for the loan.

Steve Belanger made a motion to accept the proposal of the PLSC to place an Article in the Warrant for Town Meeting. Gerry Cormier seconded the motion. Motion carries.

Glenn also asked about the other article for \$2,500. He had heard a rumor that this would be looked at again. Rita Sinclair said a motion had been made, and seconded, at the last meeting to have that Article in the Warrant for Town Meeting.

Dave Bolstridge stated that he was at this meeting to answer questions about the budget for the Fire Department. Steve Belanger asked if the department was expecting an increase, to which Dave responded that he was expecting to have equipment repairs, more training, increasing gas prices, and \$4,000 for matching grant funds. The total increase is \$6,600. Dave is worried about fuel costs and feels the department has been fortunate that there have been no fires. He stated that Nashville is contracted with Ashland Fire Department for protection, but the Portage department responds to the calls and arrives before Ashland but has to get Ashland's okay before they can act.

Pat Raymond suggested calling Nashville to ask about their coverage. Rita will contact Jim Beaulier to find out what the arrangements are.

OLD BUSINESS:

1. Portage Hills Country Club Abatement - A memo was distributed to the Selectpersons regarding abatements and their position as assessors. Gerry Cormier had questions regarding the by laws of the snowmobile club and the country club. When the club was set up they were one and the same. Anyone who uses the greens, pays green fees. It's also required that we have to keep it green forever. Pat Raymond asked what that meant. Discussion followed regarding the lease and the problems the country club has had with decreasing membership.

Pat recommended abating taxes on the land. Steve Belanger agrees. Gerry read the letter from Portage Hills Country Club requesting an abatement on taxes and having go to a vote of the Town. Pat will not recommend the article for the Town meeting Warrant. Gerry Cormier stated that since he is a member of the PHCC that he wishes to abstain from voting.

Steve Belanger made motion to abate taxes for the dollar amount assessed on the land at the golf course. Pat Raymond seconded the motion. Vote: 2 for, 1 abstained.

Pat directed the town Manager to send a letter to PHCC that the decision of the Selectpersons was to not allow an article requesting an abatement in the Warrant for Town Meeting. Also, if they choose to pursue having an article in the Warrant, it will have to be done by a petition of the voters.

2. PLSC Request Revisited - Covered under Business From Floor.

3. Equipment Repair - The Town Manager gave a brief update on the plow truck repairs. The housing is in and the repairs should be completed by Friday.

4. Irving Meeting/Tuesday, February 24, 04 @ 10 AM - Pat will prepare a list of questions on prices, stumpage, grades etc. Discussion followed on the upcoming meeting.

NEW BUSINESS:

1. Ashland Fees - The Town Manager presented a schedule of fees from the Town of Ashland for ambulance, library, and recreation. The Board reviewed and approved the amounts.

2. 2004 Budget Committee Meeting - The Town Manager reported that a meeting had been scheduled for Thursday, February 19 at 6:30 PM. She apologized for the short notice but the recommendations need to be done before the Town Report can go to print.

SELECTPERSONS CONCERNS:

Pat Raymond - Policy for Winter Sand -Send Cherry Danker a letter thanking her for her efforts and let her know that this has been tabled until after Town Meeting. then Policy will be set for the remainder of the year.

Steve Belanger - Is the ditching on West Road working? The Town Manager replied that Vaughn had to open it up in December when we had rain, otherwise it would have flooded the road. Since then it has been working.


Gerry Cormier - Is there any road work for Hartman for tree harvesting? The Town Manager replied she hadn't heard from anyone since Mr. Caron asked about an easement.

Motion by Steve Belanger to adjourn at 9:45 PM. Second by Gerry Cormier. Motion carries. (Time 2 hrs. 45 min.)

APPROVED:


Pat Raymond


Steve Belanger


Gerry Cormier

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
March 3, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of February 18, 2004

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Equipment Repair - Update
2. Easement Deeds/Carmichael & Sylvester
3. Truck Bids

NEW BUSINESS:

1. CEO Update
2. Request Use of Town Square - PLSC
3. Cemetery Expansion - Property Value
4. Caribou Veterans Cemetery Walkway Stone
5. Warrant for 2004 Town Meeting

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
March 3, 2004
7:00 PM**

The Meeting was called to order at 7:00 PM, by Acting Chairperson, Steve Belanger.

Present: Steve Belanger, Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; and Lewis Cousins, Code Enforcement Officer.

Minutes of the February 18 Selectpersons Meeting were reviewed with questions asked about the motion made by Board to abate the value of the land at the Portage Hills Country Club. Steve Belanger asked if the Town Manager had contacted Nashville Plnt. about fire protection. The Town Manager had done so and found that there is a contract with Ashland. Steve reported on the meeting with Irving on the Stumpage Permit.

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

A motion was made by Gerry Cormier to table business until Lewis Cousins, CEO was heard. Motion seconded by Steve Belanger. Motion carries.

NEW BUSINESS:

1. CEO Update - Lewis Cousins reported on the Land Use Ordinance and the changes made and some made that had to be changed back, such as reducing minimum lot size to 1 acre, but this didn't agree with what the state would require. The ordinance will be presented to the Town again for a vote. It can be done at Town Meeting, but the Board has to approve it to go forward. There will be a public hearing before the Town Meeting.

Buck issue resolved. Mr. Buck submitted a plan and will plant back trees.

Johnson issue resolved. Same as Buck.

Lotisius expansion. (Not Flints camp) It is a legal expansion. They did not exceed the footprint and did not increase by 30%, so DEP sees no problem with it. Gerry asked if there were fines for not having a permit, to which Lewis responded that the permitting fee was doubled.

Cyr issue not resolved. Hebert made a mess. Initially I was going after contractor. The Board decided they wanted the landowner to be the responsible party. The recommended fine was \$500. The Cyr's appealed to the Zoning Board of Appeals and was voted 2 to 1 that no appeal would be granted. The issue came up at a meeting and I understand that Pat Raymond suggested that we shouldn't bother with a fine. Steve Belanger said it was discussed but nothing came of it. Gerry Cormier agreed with Pat that we should not be fining for everything. Lewis agrees for the little things, but really believes that this fine should remain. It was a blatant act just as though a truck load of gravel had been dumped into the lake. Lewis was surprised that the vote of the Appeals Board wasn't unanimous since one is a contractor. Gerry Cormier stated the intent was to not hit the Cyr's in the wallet but to get the contractor. Lewis reported that the Cyr's are

aware of that and already have had problems with the workmanship. DEP is making the contractor attend meetings. It's not finalized. A violation is punishable by a fine. DEP has not made a decision to fine the contractor and property owner.

Steve Belanger stated that Pat was adamant about not fining and stated he would prefer to have a full Board present to make that decision. Lewis responded that if it becomes a court situation between the Cyr's and the contractor, the Cyr's will be able to claim the fine because of poor workmanship. Gerry Cormier said the intent was not to go after the landowner but to get to the contractor through the landowner.

Lewis discussed permits and that initially he was asking for permits for siding, roofing, etc. That changed to only looking at a building permits at \$10. The fee doubled if a permit was not applied for. Steve Belanger stated that the Board had discussed the need to change the fees. A \$10 permit fee for anything that is being built needs to change according to size of the building. Lewis reported that if the Land Use Ordinance is passed that will change. Lewis will put together a fee schedule to present to the Board and will also include "after the fact" permits. Steve and Gerry agree to view this at a full Board meeting.

The Board thanked Lewis for his update and Lewis left the meeting.

Steve returned the meeting to the next item on the agenda. The Treasurer's Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Equipment Repair Update - The Town Manager reported that the plow truck was back. The Ford needed an inspection and a brake job and is at Sullivans. A replacement radiator for the 1980 truck will cost in excess of \$800. Steve Belanger recommended checking on a used radiator as he hates to put more money into an old truck. Gerry Cormier agrees.

2. Easement Deeds/Carmichael & Sylvester - The Board reviewed the easements drawn up by the Towns' attorney, Rick Solman. Letters will be drafted to Mr. Carmichael and Mr. Sylvester to the cost incurred for the easement.

3. Truck Bids - The Town Manager presented copies of the three quotes received on a new truck for the Town. This was tabled until a full Board is present. Gerry Cormier asked about a used truck. The Town Manager responded that would have to be a Board decision.

NEW BUSINESS:

1. CEO Update - Previously done.

2. Request Use of Town Square by PLSC - The Town Manager reported that the Portage Lakers Snowmobile Club had asked permission to use the Town Square to build a snowman as they have done in years past.

A motion was made by Gerry Cormier, and seconded by Steve Belanger, to allow the PLSC to use the Town Square for Spring Fling. Motion carries.

3. Cemetery Expansion & Property Value - The Town Manager reported that she had asked Assessing Agent, Randy Tarr, to research the piece of land between the Municipal Cemetery and Rt. 11 for a value. Randy had presented a value of \$963. Steve Belanger feels that the Town could offer \$1,000 for the piece. Gerry Cormier asked if the Town has a right to eminent domain. The Town Manager has not pursued that approach, but would like the Boards support in making the property owner an offer.

Gerry Cormier made a motion to pursue in the interest of the cemetery expansion and offer \$1,000 to the current owner. Steve Belanger seconded the motion. Motion carries.

4. Caribou Veterans Cemetery Walkway Stone - the Town Manager reported that she had been approached by Mr. Hafford of the Veterans Cemetery Committee to purchase a stone for \$400 to be placed in the walkway of the Caribou Veterans Cemetery. The Town can have lines inscribed on the stone "In Honor of our Veterans..." Steve Belanger is in favor of having this in the Articles for Warrant for Town Meeting.

5. Warrant For 2004 Town Meeting - The Town Manager presented a copy of the Warrant for the Boards review.

Recommendations: Art. 28....leave scholarship out of carry over as it would be confusing to Townspeople. They may think we are doing two \$1,000 appropriations for scholarships. Art. 43....Correct "To see if" and Selectpersons make "No Recommendation". Art 43....Budget Committee voted the same, "No Recommendation". Art 47....Take "new" out of the wording for purchasing a truck.

SELECTPERSONS CONCERNS:

Gerry Cormier on the Portage Hills Country Club history on how it became acquired. The snowmobile club was part of the plan at that time. It was to be a joint effort until the snowmobile club split. then the PHCC took over.


Steve Belanger - None

Rita Sinclair - Request by Fire Department to get diesel fuel from the Town Tank as opposed to paying Coffin's price. It would only be for the Swat Truck which uses between 10 and 20 gallons in a year. this would have to be done during office hours as the tank is locked. Steve and Gerry stated it was okay with them.

A motion was made by Gerry Cormier, and seconded by Steve Belanger, to adjourn. at 9:10 PM. (Time 2 hrs. 10 min.)

APPROVED:


Patrick Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
March 17 , 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of March 3, 2004

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Door Repair Quote
2. Easement Deeds/Carmichael & Sylvester
3. Truck Bids

NEW BUSINESS:

1. Grant For Recreational Areas
2. Grant Writing Workshop, April
3. Emergency Lights for Building
4. Dog Warrant

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

March 17, 2004

7:00 PM

The Meeting was called to order at 7:00 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Katherine Gagnon, Town Clerk.

A motion was made by Gerry Cormier to accept the minutes of the March 3, 2004 meeting as written. Motion seconded by Steve Belanger. Motion carries. Discussion followed on the Cyr violation of the Shoreland Zoning Ordinance. Pat Raymond questions why the Town should go after the property owner if DEP is going after the contractor for the same violation. Gerry Cormier questions if contractor can be barred from the community.

The Treasurers Warrants are reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Door Repair Quote - The Town Manager asked the Board for a decision on the overhead door in the Public Works Garage. Questions were asked regarding problems with door. Steve Belanger stated that if it was a continuing problem it needs to be fixed. Steve made a motion to repair the door as needed. Gerry Cormier seconded the motion. Motion carries.

2. Easement Deeds/Carmichael & Sylvester - The Town Manager presented easement and tax transfer papers, prepared by Attorney Richard Solmon, for signatures that require a notary. The Board signed the papers and Kathy Gagnon notarized them. Both property owners will be coming into the office at a later date to sign the transfer papers.

3. Truck Bids - Copies of the bids received for a plow truck were previously given to the Selectpersons to review. Having done so, Pat Raymond stated that he has spoken with others on trucks and feels that a smaller truck would do the job. Steve Belanger questioned storage for a larger truck and would it be more costly to run. Pat Raymond added that in late spring and early fall heavier trucks break up the road. Gerry Cormier stated that we should check out a second hand vehicle and also a used state truck. Discussion followed on used trucks, weight on truck when loaded. Gerry stated that O'Connors has a big supply of state trucks. Pat Raymond reported that he had looked at some of Ashlands trucks, and feels that we have nice trucks compared to them. He would like to see quotes for a smaller, and also, a used truck.

Corrections made. RMS
4-8-04

NEW BUSINESS:

1. Grant for Recreational Areas - The Town Manager asked that this be tabled until a later date as she has not had time to review it. So done.
2. Grant Writing Workshop, April 2 - The Town Manager requested permission to attend this workshop in Augusta in hopes to acquire some tips on completing successful grant applications. Permission granted.
3. Emergency Lights for Building - The Town Manager reported that the lights are not functioning either because of the bulb, battery, or circuit board. She has priced them through Direct Safety. Steve Belanger stated he would look at the lights and get a catalogue for ordering new lights.
4. Dog Warrant - Selectpersons signatures are required in order to post the Warrant for unlicensed dogs. So done.

SELECTPERSONS CONCERNS:

Pat Raymond - reported that he had spoken with Detective Fuller and found that the state Trooper had reported that the information used for identity theft had come from the post office box in Eagle Lake. He also stated that he spoke with Paul Nason regarding the remarks made at a previous Board meeting.

Steve Belanger - asked about the radiator on 1980 truck. The Town Manager reported that it had been repaired and needed to be picked up.

Pat Raymond questions some of the budget requests as he has compared them to Ashlands. The Fire Department for instance has a budget request of \$31,000 when Ashland has a budget request of \$39,000. Steve Belanger stated that he can see the extra cost of training and fuel. Pat also asked about the budget for Code Enforcement. Portage Lakes is \$7,250 and Ashlands is \$6,400. Pat stated Ashland is a bigger town so why would Portage have to pay more? More discussion followed on these budgets. He also reported that a warrant article for \$25,000 for road improvement for a 10 year period was put into place in 1995 or 1996. It would help if this could be found.

Gerry Cormier - questioned if anyone had taken out copies of the proposed Land Use Ordinance. Rita reported that only one at this time, but she expected more before the Public Hearing is held.

Town Manger, Rita Sinclair, updated the Board on the warrant article for "unanticipated emergencies" was to cover unexpected expenses.

Motion to adjourn at 8:45 PM. (Time 1 hr. 45 min.)

APPROVED:


Patrick Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
AGENDA
ASSESSORS MEETING
and
SELECTPERSONS MEETING
April 7 , 2004
7:00 P.M.**

ASSESSORS MEETING for the Purpose of Revising Lists of Estates Taxable.

SELECTPERSONS MEETING

Call Meeting to Order

Roll Call

Nomination for Chairperson

Approve Minutes of March 17, 2004

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. CEO/Building Permits
2. PLSC Groomer Application
3. Town Meeting Review
4. Forester's Summary

NEW BUSINESS:

1. 2004 Appointments
2. Grader Proposal
3. Fire Department Request
4. Insurance Rates
5. Street Sweeping

SELECTPERSONS CONCERNS:

TOWN MANAGER CONCERNS:

TOWN OF PORTAGE LAKE

**ASSESSORS MEETING
and
SELECTPERSONS MEETING**

**April 7, 2004
7:00 P.M.**

ASSESSORS MEETING: No public present; tabled to have a full Board present.

SELECTPERSONS MEETING:

The meeting was called to order by Selectperson, Pat Raymond.

Present: Pat Raymond and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; Lewis Cousins, Code Enforcement Officer; Sue Beaulier, PLSC Treasurer, and Jen Curran, PLSC Secretary.

Nominations for Chairperson - Tabled until a full Board is present.

A motion was made by Gerry Cormier, and seconded by Pat Raymond, to accept the minutes as presented. Minor corrections to spelling of a word and wording of a sentence need to be changed as noted.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

A motion was made by Gerry Cormier to table business until those present were heard. So moved.

#2 under Old Business - PLSC Groomer Application

Sue Beaulier, PLSC Secretary, presented the application to the Board of Selectpersons. Discussion followed on the Town being the applicant for the loan. Sue reported that she had rates quoted from three different banks and Katahdin Trust was the best choice. The club is also applying for a grant to help with the purchase, but will not know the results until later in the year. The snowmobile club is prepared to pay the amount over the 80,000 and will also pay for costs incurred in the loan application. A letter needs to be sent to the bank including the minutes of the Town Meeting and this meeting. It also needs to state who is to sign papers. The Board of Selectpersons will review and sign the paperwork and send it to the bank.

Pat Raymond asked that a copy of the agreement and the loan requirements be sent to the Towns attorney to review.

#1 under Old Business - CEO/Building Permits

Lewis Cousins reported that the difference between Ashlands and Portage Lakes appropriations was the number of permits issued. Ashland didn't appropriate as much as

Portage Lake because there were more permitting fees to defray the costs associated with the Code Enforcement Account. Portage Lake and Masardis are the only towns that charge \$10 for all permits. Ashland would have taken in \$540 more than Portage with the same number of permits. Mars Hill would have been \$410 more. Lewis stated that was because they use different method to calculate the fees. He continued to explain the different methods of calculating the fees.

Pat Raymond stated that if the property owner is allowed to state the value, they can put anything on it. He would prefer the flat rate fee.

Lewis reported that Mars Hill uses a \$15 base plus \$1 per thousand up to \$100. Commercial permits are \$30 and \$1 per thousand up to \$200.

Gerry Cormier asked if there would be a different fee charged for plumbing permits. Lewis answered that those are set fees per fixture and the ones that take the most time are those in concrete. Pat asked if there were established rates for plumbing, and Lewis said yes.

Lewis continued to explain that other towns have established "after the fact" fees except for Ashland. Usually the fees are doubled.

Pat stated that he wasn't aware there was a demolition permit. In the past, nothing was required. Lewis reported that he has fees from other towns to compare with.

Gerry Cormier feels that someone who builds on the shoreline would have stricter requirements. Lewis stated that everyone is treated the same for inspections, but there is more work for me with violations than inspections. There's also more work on applications for expansions.

Gerry asked about the average minimum. Lewis reported that most fees are based on the following:

0 - 5,000	the permit fee is	\$ 5.00
5,001 - 35,000	the permit fee is	10.00
35,001 - 75,000	the permit fee is	30.00
75,001 - upward	the permit fee is	50.00

Pat and Gerry both feel this would be acceptable. Lewis stated that commercial fees would be higher.

Pat asked questions about fees associated with permits that have to go to the Planning board and possibly the Appeals Board. Lewis replied that there is a cost to have an appeal and the person who wants to use that process should pay, not the town. the appeals process is there for people to use, but it is mostly used to try to get out of a violation. The State Planning Office does not take appeals lightly. Pat also questioned permits for signs and demolition. Lewis responded that the fees for signs have been in place and the demolition permit is to make the assessing agent aware that a structure has been removed.

Gerry Cormier stated that permitting costs should be reflected in the permitting fees, knowing that out of so many permits a certain number will request an appeal.

Pat also had questions of Lewis regarding his time in the winter months and what determines his time in Portage? Lewis responded that he still gets permits to work on, other paperwork and filing. Pat asked Lewis about the time spent at the Planning Board meetings, and if he was "double dipping" by collecting the secretary's stipend and an

hourly wage. Lewis stated that he does get the secretary's stipend but that he types the minutes and agenda's on his own time.

Pat stated the Board wasn't aware of what the Planning board was doing until recently when he started getting the minutes. He stated that he just wanted to know what was going on so when someone asks questions, he will have an answer. Pat also asked if Lewis had any questions. Lewis answered that he was happy with the way things are going. He feels the Board is backing Code Enforcement in Town. He stated he would like to see the Land Use Ordinance a reality.

Pat requested copies of the permitting fees to present to a full Board for review. He thanked Lewis for the update.

The meeting was returned to the agenda.

OLD BUSINESS:

1. Refer to the previous pages.

2. Refer to the previous pages.

3. Town Meeting Review - The Town Manager had questions on the process for the Town Truck and the request for a public hearing. She wanted to be sure she understood that it was an informational meeting only. Pat Raymond has spoken with Brian Bouchard and would like to have Brian Bouchard, or Steve Sullivan, look at the specs for the truck. Brian Bouchard doesn't think the Town should get a big truck as they are hard on the shoulders and are costly. He also recommended getting an automatic as it won't slip on the rear end.

The Town Manager reported that she had spoken with other Municipal officials who use contract services and what their input was. The Board would like something on paper from each Town to present to the public at the hearing. Rita will try to get this information. Gerry Cormier asked to have the cost per mile or average costs for some towns.

Gerry Cormier thought that overall the Town Meeting went well. There was some confusion when there was more than one motion on the floor.

4. Forester's Summary - the Town Manager presented a summary of the work accomplished in 2003 from Laura Audibert, the Town's Forester. Pat asked for copies for the Board to review.

Pat then asked if there was any more old business.

Gerry Cormier suggested lining up the painting for the tennis court.

Pat Raymond said the Hathaway Road needs to be addressed. We need to find a surface for it. Grade it to level, and chip seal to the tracks. To save the road, it should be done now.

Gerry also mentioned the discussion at Town Meeting by Amy Collins on grants for ditching. Pat Raymond suggested using the theory of preventing water from getting

into the lake. Also, the state is claiming a scenic turnout on Fox Hill Road, does that mean they have responsibility there? If they vacated the road, that's one thing; if not, maybe they will fix it. Are there road improvement grants available?

NEW BUSINESS:

1. 2004 Appointments - A motion was made by Gerry Cormier to appointment the following for 2004:

Rita Sinclair -----	Town Manager
	Tax Collector
	Treasurer
	General Assistance Administrator
	Road Commissioner
	Agent for Overseers of the Poor
Katherine Gagnon ----	Town Clerk
	Registrar of Voters
	Election Warden
Lewis Cousins -----	Code Enforcement Officer
	Plumbing Inspector
	Building Inspector
	Health Officer
Joseph Chouinard ----	Animal Control Officer

The motion was seconded by Pat Raymond. Motion carries.

2. Grader Proposal - The Town Manager reported that she had received an offer for \$200 for the old road grader. Pat Raymond stated that the Town had received a prior bid of \$300 and turned it down. For that amount, the Town might as well keep it.

3. Fire Department Request - The Town Manager presented a request from the Fire Department for either a fuel tank, a gas card at Coffins, or a key to Daigle Oil's keylock. The Town manager will call Daigle Oil to get more information.

4. Insurance Rates - The Town Manager shared a copy of an increase in the Towns' building value thereby creating an increase in the insurance premium.

5. Street Sweeping - Mike and Son's Sweeping submitted a proposal for street sweeping. The Town Manager reported that this is the same company that has done the job for the past two years. The quote is the same as last year. A motion was made by Gerry Cormier, seconded by Pat Raymond, to accept Mike & Son's proposal. Motion carries.

SELECTPERSONS CONCERNS:

Gerry Cormier - Inquired about the Pine Tree Zone. There is interest in lower rates for electricity at Maine Woods and the cedar mill which is part of the development sits.

The minutes of the Planning Board Meeting refer to # 2 under Old Business where it states that "Jim met with the Board and discussed the Seaplane base." When did this transpire? The Town Manager looked back in the minutes to find that Gerry was absent from that meeting.

Discussion followed on the legality of the Board having the right to change the lease or if it should have been taken to a vote of the Town.

Pat Raymond - Increases in pay. Employee evaluations for Board review and the Board will conduct a face to face evaluation with the town Manager.


Rita Sinclair - Selectpersons signatures required for CDBG paperwork. So done.

Value increases on lakefront property. The office has received several calls in regards to the increases.

Meeting adjourned at 9:50 P.M. (Time 2 hrs. 50 min.)

APPROVED:


Pat Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
AGENDA
ASSESSORS MEETING
and
SELECTPERSONS MEETING
April 21, 2004
7:00 P.M.**

ASSESSORS MEETING

Call Meeting To Order

Review Personal Property Information

SELECTPERSONS MEETING

Call Meeting to Order

Roll Call

Nominations for Chairperson

Approve Minutes of April 7, 2004 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. PLSC Groomer Agreement
2. CEO Schedule of Fees
3. Hathaway Road/Fox Hill/West Road

NEW BUSINESS:

1. Transfer Station Addition
2. Appoint Ballot Clerks
3. Tax Abatement
4. Managers Absence
5. Employee Evaluations - Executive Session

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
ASSESSORS MEETING
and
SELECTPERSONS MEETING
April 21, 2004
7:00 P.M.**

ASSESSORS MEETING

Present: Pat Raymond, Gerry Cormier, and Steve Belanger, Board of Assessors; Rita Sinclair, Town Manager.

The Town Manager presented a letter from Laurel Theriault regarding his personal property list and his protest to include his tractor as personal property. The Town Manager explained that when Mr. Theriault was in the office, she had explained that he would have to include it in his personal property or pay excise tax on it. Mr. Theriault doesn't feel that this piece of equipment is part of his business. After much discussion, the Board of Assessors decided that since Bo does advertise for rototilling, and does some plowing, that he should be treated the same as everyone else. He can either excise the tractor or pay personal property tax on it. The Town Manager will let him know of their decision. Also, contact Jim Dumond about his tractor.

This meeting adjourned and the Board proceeded with the Selectpersons Meeting.

SELECTPERSONS MEETING:

Pat Raymond, acting Chairperson called the meeting to order at 7:15 P.M. Pat asked for nominations for Chairperson. Steve Belanger nominated Pat Raymond, and Gerry Cormier seconded the nomination. No further nominations were made. Pat Raymond is appointed Chairperson for the Board of Selectpersons.

The Selectpersons reviewed the minutes of the April 7, 2004 meeting. Gerry Cormier asked for clarifications to #1 under **OLD BUSINESS**. Pat Raymond wanted his question about double dipping to be included. Pat asked the Board for their input on the way fees are paid to the CEO for Planning Board Secretary and his hourly rate. Steve Belanger believes that he should get the Secretary fees, but not an hourly rate. Steve asked if the Planning Board was aware that Lewis is getting an hourly rate? We don't want the Planning Board having Lewis there if it's not required. There may be a savings there. Gerry stated that it is still double dipping. Steve stated that if he has business as CEO that's one thing.

Gerry Cormier made a motion to accept the minutes with changes. Steve Belanger seconded the motion. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. PLSC Groomer Agreement - The Selectpersons read and approved the draft for the agreement between the Town and the Portage Lakers Snowmobile Club for the trail groomer.
2. CEO Schedule of Fees - The Town Manager presented a fee schedule prepared by CEO, Lewis Cousins, to the Board for review. Pat Raymond stated he had no problems with Residential Use fees as listed. Steve Belanger questioned the Certificate of Occupancy. Gerry Cormier questioned the "After the Fact" fees. Pat Raymond feels that it should be the granted right of an individual to appeal a decision of the Planning Board. Gerry stated that one should have the right to a fair hearing. After more discussion the Board decided to strike # 5, 6, 7, and 9. Gerry Cormier asked "What constitutes an Automobile Graveyard?" The Town Manager will relay this information to the CEO for changes.
3. Hathaway/Fox Hill/West Roads - The Town Manager asked if the Board had decided if the Hathaway Road was finished. Pat Raymond asked the Selectpersons if they wanted to leave it as is, or do we surface. Steve Belanger stated he would rather do it now rather than wait. He and Pat feel that chip sealing should be tried. Rita reported that she had contacted Aroostook Asphalt Applicators (AAA) to get estimates for the Hathaway and Fox Hill Roads. Fox Hill might be ideal for reclaiming and then chip sealing. Gerry Cormier asked the Town Manager if she had come up with anything on West Road. Pat agreed that we need to act on this. He asked that AAA look at West Road to see what can be done. Check out anything that stresses water quality. Pat asked about the roads that were done last year. Gerry reported that the pavement on Stockford had cracked and dropped at the end of the road. The Town Manager stated she had noticed this and believed it was due to the road base.

Pat asked if there was any other Old Business. Gerry asked about the tennis court painting. Rita is waiting for Mr. Jackson to get back to her. Gerry also asked about the basket ball court. Rita explained that the grant requires an inspection of the site and an estimate for work to be done. She's not sure what will happen with grant money since the project has already been started.

NEW BUSINESS:

1. Transfer Station Addition - The Town Manager reported that she had attended an Aroostook County Public Works Meeting where information was presented on uses for crushed glass. DEP asked if the Town would be interested in a grant for a glass crusher. The crushed glass can be stored, handles well, and can be used under culverts, and, in some situations, under pavement. This is all part of a larger plan to recycle glass, and it could be done at the Transfer Station. Rita also reported that she has not had the opportunity to price a building for the Transfer Station.

2. Appoint Ballot Clerks - A list of ballot clerk names was presented to the Selectpersons. A motion was made and seconded to approve those listed as ballot clerks. Motion carries.

3. Tax Abatement - An abatement is required for taxes billed to the former owner. An inter-family exchange was made and the Town did not receive a transfer. Taxes for 2003 were billed to the "owner of record". It was recently found that parcel should have been included in the abutting owners bill. The Board approved and signed the abatement.

4. Managers Absence - The Town Manager reported that she will be out of the office April 26, 27, and 28. On the 27th she will be attending a refresher course for Drug and Alcohol Awareness for the Town. She is scheduled for medical tests on the other two days.

5. Employee Evaluations - Executive Session --Moved to end of meeting.

SELECTPERSONS CONCERNS:

Gerry Cormier asked about the Pine Tree Zone and what needs to be done. Rita reported that she was trying to get everything together to turn in.

Pat Raymond reported that he had attended a show and picked up a booklet from the NMDC booth. He wanted to know why there was no mention of Portage Lake. John Robertson, John Maples III, and Portage Hills Country Club were mentioned. A few others were found, but nothing significant. The Town Manager will contact Mike Eisensmith for information.

5. Employee Evaluations - A motion was made by Gerry Cormier to go into Executive Session to discuss employee evaluations. Motion seconded by Steve Belanger. Motion carries. Time 8:35 PM.

The Board of Selectpersons came out of Executive Session at 9:30 PM. A motion was made by Gerry Cormier to approve the 3% wage increases. Motion seconded by Steve Belanger. Motion carries.

The meeting was adjourned at 9:40 PM. (Time 2 hrs. 40 min.)

APPROVED:


Pat Raymond, Chairperson


Gerry Cormier, Selectperson

Steve Belanger, Selectperson

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
May 5, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of April 21, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Truck Purchase
2. Tennis Court/Painting/Posts/Nets
3. Basket Ball court
4. PLSC Groomer Loan
5. Roads-Fox Hill- West
6. Tree Farm Signs
7. Electrical Outlets- Steve
8. Emergency Lights For Building
9. Transfer Station
10. Street Sweeping

NEW BUSINESS:

1. Grader Bid
2. Tables for Town Hall
3. Roadside Mowing
4. Land Use/Building Codes
5. Portage Hills CC Liquor License

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
May 5, 2004
7:00 P.M.**

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

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

A motion was made by Steve Belanger, and seconded by Gerry Cormier, to accept the minutes of the April 21, 2004 meeting as written.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Truck Purchase - No action taken since last meeting. The Town Manager reported that she is still trying to get information from other Towns for contract services. What information I have is from Limerick. They have 12 miles of roads and contract at \$2,125 per mile of road, plus the Town purchases the sand and salt. Their total is as much as we expend for winter roads and repairs. Rita reported that she had heard that the Town may be able to purchase a truck through the state. She will contact MDOT to get information on purchasing through the state. More discussion followed regarding truck size, storage, and if repairs would be more costly.

2. Tennis Court/Painting/Posts/Nets - The Town Manger reported that she had contacted Bill Jackson for painting and striping the courts. He stated as soon as the temperature stays around 50 degrees at night, he will be able to start this project. Prior to starting the project a cost increase (due to fuel prices) is anticipated. Two nets, and two cranks to tighten the nets, have been purchased. Three caps for the posts were also purchased and now the fourth cap is missing.

3. Basket Ball Court - Waiting for a pre-inspection. Nothing new to report.

4. PLSC Groomer Loan - the Town Manager reported that all the necessary paperwork has been completed and copies are on file.

5. Roads-Fox Hill-West - the Town Manager reported that Aroostook Asphalt Applicators have viewed the projects for this summer, including the Hathaway Road, and will be submitting a proposal. Rita also reported that a piece of the "floating Islands" has broken away and has attached itself to the end of the Hathaway Road. Permission was obtained from DEP to push the mass away from the shore where Jim Fahey and Rich Hoppe seemed to think they could push it away from the boat launch area. This didn't

work, so Mark Russell of DEP will be called to view the problem and make a recommendation. The Town Manager reported that she had talked with Amy Collins about the money left in the 319 Grant. A letter needs to be written to DEP requesting a "change of use" to do ditching instead of a buffer project. Otherwise there isn't any other money available for road work. The road (West) can be viewed better after the sweeping is done. Steve mentioned the pot holes on the Hathaway Road and that they should be taken care of before the road is chip sealed. The road may need to be graded before work is done. Rita will talk with Aroostook Asphalt applicators prior to work being done.

6. Tree Farm Signs - The Town Manager asked the Board for a specific site to erect the sign. She also was under the impression that there was to be an additional sign, or two, to be installed. Gerry and Steve recommended checking with Pat for a specific location.

7. Electrical Outlets - Steve Belanger reported that he had inspected the outlets and the panels in the building. There are not a lot of outlets on one breaker but the breakers are only 15 amps. They may be able to be changed to 20 amps. The panel in the cellar needs to be replaced with a 200 amp panel. There are other boxes that need to be removed to clean it up. The Board recommended various electrical contractors to send letters to requesting bids for services. Steve made a motion to have letters sent out to various electrical contractors requesting bids for the electrical work, including the stove, in the municipal building. Gerry seconded the motion. Motion carries. Steve added that he wants the minutes to note that he will not be submitting a bid in this process.

8. Emergency Lights For Building - The Town Manager requested permission to purchase emergency lights from Home Depot for the municipal building. Discussion regarding where the lights should be placed and how many are needed followed. Steve Belanger made a motion to allow Rita to purchase five emergency lights at Home Depot. Gerry Cormier seconded the motion. Motion carries.

9. Transfer Station - The Town Manager reported that DEP has provided some information on glass crushing and uses for the glass once it is crushed. The 6 paddle crusher is powered by electricity. We don't have to have it at the transfer station. Steve stated that it would be difficult to move the container once it is full of glass. A building is still a consideration for the Transfer Station. Electricity could be hooked up to the building and have an area nearby to do the crushing. Presque Isle has one and Rita would like to see it in operation before the town proceeds with this project.

10. Street Sweeping - Mike & Son's Power Sweeping will be available next to start sweeping the streets.

NEW BUSINESS:

1. Grader Bid - Only one bid was received for the grader. That was from Richard Jimmo in the amount of \$225. After discussion the Board decided to table this item until their next meeting.

2. Tables for Town Hall - The Town Manager reported that some of the tables in the municipal building are in very poor condition. She is requesting permission to purchase four tables from Sam's Club to replace the worst ones. The tables are made of polyethylene and are quite sturdy. The cost for 4 tables is less than \$400 and that includes shipping. Steve Belanger made a motion to buy four tables at Sam's Club. Gerry Cormier seconded the motion. Motion carries. Add to motion that the new tables are not loaned out.

3. Roadside Mowing - Nothing to report at this time.

4. Land Use/Building Codes - Lewis Cousins, CEO, unable to attend the meeting. the Town Manager passed out information regarding how insurance ratings are affected by the building codes.

5. Portage Hills CC Liquor License - A letter was submitted along with the Liquor License requesting a waiver for a Public Hearing. A motion was made by Steve Belanger to dispense with the Public Hearing. Motion seconded by Gerry Cormier. Motion carries. The Selectpersons signed the PLCC Liquor License.

SELECTPERSONS CONCERNS:

Rita Sinclair - The Hopper needs work to prevent further rusting. I was unable to find anyone with the equipment to do this work. Steve Belanger recommended contacting Chuck Driscoll of Driscoll's Diesel for this service.

Scenic Turnout on Fox Hill - The state vacated the road in 1986 and has included this in our funding since then. Gerry recommended bringing this to John Martin's attention as he has always been an advocate for scenic highways. Also try contacting Troy Jackson for the same reason.

The Town Manager requested permission to go to an Assessing Seminar in Presque Isle on Friday the 14th. Steve made a motion that the Town Manager should attend this seminar. Gerry seconded the motion. Motion carries.

Motion to adjourn at 8:45 P.M. (Time 1 hr. 45 min.)

APPROVED:


Pat Raymond


Gerry Cormier

Steve Belanger

town of portage lake

From: "Porter, Ron" <Ron.Porter@maine.gov>
To: "Bubar, Brent" <Brent.Bubar@maine.gov>; "Hutchinson, Fred" <Fred.Hutchinson@maine.gov>;
"Washburn, Joe" <Joe.Washburn@maine.gov>
Cc: <townpolk@ainop.com>
Sent: Friday, April 23, 2004 8:40 AM
Subject: RE: Town Way 1077, Fox Hill Road, Portage Lake

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

This old location of Route 11 (Fox Hill Road) became the responsibility of the town, pursuant to MRSA 23 section 651, when the new location was opened for travel, as shown on MDOT Right of Way Map, File, No. 2-364, dated 1985.

From: Bubar, Brent
Sent: Thursday, April 22, 2004 4:04 PM
To: Hutchinson, Fred; Porter, Ron; Washburn, Joe
Cc: Rita Sinclair (townpolk@ainop.com)
Subject: Town Way 1077, Fox Hill Road, Portage Lake

The Town Manager of Portage Lake, Rita Sinclair, just called with some questions about the subject road. She was wondering when this got turned over to the town. She was also wondering if it had been turned over to the town, but I have consulted the road inventory and have found it to be a town way as shown above.

Rita,
Were there any other questions?

Brent S. Bubar
Region Engineer, Northern Region
The Crown of Maine
Phone 207 764 2060
Pager 207 768 2208
Fax 207 764 2030

04/23/2004

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
May 19, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of May 5, 2004 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. CEO Schedule of Fees
2. Planning Board Response
3. Hathaway Road/Fox Hill/West Road
4. Tennis & Basket Ball Court
5. Tree Farm Signs
6. Electrical Work
7. Street Sweeping
8. Truck Purchase
9. Tables for Town Hall
10. Pine Tree Zone
11. Grader Bids

NEW BUSINESS:

1. Land Management/Laura Audibert
2. Transfer Station Storage Building
3. Roadside Mowing - Ken's Mowing
4. Scholarship Application

OTHER:

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
May 19, 2004**

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

Present: Pat Raymond, Chairperson; Gerry Cormier, Selectperson; Rita Sinclair, Town Manager; Lewis Cousins, CEO, Barb Pitcairn and Bonnie Condon, Planning Board Chair and member; Harry Hafford, Maine Veterans Cemetery.

A motion was made by Gerry Cormier to take Business From Floor first. Motion seconded by Pat Raymond. Motion carries.

BUSINESS FROM FLOOR: Harry Hafford, on behalf of the Maine Veterans Cemetery of Caribou, requested to use the \$400, appropriated at the annual Town Meeting for a walkway stone, in the Remembrance Park for MIA Veterans. Pat Raymond stated that this would require a vote at a town meeting. Rita Sinclair agreed, stating it would require an article to ask voters to change the use of the money appropriated. Harry reported that funding is only for burials. He thanked the Board of Selectpersons for their time and left the meeting.

The Board moved on to #2 under **OLD BUSINESS**.

2. Planning Board Response - The Town Manager presented a letter from Jim Holmes, Chair of the Planning Board, responding to her letter questioning the CEO being at the Planning Board Meetings and his position as Secretary.

Lewis asked if it would be possible to look at the Fees Schedule first. The Board agreed and moved to #1 under **OLD BUSINESS**.

1. CEO Schedule of Fees - Lewis Cousins presented an updated schedule of fees for the Selectpersons to review. He reported that he had struck 3 items at the Boards request. He stated that Public Meetings and Board of Appeals fees really need to stay. Lewis agreed that every person has a right to appeal, but it could be costly to the Town as advertising is expensive. The Planning Board has discussed this and fees their budget is too tight to cover these costs. Pat Raymond asked why a person should have to pay again? If a variance is requested, and it is because the individual doesn't like the decision of the Planning Board, there are costs involved. Pat stated he doesn't feel that it is right to put the burden on the property owner. Barb Pitcairn stated that she didn't think the town should have to bear the burden of expense. Gerry Cormier remarked that he thought the Board had agreed that the permitting fees were to cover the costs associated with appeals.

Discussion followed regarding the fees and how portions of the permitting fees should be set aside for costs associated with appeals. Lewis Cousins reported that he wanted to make the Board aware of his thoughts and the Planning Boards' agreement. Pat stated that he feels the fees have been adjusted so they should cover costs incurred. He doesn't believe that the property should have to bear the burden of the expense. Pat

asked for the definition of "new and used permit". Lewis reported that the Planning Board had removed "yard sale" from that definition.

Gerry Cormier made a motion to accept the Schedule Fee for Charges and Expenses of Section 19 of the proposed Land Use Ordinance. Pat Raymond seconded the motion. Motion carries.

The Board returned to #2, Planning Board Response.

Pat Raymond reported that Jim Holmes had submitted a resignation from the Planning Board and it is effective immediately. Gerry Cormier made a motion to accept Jim's resignation. Seconded by Pat Raymond. Motion carries.

The Board asked if they had enough members to make a quorum. The response was "if everyone attend". The next meeting will be the Public Hearing on the Land Use Ordinance on June 3. Rita responded that the Town is having a Public Hearing for the Pine Tree Zone with a Special Town Meeting to follow on Thursday, June 3. Barb Pitcairn thought the Town Meeting was scheduled for the 8th after voting for Primary. Rita asked if the Planning Board had posted their Public Hearing? Lewis responded that it was posted early that day. Pat asked is the Planning Board was planning on voting on the Land Use Ordinance on the 8th. Bonnie Condon answered in the affirmative.

Pat asked if there was anything else with the Planning Board. Lewis stated that the Secretaries position was brought up and there were no volunteers. Pat reported that questions had come up with the CEO double-dipping as Secretary. Bonnie and Barb explained that Lewis's presence is required at the Planning Board's meetings. Pat asked if Lewis was charging for CEO while he was taking minutes for the Planning Board. Lewis answered that he was CEO as long as he was required to attend the Planning Board meetings. More discussion followed relating to the secretaries duties and how involved the CEO is during the meeting. Gerry stated that if someone were to ask him if the CEO was double dipping, he would ask if they wanted to be secretary. Pat stated that the Board needs to understand how the Planning Board works. Bonnie Condon stated that if Lewis were unable to attend a meeting that someone else would take notes of the minutes. Pat asked if the Planning Board requested that Lewis be at the meetings. Bonnie answered that they did.

Pat asked if there were any other concerns. Lewis reported that the Planning Board has a final draft of the Land Use Ordinance and they did address all concerns that were raised at the last public hearing. Pat asked is it would have to be sent to the state. Lewis responded that it did not because the state no longer reviews them. There were seven different departments that reviewed the proposed ordinances and the process took far to long to get the information back to the communities.

The members of the Planning Board thanked the Board of Selectpersons for their time and left the meeting.

Gerry Cormier made a motion to approve the minutes of the May 5th meeting. Motion seconded by Pat Raymond. Motion carries.

Treasurers Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. & 2. Previously done.

3. Hathaway Road/Fox Hill/West Road - The Town Manager reported that she had received an estimate from Aroostook Asphalt Applicators for chip sealing Hathaway, Fox Hill, and West Roads. The estimate for the Hathaway Road was \$11,500 to double chip seal. Fox Hill Road's estimate to reclaim and grade was \$14,000 and to double chip seal, an additional \$17,000. The estimate for West Road to reclaim an area 1100 feet by 10 feet was \$1,900. She also received a telephone call from them that same day telling of another possible way of repairing Fox Hill Road for less cost. She advised that she would need something in writing from them to present to the Board for their decision. This will be in the mail later this week. Pat Raymond requested the Town Manager call John Martin and Troy Jackson to see if there is any assistance available for Fox Hill Road since the state still advertises the scenic turnout. He stated any agency should be contacted that might have funds available to assist in road repair, especially where clean water is a concern. Gerry Cormier stated that DEP's engineer should also be contacted for input on West Road. There should be a more creative way of diverting the water from the ditch. Pat stated that there should be some assistance available to the Town for that area. Maybe DEP will have some ideas of what to do. Rita has contacted Kathy Hoppe to ask if there are funds available for ditching to preserve water quality. Kathy did say that a site change may be able to be done to allow some funds to help with the ditching process on West Road.

A motion was made by Gerry Cormier to accept Aroostook Asphalt Applicators quote of \$11,500 for double chip sealing the Hathaway Road. Motion seconded by Pat Raymond. Motion carries.

4. Tennis and Basket Ball Court - A pre-grant application inspection has been scheduled.

5. Tree Farm Signs - Pat Raymond said that originally the sign was to be placed by the Irving garage on the Fish Lake Road. That really isn't a good location, so my recommendation would be at the campground and the School Lot. Tim will be getting another sign in the near future. Gerry Cormier made a motion to place the Tree Farm Signs at the campground and the School Lot. Motion seconded by Pat Raymond. Motion carries. Pat asked if there was a problem on the School Lot. The Town Manager reported that there were complaints of dumping on the School Lot. Forestry has looked at the area and suggested that signs be put up. The Board recommended blocking the roadway with logs or whatever will prevent vehicles from going in there.

6. Electrical Work - Letters requesting bids for electrical work have been sent to six contractors, reported the Town Manager. One letter came back as being undeliverable. The bids are to be opened at the next meeting. Discussion followed on the repair work for the stairs.

7. Street Sweeping - Sweeping has been completed.

8. Truck Purchase - Nothing new to report. Pat asked, "Should we go to print requesting bids for Contract Services?" Gerry agrees. We should state "seeking exploratory information on Contract Services for snow removal." The Town Manager will write an ad for the Boards approval.

9. Tables For Town Hall - Nothing to report.

10. Pine Tree Zone - The Town Manager reported that not one of the businesses in the industrial area had contacted her in regards to the PTZ. She is unaware of what, besides reduced electrical rates, that the mills are interested in. There are areas that would benefit the mills beyond electricity. Pat Raymond mentioned that the track spur could be expanded. A Public Hearing will be scheduled for June 3 with, if possible, a Special Town Meeting to follow to vote on adopting the PTZ proposed plan.

11. Grader Bids - Only one bid was received and that was from Richard Jimmo for \$225. This item was tabled until all Board members are present.

NEW BUSINESS:

1. Laura Audibert - The Town Manager reported that Laura was unable to attend this meeting, but would be at the June 2 meeting.

2. Transfer Station Storage Building - The Town Manager presented information on the Amish sheds. Pat asked for the purpose for the building. Rita said it would be for storage for a few tools and a place for the attendant to be out of his vehicle. Pat stated that in the past there were buildings and they were never taken care of. The last building cost the Town a lot of money by the time it was repaired and had electricity hooked up. This would also be an ideal place for a glass crusher. She also reported that there are grants available if the Town is interested in a glass crusher. The product is storable, handled easily, and has several uses, one of which is a base for laying culverts. The building would have to be large enough to accommodate the crusher and have access to remove the drums once they are full. Pat asked how big this crusher is. Rita said she was unsure, but was told she could see the one Presque Isle has. Pat asked how the recycling would affect our rates with Tri Community. Would it reduce the rates for tipping fees? Would there be a benefit to the Town for doing this? Rita will call Jim Nadeau to try to get some answers.

3. Roadside Mowing - Ken's Mowing - Rita has talked with Ken and if we increase his rate by \$1.50 per hour we will have his rates for this year. The mowing is to be done in late July or early August. Rita will Fax him a copy of the invoice and will have a quote for the next meeting.

4. Scholarship Application - The only application received is that of Desirae Belanger.

OTHER:


Pat Raymond noticed the Fire Department boat is at Joe Fredericks. Does anyone know what is wrong? The Town Manager will find out.

SELECTPERSONS CONCERNS: None

Motion to adjourn at 9:05 P.M. (Time 2 hrs. 5 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
June 2, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of May 19, 2004 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Hathaway Road/Fox Hill/West Road
2. Tennis & Basket Ball Court
3. Tree Farm Signs
4. Electrical Work
5. Pine Tree Zone
6. Hathaway Road Landing
7. Grader Bids
8. Truck Purchase

NEW BUSINESS:

1. Land Management/Laura Audibert
2. Transfer Station Storage Building
3. Scholarship Application

OTHER:

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

June 2, 2004

7:00 P.M.

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Laura Audibert, Town Forester; Mr. & Mrs. Richard Farley, residents; Norman St. Peter, property owner; and Rita Sinclair, Town Manager.

A motion was made by Gerry Cormier and seconded by Steve Belanger to table all business until BUSINESS FROM FLOOR was completed. Motion carries.

BUSINESS FROM FLOOR:

Mr. & Mrs. Richard Farley, now residents of Portage Lake, are requesting an easement for a septic system across the road from their camp. Pat Raymond said that if an easement is granted that all expenses incurred would be that of the property owner. Mr. Farley said that he already has a line across the road. Pat stated that an appropriate design and permits are needed. The Farleys would like to know that an easement is available should they ever decide to sell. Pat stated that easements are not granted in advance for guarantees for sales. The Farleys thanked the Board for their time and left the meeting.

Norman St. Peter approached the Board of Selectpersons and commended the Town for the signs (street) put up. He believes that the sign "Airport Ave" is in error. He would like the sign to be changed to "Allen St. Peter Memorial Airport Ave" as the hangar is named that. Mr. St. Peter is willing to pay for the sign. He wants it to reflect the name of the airport as it is on the FAA directory for airports. Gerry Cormier asked if this could be done and how does it go about getting changed? The Town Manager responded that it is done through a form submitted to GIS for a change. Pat does not want to open a can of worms. He stated that initially we had to stay away from personal names. Gerry remarked that he doesn't see a problem with it as it should reflect the name of the airport.

A motion was made by Steve Belanger, and seconded by Gerry Cormier, to change the name to Allen St. Peter Memorial Airport Avenue. Motion carries.

#1. NEW BUSINESS:

1. Land Management/Laura Audibert - Laura presented 2 handouts relating to 2004 Land Management Practices and pre-commercial thinning. The agreement was for Irving and the Town to set aside 50% for silvaculture activities. The Town is getting \$185 per acre. Portage owns 50%; their total is \$11,417.34 and is equivalent to 62 acres. Irving is paying \$5,209.34 and that is the equivalent to 28 acres. Pat Raymond asked

what Laura was planning on doing. Laura responded 90 acres. Pat asked if the total cost is \$16,626.68, why isn't Portage paying \$8,313.34? That would be 50%. Portage shouldn't be paying P & C's (Prentiss & Carlisle's) share. Irving stated that they would take care of it. In the management plan we agreed to pay 50% and at this point we would be picking up P & C's share.

Laura Audibert reported that they are willing to split the 15% of P & C's share, which would be about 7.5%. Pat stated that the Town never agreed to paying P & C's share. He went on to add that we did not mind paying the Town's fair share, but not P & C's. Steve Belanger stated that P & C is getting all their revenue and not paying for anything, roads, thinning, etc. Laura said that the money is to come out of what the town took in and agreed to put back into the ground. Steve would agree to that if Irving was paying 50% as well. Pat stated that it shouldn't be pro-rated so that the Town pays P&C's share. The Town should meet with Irving and maybe put it into the paper (news) that P & C won't practice what they preach. If they want to be part of the program they should take responsibility.

Laura stated that if the Town was expecting P & C's share to be paid by someone else, it may be cut back to nothing. Pat doesn't believe that it is fair for them to collect and not pay their share. He will not support that.

Laura isn't sure who the most appropriate person is to contact. She stated that her big concern is if this activity stops it will stop the program. Pat asked if it would hurt to go in that direction? Laura said as long as it's not dragged out. Steve Belanger said that it isn't just the Board, it's the whole Town. Laura said that we were not asking you to spend more than you earned.

Gerry asked if, in order to move forward, we would have to pay the \$11,417.34 now? Discussion followed on the possibilities of what could be done. Pat asked what it would cost to buy them out? Laura stated that they would not sell. Pat then asked what it would take to set up a meeting. Laura said that she would try. More discussion followed on philosophy in the woods, fairness of costs paid by others and not P & C, and meeting with both Irving and P & C. Pat informed Laura of a meeting that the Town had with Ked and Jim which seemed beneficial.

Laura brought up the subject of blocking roads with rocks. The ledge pit needs to be blocked off at the gate house, at the ledge pit, and the picnic site. A new road was built by the Ski-doo trail and Laura would like to block it off to make an ATV/Mountain biking trail. Pat likes the idea. Steve agrees and believes it would keep people from dumping. Laura reported that she has asked Irving to fix the road behind the picnic/camping area. It needs drainage.

The Board thanked Laura for the update and she left the meeting.

The meeting was returned to the order of the agenda.

A motion was made by Steve Belanger to dispense with the minutes until the next meeting. Gerry Cormier seconded the motion. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. Hathaway Road/Fox Hill/West Road - A quote for \$19,300 from Aroostook Asphalt Applicators for shimming and chip sealing Fox Hill Road was reviewed by the Board of Selectpersons. Discussion followed on chip sealing over pavement. The Town Manager will contact the contractor to get more information on this process. The Board tabled this item until the next meeting when a decision will be made on Fox Hill Road.

Gerry Cormier asked about the Hathaway Road. Discussion followed on the floating island that has attached itself to the end of the Hathaway Road, blocking the roadway. Rita has talked with Mark Russell of DEP and he has said a Permit by Rule is not required as it would be considered maintenance. Pat will talk to Danny about possibly volunteering services to work with Public Works to get this taken care of.

2. Tennis & Basket Ball Courts - Nothing new to report.

3. Tree Farm Signs - One is to be installed at the campground. Pat reported that we should be receiving the other sign soon.

4. Electrical Work - Three bids for electrical work at the Municipal building were received. The bids were: Underwood Electric, \$1,650; J.M. Electric, \$1,100; and R.L. Todd & Son, Inc., \$1,963. After discussion a motion was made by Steve Belanger to accept the bid of J.M. Electric. Gerry Cormier stated that he was not comfortable with the bid from R.L. Todd including work for a dryer receptacle and a 100 amp panel.. Gerry will refrain from voting. Steve withdrew his motion and requested that the Town Manager contact R.L. Todd to ask about 100 amp panel and dryer receptacle; and contact Underwood Electric to ask exactly what the bid includes. A motion was made and seconded to table this item until the next meeting.

5. Pine Tree Zone - The Town Manager reported that NMDC has not returned her call about the Public Hearing on June 3. Dave Spooner was scheduled to attend to answer any questions that might come up. She will contact the Board if the Hearing is canceled.

6. Hathaway Road Landing - Discussed under #1.

7. Grader Bids - The Town Manager reported that the interested parties were contacted. The Board voted unanimously to reject all bids.

8. Truck Purchase - The Town Manager has nothing new to report. there has been no other responses from other towns who have contract services for winter roads. The Board would like to conduct an exploratory bid to local contractors, namely Shamrock Con., Portage Con., Rafford Trucking, and Bouchard & Sons. The Town will provide sand, salt, and the storage for winter sand. The contractor must have 24 hour availability.

NEW BUSINESS:

1. Land Management/Laura Audibert - See pages 1 & 2.
2. Transfer Station Storage Building - The Town Manager presented pictures of Presque Isle's glass crusher and explained to the Board how it works. Pat asked if we would save by reducing our tonnage. Steve feels that NMSWA should buy a glass crusher for each town. Pat stated that a decision needs to be made as to what we are going to use this building for. Rita stated that if the Town takes Household Hazardous Waste the building will have to be large enough to hold 8 foot boxes for fluorescent lights. Rita will contact Jim Nadeau to get information on HHW and ask if there is any assistance available for a building. The board tabled this item until more information is available.
3. Scholarship Application - The Town Manager reported that Desirae Belanger was the only applicant for the scholarship. Steve will make the presentation on behalf of the Town.

OTHER:

Maps will have to be examined for easements for septic systems.

Rita presented an estimate from Bernie Maples for replacing the steps on the stage. Gerry Cormier moved to accept Bernie Maples estimate. The motion was seconded by Steve Belanger. Motion carries.

Rita also presented a quote from Ken's Mowing Service which includes his fuel adjustment. A motion was made by Gerry Cormier, and seconded by Steve Belanger, to accept Ken's quote. Motion carries.

The Town Manager presented an insurance invoice to the Board from Maine Municipal Association regarding increases in the building value. Rates will increase this year.

SELECTPERSONS CONCERNS:

Gerry Cormier - Would like an update from the School board members at the next meeting. An updated pupil roster for 2004 would be appreciated.

Pat Raymond asked what the ATV Club had planned for the summer. Rita will check with Glenn to see. She the Lake Association had asked about activities over July 4th.

Pat asked that the sign north of Town be maintained. Also that the Seaplane Base dock be checked for a missing panel and a bent frame.


The Town Manager asked for Board approval to purchase a new typewriter for the office. There are problems with the one that has been there prior to Kathy Gagnon being hired, about seven years ago. Approval granted.

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

APPROVED:



Pat Raymond



Gerry Cormier

Steve Belanger

DATE: June 23, 2004

MEMO TO: SELECTPERSONS

FROM: Rita Sinclair, Town Manager

Enclosed are copies of the Planning Board minutes, Small Communities Grant award, June 2 Selectpersons Meeting minutes, and a tentative meeting schedule for the next quarter. The owners of Aroostook Asphalt Applicators stopped by this morning with a correction to the quote submitted for shim and chip seal on the Fox Hill road. A copy of this is also included.

Please contact me if you have any questions or concerns.

REMINDERS:

The area in back of the municipal building is dry enough for the equipment to move on. It would be a good time to redo the drainage ditch in order to reduce the runoff that we have experienced in the past few years. Please take a look at this area as this project should be completed soon.

Also, Danny Higgins offered the "Old Town Hall" back to the Town for the assessed value. Perhaps it can be used for storage for the Fire Department, cleaned and rented out for various occasions, or apply for a Historical Preservation Grant to preserve a landmark. Several weeks have passed since this offer was made and the Board hasn't had the opportunity to look at the building. Please let me know when you would be available to do a walk through. Perhaps one of our meetings could be scheduled for 6 rather than 7 p.m., or a "workshop" could be called and then this would be discussed and voted on at the next regular Selectpersons Meeting. Either way, let me know.

Thank you for the hours and the effort each of you invest in this community.

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
June 16, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of May 19, & June 2, 2004 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Hathaway/Fox Hill/West Roads
3. Electrical Work
4. Stair Reconstruction
5. Pine Tree Zone
6. Tree Farm Signs
7. Transfer Station Building
8. Truck Purchase
9. Tables for Town Hall
10. Tennis & Basket Ball Court

NEW BUSINESS:

1. MSAD #32 Warrant
2. School Board Update - Gerri Condon
3. ATV Update
4. Vacation Schedule
5. Managers Absence - Possible Executive Session

OTHER:

1. Resident Request

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

June 16, 2004

7:00 PM

The meeting was called to order at 7:00 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Jim May, Prentiss & Carlisle Rep.; and Gerri Condon, School Board Rep. for Portage Lake.

A motion was made by Gerry Cormier to hold all business until after those present have spoken. Motion seconded by Steve Belanger. Motion carries.

NEW BUSINESS:

2. School Board Update - Gerri Condon reported that the budget was going well. There may possibly be a new school in the near future. The school has been declared one of the worst (structurally) in the system. It ranks in the top 20 for replacement. Gerry Cormier asked for a total number of students for Portage Lake. Gerri said there would be some changes due to retirements. Eugene Bradbury will be the new Principal and Athletic Director. She reported that there would be two more meetings on the budget. There have been no major repairs and there is a carryover from last year. The Board of Selectpersons thanked Gerri for the update.

OLD BUSINESS:

1. Easement for Carmichael and Sylvester - Jim May, Representative of Prentiss and Carlisle brought to the Board and Managers attention that the easement granted by the Town was on joint owned land. Pat Raymond wishes to take care of this unfortunate situation now and possibly discuss further purchase at a later date. The Town may want to look at buying out P & C and Irving on that strip of land for future easements for septic systems. Pat Raymond apologized for the trespass as did Rita Sinclair, Town Manager. Pat asked that Jim discuss this situation with his superiors to find out what they would consider "Fair Market Value".

Jim stated it was hard to come up with a value because it was hard to find an area that would be comparable to this. Pat stated that it would have to go to Town Meeting for a purchase. After much discussion on the area, Pat asked Jim what he would like to see out of this. Jim said he wouldn't know until he has discussed it his superiors.

The Board of Selectpersons suggested that the Town Manager call Blackstone Surveyors to see how far back this lot goes. Contact Laura Audibert to see what the value of this land is. Contact DEP to check on funds for purchasing land for septic systems. This will have to go to Town Meeting for purchase. Also contact others requesting an easement to let them know of scenario.

The meeting was returned to the order of the Agenda.

A motion was made by Steve Belanger to approve the minutes of the May 19 meeting. Motion seconded by Gerry Cormier. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easement - Previously done.
2. Hathaway/Fox Hill/West Roads - The Town Manager reported that Aroostook Asphalt Applicators has had to increase the quote in their bid. They calculated the road at 20 feet wide, but it is actually 22 feet wide. This increases their bid by \$1,100. Pat asked the Board if they wished to proceed. Steve Belanger made a motion to accept the revised quote of \$20,400 to chip seal Fox Hill Road. Gerry Cormier seconded the motion. Motion carries.
3. Electrical Work - Specs were sent out to those who had submitted a bid.
4. Stair Reconstruction - As soon as the treads arrive, Bernie Maples will start the work.
5. Pine Tree Zone - The Town Manager reported that no one showed up for the Public Hearing. Pat Raymond reported he had spoken with Larry Carrier, who has plans to reduce their electric rates with a generator. Gerry Cormier made a motion to prepare an Article for Warrant to accept the Pine Tree Zone proposed plan. Motion seconded by Steve Belanger. Motion carries.
6. Tree Farm Signs - Pat reported that the signs are to be delivered soon.
7. Transfer Station Building - The Town Manager has received no response from Jim Nadeau on tonnage. The glass crusher was discussed. No decision made on a building.
8. Truck Purchase - Nothing to report.
9. Tables for Town Hall - The Town Manager purchased a membership at SAM'S and will be receiving the tables soon.
10. Tennis & Basketball Court - Suggestions made for individuals to assist or write grants are: Jim Beaulier, Linda Berube, Terry Overlock, Rachel Stevens, Diane Michaud, Cherry Danker, Mary Caron. The Town Manager has had no word from Mr. Jackson on stripping the court.

NEW BUSINESS:

1. MSAD #32 Warrant - The Board of Selectpersons reviewed MSAD #32 Warrant. Discussion followed on the increase that Portage Lake would see. The Board of Selectpersons signed the Warrant with Gerry Cormier stating he was signing under protest.
2. School Board Update - Previously done.
3. ATV Update - Postponed.
4. Vacation Schedule - The Town Manager reported that Kathy Gagnon would be out on vacation the first week in July and that she (Rita) would be taking Monday Tuesday and Wednesday of the following week off.
5. Manager Absence - Possible Executive Session - The Town Manager requested to go into Executive Session at 8:50 PM. The Board came out of Executive Session at 9:00 PM. No action taken.

OTHER: 1. Resident Request - The Town Manager reported that Jim Fahey had asked permission to get a few buckets of ledge from the Town Pit. The Board has no problem with this.

SELECTPERSONS CONCERNS:

Gerry Cormier suggested changing the time of the annual Town Meeting as other towns have done. This would be a switch to the school year budgeting period, July 1 to June 30. Steve Belanger agrees. Gerry stated that at this rate we will soon be faced with a half million dollar school budget. Pat stated that it would have to be put in an Article for Town Meeting.


Steve Belanger - None

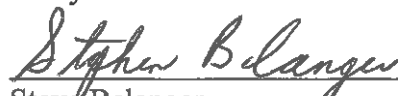
Pat Raymond - checking for priorities for Public Works.

A motion was made by Gerry Cormier, and seconded by Steve Belanger, to adjourn at 9:15 PM. (Time 2 hrs. 15 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
July 7, 2004
6:30 P.M.

Call Meeting to Order

Roll Call

Approve Minutes of June 2, & June 16, 2004 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Hathaway/Fox Hill/West Roads
3. Electrical Work
4. Stair Reconstruction
5. Pine Tree Zone
6. Transfer Station Building
7. Truck Purchase
8. Tables for Town Hall
9. Tennis & Basket Ball Court

NEW BUSINESS:

1. Higgins Offer/Old Town Hall
2. Resident Request
3. Complaint on Truck Traffic
4. Municipal Drainage Ditch

OTHER:

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

July 7, 2004

6:30 PM

The Board of Selectpersons, Pat Raymond, Gerry Cormier, and Town Manager, Rita Sinclair met at the Old Town Hall at 6:30 PM. Steve Belanger was absent. The purpose for meeting at this site was to inspect the building prior to making a decision on accepting Dan Higgins offer. Dan has offered the building to the Town for the assessed value of 36,100. As the Board walked through the building, they discussed the possibilities of uses and the economic value, if any. Once the inspection was completed, the Board and Town Manager proceeded to the Portage Lake Municipal Building for the regular meeting.

The meeting was called to order by Chairperson, Pat Raymond at 7:00 PM.

Present: Pat Raymond, Chairperson; Gerry Cormier, Selectperson; Town Manger, Rita Sinclair.

A motion was made by Gerry Cormier to accept the minutes of the June 2, meeting as written. Motion seconded by Pat Raymond. Motion carries.

The Selectpersons reviewed and signed the Treasurers' Warrants.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - Discussion on remedies to the situation on the land "trespass" on West Road resulted in the Selectpersons requesting information on what transpired with the previous septic system that was installed in that same area. Pat asked for ideas and Gerry responded that he was in agreement with Pats suggestions of (1) explore trying to get an easement from the other two owners, or (2) we go the selling route. If we go the selling route, we incur costs. Pat would like to see this settled as soon as possible.

2. Hathaway Road/Fox Hill/West Roads - Pat reported that a change in the quote had occurred due to an error in measurements. Gerry Cormier mad a motion to accept the new quote from Aroostook Asphalt to chip seal Fox Hill Road. Pat Raymond seconded the motion. Motion carries.

West Road - The Town Manager reported that the area of concern is just above the Fish Lake Road, in the area that floods in the spring. Linda Alverson from Central Aroostook Soil and Water Conservation, and Don Collins from RC & D were in Portage yesterday to look at the situation. These are two agencies that we make contributions to annually. They stated that money wise, there may not be assistance available, but

definitely they would involve an engineer. Their thoughts is the berm at the back of the ditch is keeping the water from flowing over towards the woods. They will be sending something in writing of their findings and recommendations.

The Town Manager reported that she had spoken with Peter Coughlin of Maine Local Roads Center. He had been in Portage over the weekend, but could not find the problem area. She has spoken with him since, and he will make arrangements to have someone come look at it.

3. Electrical Work - The Town Manager reported that all bidders have notified of the exact work to be done at the Municipal Building. The only change was that of Underwood Electric. After reviewing the bids of Underwood Electric at \$1,193; J.M. Electric at \$1,100; and RL Todd at \$1,963. Gerry Cormier made a motion to accept the J.M. Electric bid of \$1,100. Pat Raymond seconded the motion. Motion carries.

4. Stair Reconstruction - The Town Manager reported that the stairs were done and the only thing that remained was a touch up on the stain. Pat asked about the cost and the Town Manager reported that it was \$400 for the work Mr. Maples did.

5. Pine Tree Zone - Nothing new to report. It will be voted on at a Special Town Meeting

6. Transfer Station Building - The Town Manager reported that she had talked with Jim Nadeau to ask if there were monies available to assist Portage Lake with a building to store Household Hazardous Waste. Jim responded that there wasn't money for that, but he was looking into possible getting a box trailer for storing these items until it is picked up. Rita stated she had also discussed the glass crusher with him and how that might affect our tonnage. He stated that nothing was weighed when it came in. That is done when it reaches Tri Community. Pat asked if Portage was the only one that was doing more recycling, shouldn't we get something out of it? Rita stated she felt that this could be dealt with at a NASWA Board meeting.

7. Truck Purchase - Nothing to report. Pat asked if anything had come back on the exploratory bids. Rita answered she had received nothing. An ad was placed in the Star Herald in addition to sending letters to local contractors and there has been no response.

8. Tables for Town Hall - The Town Manager reported that total cost was less than \$400. This included a membership to Sams' Club, the four tables, and shipping.

9. Tennis & Basket Ball Courts - Rita reported that she hasn't received a return call from Mr. Jackson. Gerry suggested getting someone else to do it. If not, perhaps Vaughn can do it. We will have to purchase the materials and have Public Works do it.

NEW BUSINESS:

1. Higgins Offer/Old Town Hall - Pat asked for Gerry's input from having inspected the building. Gerry stated that he didn't see what value it would provide other than a Historic

Building, and the Town would have to pay to keep it up. Pat agreed. Gerry feels that it should be put out to the Town. They should have a say in this. Pat stated that as a Historical Building, yes, but as a practical building for Town use, it would be more of a cost than anything.

2. Resident Request - The Town Manager reported that Shirley Nason asked if she could buy a couple of potato barrels of sand. Kathy had taken the request while Rita was out of the office. The usual response is that the Town isn't in the business of selling sand. The Board agrees and feels that there are other options available to obtain sand. Request denied.

3. Complaint on Truck Traffic - The Town Manager has received several complaints from residents, the most recent was Diane Chouinard. Pat stated that the hold up is the railroad tracks. The railroad will not accept liability until the area on the tracks is hot topped and none of the companies involved want the liability so the road is not open yet.

4. Municipal Drainage Ditch - The Town Manager ask if the Board had looked at the ditch in the back of the Sand/Salt shed. Pat asked what needed to be done, to which Rita responded open the ditch up. There is a lot of branches and weeds that is restricting the flow of water. Gerry would like to see some of the other projects wrapped up first. Pat asked how long it will take. Rita said a day or two. Pat asked about the Basket Ball Court and when we would know about the grant. Rita said it wouldn't be until September and anything done prior to that, will not be included in the grant. Both Selectpersons do not want to wait until September. Pat stated that the money was appropriated a year ago so let's get this done.

SELECTPERSONS CONCERNS:

Gerry would like to see the dead trees in the Town Square removed. Pat asked if the Town had purchased them. Rita stated that Dan Higgins had planted them last year. Gerry also asked about the pile of loam. Rita reported that it was Cubby Casey's. Pat stated in that case there was nothing we could do. Rita said she would mention it to Cubby.

Gerry also asked about the flower pots. Rita said it was another situation that someone initiated and then dropped on the Town. Christy Dicker has been in charge of the Beautification Committee and has done this each year. She had individuals water them, but this year she never mentioned not having time to do this. Pat asked if there was money available to do this. Rita responded there was. Both Selectpersons feel that the Town Manager should see what can be done to get the flower pots out. Pat suggested contracting the Greenhouse on a yearly basis to do the flower pots.

Gerry stated he had one more item. That was the Seaplane Base and the wharf. He was done there and the roadway was blocked. The pathway is overgrown and needs to be cut back. The sign that says Public Access is barely visible. Rita stated that the insurance adjuster has inspected there and finds that the walkway at the beginning of the dock needs to have smaller stone added to make it more accessible. Gerry also stated that

there is a big sign on the building that says "Private Property" that needs to be removed. That's leased property. He noticed some boaters that looked as though they wanted to use the dock but moved on, possibly because of the sign. Gerry reported that there are also fruit trees planted right up to the building. These trees, in time, will grow up and block the roadway. Gerry said the building also needs a paint job. The paint is peeling and it looks bad. Rita sated she would draw up a letter regarding the sign, parking, the fruit trees.


Gerry said he had complaints about the length of time it took to dock the boats. People were tying the dock up rather than allowing others to launch their boat.

Pat said he was glad to see that the grass had been trimmed around the sign north of Town. The alders were left and really should come out, but leave the birch. Rita skjed if tere were any objections to putting some mulch under the sign. Pat said it would be an improvement.

Rita reported the outhouse door was torn off again. These doors have been replaced numerous times, only to be torn off again. Pat said leave them off. If they compalin about it, then pull the outhouse off.

Gerry made a motion to adjourn at 8:30 PM (Time 1 hr. 30 min)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
July 28, 2004
7:00 P.M.

Call Meeting to Order

Roll Call

Approve Minutes of June 16, & July 7, 2004 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Hathaway/Fox Hill/West Roads
3. Electrical Work
4. Pine Tree Zone
5. Transfer Station Building
6. Truck Purchase
7. Tennis & Basket Ball Court

NEW BUSINESS:

1. Higgins Offer/Old Town Hall
2. Special Town Meeting Warrant
3. Mil Rate for 2004
4. Managers Vacation
5. Scheduled Meeting Adjustment

OTHER:

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

July 28, 2004

7:00 PM

The meeting was called to order at 7:00 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager.

A motion was made by Gerry Cormier to accept the minutes of the June 16, 2004 meeting. Motion seconded by Steve Belanger. Motion carries.

The Treasurers' Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - Town Manager, Rita Sinclair, reported that neither Jim May or Jim Dube had gotten back to her with any information. Pat Raymond stated that the Town needs something now for that piece, possibly an easement, and at a later time check into possibly purchasing that strip of land. Steve Belanger asked if this would have to go to Town Meeting. Pat responded that it would in order to get permission to purchase. Pat suggested checking into grant money to purchase land for septic systems. Call Jim May with questions on easement for septic systems. Follow up with a letter and ask if we should contact his superiors. Pat will contact Laura Audibert to see what information she can gather for the Town. Maybe she has had a discussion with Irving or P & C.

2. Hathaway/Fox Hill/West Roads - The Town Manager reported that AAA is trying to shim Fox Hill. They (Public Works) had a problem with Lane using the road for turning their trucks. MDOT has been contacted to get Lanes trucks off the road so Public Works can sweep and have it ready to shim. AAA will be to start chip sealing Friday and return the following Friday to complete the process.

West Road - The Town Manager reported that Phil Curtis of Maine Local Roads is willing to come to a Board Meeting to present a few ideas he has on the water problem on West Road. The Board agrees to having Phil Curtis attend a meeting to present his views.

3. Electrical Work - The outlets and the emergency lights are installed. A part was needed to complete the work on the panel. He will be back to complete the work tomorrow.

4. Pine Tree Zone - Nothing to report. Pat stated that there is an article in the Maine Townsman on jobs created by the PTZ.

5. Transfer Station Building - The Town Manager reported that she had contacted Jim Nadeau regarding help with a building. He said there was no money available to assist us with that. Also, weighing is only done when loads are taken to Tri Community so it wouldn't reduce Portage's tonnage but the whole district. Pat asked why Eagle Lake didn't do something like that. It would only make sense since they are the larger community.

6. Truck Purchase - The Town Manager reported that she has no new information. Pat asked where we are headed with this. We have nothing to present to the townspeople. Gerry stated that we should go ahead with the Public Hearing even though we have no information to present. Pat stated that we have to have something to present to satisfy the public. Rita will get updated bids on similar trucks to state specs and any other info we have to give to those present.

7. Tennis & Basketball Court - The Town Manager reported that she has had no response from Mr. Jackson on painting and striping the tennis court. Pat asked if the Town Manager had called to order the paint. She responded that she had not. She stated has been working on getting bids on paving the basket ball court. The Town Manager reported that she had a proposal from B.J. Curtis and Jerry Caron to paint the tennis court. Gerry Cormier stated that he would be more comfortable having Vaughn do it. Pat said to get the paint and have Vaughn do it. Discussion followed on if Vaughn would be able to stripe the court; and how that could be done. Pat asked about the grant for the basket ball court, to which Gerry replied that we don't need it. We would have to wait to get things done. Pat asked if the paint could be received in a week. The Town Manager wasn't sure, she would have to call as she wasn't even sure how much paint to order.

NEW BUSINESS:

1. Higgins Offer/Old town Hall - Pat brought Steve up to date on the inspection on the building that Dan Higgins had offered to the Town for the assessed value of \$37,000. Pat went on to ask what would the purpose of the building be to the Town. Could it be used for Public Works Building or the Fire Department? Pat and Gerry believe that the heat would be a problem, and that insurance and OSHA would require different entrances and exits. If it were used for a historical building, there may be grants available, but it would require a lot of work. Gerry mentioned that it appears that there was some water damage to the ceiling but that may be condensation. Pat thinks the Board should decline his offer at this time. The Town Manager will send a letter to Dan Higgins in regards to his offer.

2. Special Town Meeting Warrant - The Town Manager presented the Warrant with three articles to present to the voters. Article 1. is to elect a moderator. Article 2 is to cover the change of use for appropriations for \$400 for a walkway stone to cover costs in

finishing the Missing In Action Remembrance Park in same cemetery. Article 3 is to enact the Town of Portage Lakes Land Use Ordinance; and Article 4 is to accept the Proposed Plan for the Pine Tree Zone. The Town Manager needs signatures tonight in order to post the Warrant for the Special Town Meeting. After discussion on the Article for the Land Use Ordinance the Board of Selectpersons signed the Warrant.

The "Betr" Application for Maine Woods LLC was given to the Board to review prior to signing. Other personal property issues were presented to the Board as Assessors to review. and a veterans exemption for a widow was also reviewed and signed.

3. Mill Rate for 2004 - The Town Manager was certain she would have the paperwork for the Board to review and sign tonight. She worked with Steve Lemay of Maine Revenue Services to make sure the numbers for the TIF would work. After reviewing the numbers again this morning and still wondering why the mill rate would increase, she realized that an error was made in the assessment for the school budget. It was calculated on the actual school year as opposed to the Towns calendar year. This change will keep the mill rate where it is, if not a little less. Pat asked about the affect on the lake front property. The Town Manager stated that some increased 20 to 30%. Since we will be meeting again next week, the mill rate can be set and all necessary paperwork completed. Steve asked about the school budget and how many students we have from Portage. Pat and Gerry stated that our school board member was going to get that information for us.

4. Managers Vacation - The Town Manager requested the week of August 16 - 20 as vacation time. The Board made note of the time the manager would be away. Pat asked what Public Works would be doing for the next few weeks. The Manager reported that they would be assisting AAA in loading material to chip seal Hathaway Road and Fox Hill Road. Weather permitting, they will be painting the tennis court and there is ditching to be done on East Road in the area of the S curves. The manager presented a diagram of the area in need of ditching. Water now sits on the edge of the road. Pat asked what materials would be needed to level the ditch. The Town Manager reported that stone would be needed and there was some on hand.

5. Scheduled Meeting Adjustment - Changes needed to be made in the schedule to accommodate the Town Managers vacation. The change would reschedule the meeting of the 18 to the 25.

OTHER: The Town Manager presented the Declaration of Certified Ratio for the Homestead Exemption. Signatures were required for URIP Funds in order to receive money for our roads. Ballots for MMA Legislative Policy were received and the Board is required to vote for candidates on the ballot, or write ins. All paperwork was signed and returned to the Town Manger.

SELECTPERSONS CONCERNS:

Gerry - a letter needs to be sent to Sharon Everett in regards to the private property signs around the property. The property is leased by them, not owned. Also, they need to leave access to the dock open for individuals who choose to use it.

Pat - in the future we might consider "Seaplane Base" and if it is to the Towns advantage. The dock is not sufficient for docking seaplanes. On a windy day it would cause damage to a plane, and who would be liable for that? What is leased? Discussion on solutions for situation followed.

Gerry - Are you overworked? (directed to Rita Sinclair, Town Manager) Rita responded in the affirmative. He referred to the minutes being late for the last couple meetings. He asked if there was something that the Board could do since, obviously, you are behind. He also asked if a person needed to be hired to help get caught up. Rita stated that she hoped to be caught up by next Wednesday. Besides, the budget doesn't allow for us to hire help. Gerry remarked that the manager was taking time off and would be further behind. Again, Rita stated that there isn't extra money there as she still gets paid when she is on vacation. She would rather not cut the budget that close. She stated that it sets her back when Kathy is out as she has Kathy's work to do, as well as her own, and it was an unusually busy week. Gerry stated that this should be a consideration for making provisions in the next budget. Discussion followed on duties and use of time. Gerry stated that two weeks should be sufficient time to have the minutes prepared. Pat stated that merit raises will be scrutinized at the next budget meeting. Pat stated that time needs to be tracked and signed off, so that we can feel comfortable with that. If time is accumulated, take time off that same week. Steve remarked when he was on the Board previously, the only time accumulated was that for public works. The Town Manager reported that Vaughn was very careful about that. It was stated that personal calls need to be limited.

Pat - Chair lift, is that on track? Rita reported that it would be installed August 4th.

The extent of damages at the Town Square. Rita reported it's around \$300. Pat asked if there was any contact by the person who caused it. Rita said no, and that she believed he is in jail. Steve asked what had happened. An update was given. Pat asked if our sign would be repaired. Rita stated that the sign was okay, but the post needs some repair. Pat wishes to have all time, including the Town Managers, repairs and ground work to be kept track of to send a bill to the person involved.

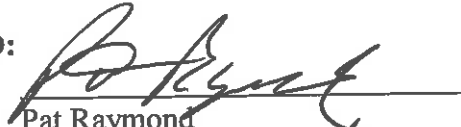
It was reported the Fire Department boat was on the lake on the 4th of July giving rides. This is municipal equipment, not private. This is not good practice for Town Equipment. The Town Manager will discuss the issue with the Fire Chief, Dave Bolstridge.

Steve - Nothing.

Gerry - Trees in Town Square need to be removed.

Motion to adjourn by Gerry Cormier at 9 PM. Motion seconded by Steve Belanger.
(Time 2 hrs.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

DATE: July 29, 2004

MEMO TO: SELECTPERSONS

FROM: Rita Sinclair, Town Manager

Enclosed are copies of documents relating to the Seaplane Base and the past and current lease. I drafted a letter to Don Everett regarding the "Private Property" signs. I have not mailed it as there is a portion of the lease designated to signs that the Board may want to pursue. Also, I haven't found a current copy of proof of insurance. That doesn't necessarily mean that there isn't one.

The copies of correspondence with Attorney Richard Solman are included as there may be some insight to a remedy for this situation.

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
August 4, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of July 7, 2004 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Hathaway/Fox Hill/West Roads
3. Electrical Work
4. Pine Tree Zone
5. Transfer Station Building
6. Truck Purchase
7. Tennis & Basket Ball Court
8. Drainage Ditch Behind Municipal Building

NEW BUSINESS:

1. Liquor License Signatures
2. MMA Election of Officers
3. Signs for Beach & Playground
4. Mill Rate for 2004
5. Commitment of Taxes

OTHER:

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

August 4, 2004

7:00 PM

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager.

A motion was made by Gerry Cormier to accept the minutes of the July 7, 2004 meeting. Motion seconded by Steve Belanger. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - The Town Manager has not been able to reach Jim May by telephone. Nothing new to report.
2. Hathaway/Fox Hill/ West Roads - Pat asked about Fox Hill Road and Rita replied that it had been shimmed. They plan on coming back to chip seal both roads on Friday. Pat stated that he had heard they requested to have the road racked due to the rocks. Rita stated that was supposed to have been done this afternoon. She would check to make sure. She expects to have both roads chip sealed on Friday.
3. Electrical Work - The Town Manager reported that the work has been completed.
4. Pine tree Zone - Nothing to report. Pat reported that he had an interesting discussion with a man from Maine Montreal & Atlantic Railway. He suggested that the area companies get together and present a plan.
5. Transfer Station Building - Nothing new to report.
6. Truck Purchase - The Town Manager reported that there would be some new bids coming in. Hopefully a meeting can be scheduled within the next few weeks.
7. Tennis & Basket Ball Court - The Town Manager reported that she had talked with Mr. Jackson. She said he would be unable to do our courts, but if we would buy the paint from him he would come over and give the guys some direction in how to do the court. He gave a quote of \$4,400. Rita has a call in to a company in southern Maine to get a price on painting or purchasing paint. Pat stated that's what we need to do; buy the paint and get it done. Gerry stated we decided on that last week. That's what you were

supposed to do. If we had the minutes from last meeting you would see that. Rita stated that she had her notes. Her concern was that there would be complaints if the court did not look professionally done. Besides that, she had no idea of how much paint to purchase. The Town Manager stated that the more she read about it the more concerned she became.

Basket Ball Court - The Town Manager reported that Lane had quoted a price of \$7,700. She also has calls in to Morin and Caron for quotes. Gerry asked what had taken place there. Obviously something has happened. The Town Manger reported that the court had to be leveled and that gravel had to be put on top. Gerry asked where the gravel came from, to which Rita replied, Portage Construction. Gerry asked that's gravel. He believes that it has a lot of top soil in it. Pat was concerned for the clay content. Gerry stated that it doesn't look like anything you would put on a surface before you hot topped. Steve asked how much was there. How deep? Gerry stated he didn't know, it looked like it has come up almost a foot. Rita stated that it probably has. Gerry asked who did it, Vaughn or Portage Construction. Rita stated that she had hired Portage Construction because they have the equipment on the bulldozer to level to grade. Lane requires at least a foot of gravel to pave. Rita stated that the original court was at ground level and in order for the water to drain the court had to be raised. Gerry asked if the court was flat. Rita said it was, but with a slight slope. Gerry said it couldn't be flat. Steve asked if it should be a bow to it. Gerry stated that what you do is bring up the middle and taper to both sides. You crown it. He went on to say that he thought Vaughn knew that. Then asked if Vaughn worked with Portage Construction, to which Rita responded that he had. Rita will check with Vaughn tomorrow because she believed that the grade was set. Steve asked if she had a figure for it. She stated she had done a rough estimate and it was \$1,000 for materials not including the dozer. Gerry asked if she had gotten a contract, to which she answered, no. Discussion followed on Portage Constructions prices. Pat stated on the grade part of it, it looks fairly flat. It should be up a little higher so the water doesn't sit. As far as the gravel it looked a little red to me as though there is clay in it. Gerry stated that the gravel that Vaughn had before was the type that you should have back on there. The stuff you have on there now is not good gravel. Rita stated that what was there is still there, but underneath. Gerry said it's the same stuff you should have on there. Right now you have clay with top soil mixed with a few rocks.

Drainage Ditch Behind Municipal Building - The Town Manager reported that it's the same area she had brought up before. Vaughn has walked the area and feels that a good clean out would take care of it. It shouldn't take more than a day. She would like to see it done this fall because we will just have more water here this spring. Gerry asked about the ditch that was supposed to be done on the other road. Is that done yet? Rita stated that it had not been started yet. It was only last week that we discussed that. Gerry said he knew and is he going to do this before he does that? Rita replied, no. He will do East first. Gerry commented that it should have been under Old Business. Gerry stated that she was getting permission to start another project before the other had been completed. Pat asked that every cross culvert has painted lines on the East Road and he wondered why. Rita responded that he had to mark the ones in the area that he would be ditching

for Dig Safe. The others, she is assuming, that it would be so he knows where they are. Pat is questioning that the time involved to paint the lines and the amount of paint. If there is time to do that then we need to concentrate on the other projects that are put on hold because it is not finished. The purpose of having another man is to be as productive as we can be and as efficient. If there is nothing to be done up the road, why spend the time to mark all of them. Pat asked if the Basket Ball Court is ready to be done. Rita responded that it was, but Lane would not get to it right away. The road paving has taken priority. That's the reason she took the liberty of calling Morin and Caron. She hoped to get a better price and have it done sooner. Pat said we have to have an agreement in writing to get this work done. Steve stated that our men spend their time trying to keep the roads prepared for the work to be done. Gerry stated that we have been working on these projects for two years and they are still not done. Rita stated that we have done what we can. How do we make someone come and do something. Gerry stated he we can't. Here we are still dealing with this Jackson guy. That's no way to treat a customer. We are better off to do it even if it isn't top quality job. Pat agreed that we need to make this a priority. When the paint comes in get the court done.

Pat asked if there were any other Old Business. Gerry asked if Rita had done the letter that was supposed to be sent to the Seaplane base? Rita asked if he had received his memo, which was sent last Thursday. Gerry responded that he had not read what she had sent. Pat stated that the memo explains why the letter wasn't sent. Rita stated that she had drafted a letter, but she became aware of some facts that made her decide not to send the letter until the Board had reviewed it. Gerry made a motion to table this item until the next meeting. Motion carries.

NEW BUSINESS:

1 Liquor License - The Town Manger presented the paperwork for Deans application for a liquor license. The Board of Selectpersons signed the application.

2. MMA Election of Officers - A slate of Executive Committee Officers was presented to the Board to cast their vote. The ballot was cast and signed by the Selectpersons.

3. Signs for Beach & Playground - Rita reported that Joe Chouinard has been called to this area several times for dogs on the beach. Each time he has gone people state that they didn't realize it meant by the picnic tables. They thought it meant only on the sand. She has had individuals come to the office to complain. Pat asked what do you do when elderly people come and are only in the parking area. Steve asked if it wouldn't be better to have it say "No dogs beyond this point." It was agreed that the Town Manager order signs for the beach and playground regarding dogs.

4. Mill rate for 2004 - The Town Manger presented three different calculations to the Board to review. She also reported that when the mill rate is calculated the TIF is taken into consideration. When the TIF is reduced by 25% the calculation includes that 25%. In actuality, that 25% is used to decrease the tax base. The figure we used to calculate the

mill rate is 25% less than the previous year. She also presented copies of the "Wish List" that was drawn up and presented when the TIF was decided on. Pat asked if that amount has to be isolated so it can be tracked as part of the TIF. Rita responded yes and basically what it is doing is keeping the tax rate down. Discussion followed on the TIF and any money gained from it.

The Board of Selectpersons reviewed the presented mill rates. The Town Manager recommended a mill rate of 16.30. She explained that it gives a small drop in the rate rather than a large drop. Past practices have show when a significant increase is shown the following years see an increase in the rate Steve Belanger made a motion to select a rate of \$16.30 per thousand of valuation. Gerry Cormier seconded the motion. Motion carries.

5. Commitment of Taxes - The Selectpersons signed the necessary paperwork for the 2004 Tax Commitment.

OTHER:

The Town Manger presented a letter to the Board from Maine Municipal Association stating that since the Town had no claims on Workers Comp. Property & Casualty, that we received a dividend check of \$761. Gerry suggested that something should be done for the employees in appreciation. After some discussion, a notion was made by Gerry Cormier for all employees to have lunch at Deans. Steve Belanger seconded the motion. Motion carries. This motion is to include all part timers. Pat stated that it should be announced since we are accident free and doing a good job, dinner is on us.


SELECTPERSONS CONCERNS:

Pat asked that Vaughn estimate the amount of sand left in the shed. When letters are sent out for winter sand, include Canada. The Winter Sand Policy needs to be looked at again.

There being no other concerns, a motion was made by Steve Belanger and seconded by Gerry Cormier to adjourn at 8:30. (Time 1hr. 30 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
August 25, 2004
7:00 P.M.

Call Meeting to Order

Roll Call

Approve Minutes of July 28 & August 4, 2004 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Portage Lake Land Use Ordinance
2. Easements for Carmichael & Sylvester
3. Transfer Station Building - Nothing to report
4. Truck Purchase - Meeting
5. Hathaway & Fox Hill Roads
6. Pine Tree Zone - Nothing to report
7. Tennis & Basket Ball Courts (Permanent/Removable Posts)
8. Drainage Ditch Behind Municipal Building - Nothing to report
9. Signs For Beach & Playground
10. Signs for Invasive Aquatic Plants
11. Seaplane Base Lease/Insurance Reporting
12. Winter Sand Policy

NEW BUSINESS:

1. Winter Sand Bids
2. Request For Grant Application
3. Request for Bear Bait Station
4. Abatements on R/E Tax Bills
5. Pole Permit
6. Planning Board Appointment
7. Clerk's Vacation
8. Manager's Absence

SELECTPERSONS CONCERNS:

TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING

August 25, 2004

The meeting was called to order at 7pm, by chairperson Pat Raymond.

Present: Pat Raymond, Chairperson; Steve Belanger, Selectperson; Rita Sinclair, Town Manager; Alcide & Laura Bouchard, Ken & Joyce Nelson, Emile & Ann Bushey and Corinne Routhier, Residents.

A motion to dispense with other business until after those present had been heard was made by Steve Belanger; motion seconded by Pat Raymond. Motion carries.

BUSINESS FROM FLOOR: None

#2 under **NEW BUSINESS** - Corinne Routhier approached the board with a request to pursue a walking/bicycle trail grant. She presented pictures and maps to the selectpersons. Pat Raymond suggested she contact Montreal, Maine and Atlantic Railway to see if they would be agreeable. Pat Raymond also suggested contacting NMDC, to see if there is any assistance available. She will need the measurements of the trail. The Selectpersons agreed that this was a good idea and that she should pursue this grant.

OLD BUSINESS:

1. Portage Lake Land Use Ordinance – Lewis Cousins presented ordinance for Selectpersons signatures. He also requested permission to have 25 copies printed at the cost of \$125. Motion made by Steve Belanger, to have the copies of the Land Use Ordinance made up. Seconded by Pat Raymond. Motion carries.

Lewis reported that today he had been made aware of problems with the 319 Grant. Mark Russell of DEP brought to Lewis's attention that one of the three grant recipients is in violation. William Ward is in violation because he had Dan Higgins bring in fill to plant the buffer and this was dumped too close to the lake. Although the Town is the applicant, DEP will not hold the Town at fault. They prefer to go after Mr. Higgins as the contractor and not the landowner. Pat then asked the Town Manager why the Board had not been made aware of a new grant. Rita responded that it was not a new grant but an existing grant of two years. Lewis stated that today was the first he knew of the problems and had not had the opportunity to discuss the problem with the Town Manager. Pat feels the landowner is at fault. Lewis met with Mark Russell, Kathy Hoppe, and Amy Collins (project coordinator) and, after discussion, it was decided that Lewis would be the one to issue the permits for the 319 Grant. DEP has given an order to take out the fill and if they comply, there may not be any fines. Pat

Raymond requested to meet with Amy, Lewis, and the Board of Selectpersons to set the record straight.

2. Easements for Carmichael & Sylvester - The Town Manager reported that Jim Dube will be meeting with Jim May at the lot on West Road on Monday.

3. Transfer Station Building -Nothing to report.

4. Truck Purchase – Town manager asked that the Board schedule a public hearing at the next meeting.

5. Hathaway & Fox Hill Roads – Town Manager presented the quote and the bill for chip sealing to the board for review. Comments were made by Alcide Bouchard as to the quality of chip sealing. Pat Raymond stated that he believed it was a matter of opinion, some are for, and some are against.

6. Pine Tree Zone – Nothing to report.

7. Tennis & Basketball Court – Motion made by Steve Belanger to have Lane pave the basketball court for \$7,700, motion seconded by Pat Raymond. Motion carries. Board recommended having the posts set before paving is done.

8. Signs for Beach and Playground – Town Manager reported that the signs have been ordered.

9. Invasive Aquatic Plant Signs – Two more signs have been received, one to be installed on East Road before the railroad tracks. The sign on the Hathaway road needs a location. Possibly on Pat Raymond's property as there is a ditch on the other side of the road. After some discussion it was decided to place the sign by the turnaround. Also to have the signs removed by the end of September, to prevent vandalism.

At this time the Town Manager asked the board to hear Bushey's appeal on personal property tax bill. Emile Bushey stated that the tools listed on the personal property list had been sold. Pat Raymond asked that they submit a statement relating to the sale of such equipment.

10. Steve Belanger made a motion to dispense with the winter sand policy and Sea Plane Base lease until there was a full board present.

NEW BUSINESS:

1. Winter Sand Bids – Two bids were received for 1,000 yards of sand, Portage Construction for \$9,500 and H.L. O'Neil for \$14,000. A motion was made by Steve Belanger to accept the bid of Portage Construction for \$9,500 for 1,000 yards of winter sand. Motion seconded by Pat Raymond. Motion carries.

2. Trail Grant Request – Already presented.

3. Request for Bear Baiting Site – Town Manager presented a request from Brian Traverse for a bear baiting site on Oak Point. This is town owned property, Pat Raymond suggested calling Laura Audibert for her input.

4. Abatements – Two abatements were presented to the board of Selectpersons. One for a building that was torn down prior to April 1st. The second was due to a data entry error. Both abatements were signed by the Selectpersons.

5. Pole Permit – Town Manager presented pole permits from Maine Public Service Company for poles to be installed on the Hathaway Road. After reviewing the permits were signed.

6. Planning Board Appointment – Town Manager reported that Jeannie Long requested to be on the Planning Board. Steve Belanger made a motion to appoint Jeannie Long to the Planning Board. Pat Raymond seconded the motion. Motion carries.

7. Clerks Vacation – Kathy Gagnon starting the 3rd of September through the following week. Town Manager was not aware that she would be taking Friday the 3rd, and had previously scheduled surgery. Pat Raymond will talk with Kathy on Monday about working Friday and taking a different vacation day off.

8. Managers Absence – Town Manager reported that she was scheduled for surgery on August 31 and would be out of the office until September 7th.

SELECTPERSONS CONCERNS:

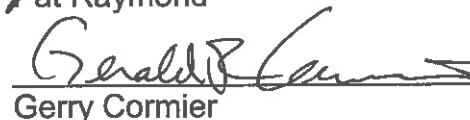
Steve Belanger asked if we had received notice that there was a child molester living in the community. He understood that the town was to be notified. Town Manager has received no information regarding this situation. She will call MMA for legal advice.

Town Manager presented a request for Kathy Gagnon to go to an annual elections conference in Rockport. Steve Belanger made a motion to send Kathy to the conference, motion seconded by Pat Raymond. Motion carries. Please have her check to see if carpooling and sharing a room is a possibility.

Motion made by Steve Belanger to adjourn at 8:30 PM. Seconded by Pat Raymond. Motion carries. Time (1 hour 30 minutes)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

MEETING OF PLA MEMBERS WITH PORTAGE LAKE SELECTMEN

The Portage Lake Association (PLA) again is planning to apply for a cost share grant of \$2000 from the Department of Environmental Protection. These grants are administered by the Lake Environmental Association in Bridgton. They are available to all lake associations and municipalities, and are funded by the money raised by the fees for the Lake and River Protection (milfoil) Stickers required for all boats operated by a motor. The grants are to be used for various procedures carried out in the prevention of spread of Invasive Aquatic Plants (IAP). Again the best plan is for the grant to be underwritten by the combined efforts of the PLA and the town of Portage Lake, both of whom should provide \$500 in cash while volunteer services at \$10/hr would easily exceed 100 hours (\$1000). In view of our performance in 2004 we feel approval of this increased amount is likely.

Our plans include rehiring Ferne Wilson as our paid courtesy boat inspector. This past summer she was conscientious in her inspection of boats, was friendly in dealing with boaters and was very supportive of the volunteer Courtesy Boat Inspectors (CBIs) during the weekends. We plan to take advantage of the recent requirement that Ashland High School students must now contribute 45 volunteer hours of community service as a requirement for graduation. The guidance counselor, Linwood McHatten, was very supportive of a plan to train and then include students in our volunteer CBI program. Ferne Wilson would be a help in their supervision. The high water in Portage Lake for most of the summer made harvesting and identification of plants by boat in the usually shallow areas difficult. In 2005 we should be able to log more hours in this endeavor.

Portage Lake remains highly susceptible to these invaders because of the extensive shallow areas where IAP could seed and grow. Identifying an IAP while it is still localized to a small area has become even more important in recent years since about ten more people each year are being certified in scuba. Along with snorkelers they would provide us with a relatively inexpensive method of eliminating the specific IAP. However, if it is not discovered before it has become widespread elimination by this method would be impossible.

It is important to keep in mind that the documented loss of shorefront property valuation in Vermont in lakes with extensive variable milfoil infestation (an IAP) is now \$15,000 for each owner. Applying this figure to Portage Lake shorefront property it is obvious that there would be a tax revenue loss of \$100,000 - \$200,000. In order to meet a specific budget the town would have to increase the mil rate thus increasing taxes of ALL property owners, lakefront and non-lakefront.

COPY

ASHLAND HIGH SCHOOL STUDENTS AS POTENTIAL VOLUNTEER CBIs

Sept 7 2004

On 9/2/04 I talked in person with Linwood McHatten, the guidance counselor at Ashland High School, who is in charge of assigning students to various community activities to meet the recent requirement that all students participate in providing 45 hours of volunteer work prior to graduation. I explained to him and to Mrs. Perry, a biology teacher, the background of the Volunteer Courtesy Boat Inspection Program under the Cost Sharing Grant from DEP for 2004. I discussed the need for a new group of young volunteers to participate under a similar grant in 2005. Never was this more evident than during this past Labor Day Weekend when only the coordinator and one volunteer were available to do boat inspections. I also discussed the commitment of the PLA to lead the battle in preventing Invasive Aquatic Plants (IAP) from entering Portage Lake. They felt that there were many highly motivated students who would be interested. In addition, this requirement of 45 hours of volunteer community service is so new that few students have logged any hours. I explained that our discussion was necessary at this time so we could include student participation in the grant application.

Following is the schedule that I would recommend for managing student volunteers:

1. A copy of this document should be included in the PLA president's active file, in that of the author of the 2005 grant, and in the CBI coordinator's file.
2. Inclusion of student participation as voluntary CBIs in the grant application; this will be a strong positive factor in obtaining the grant
3. Contact Maggie Shannon in late May 2005 and establish a date and time for a CBI workshop during the 3rd week in June. Ashland students will be on summer vacation by then. Maggie has already included the workshop in her schedule.
4. Meet with Linwood McHatten at the Ashland High School during the first week in June to discuss student participation as volunteer CBIs as part of their 45 hours of volunteer work. Students who will be Juniors and Seniors the next fall will be our primary target. Also advise him as to the date of Maggie Shannon's Course. Be prepared to discuss our PLA, the Grant Program, and the basic problem of IAP with him and possibly with students.
5. Identify participating students as soon as possible and provide them with CBI shirts provided under the grant or paid for by the PLA.
6. The CBI coordinator will meet with all students at a location of their choice to answer questions, obtain telephone numbers, and establish the schedule for the first two weekends.
7. Ferne Wilson or the coordinator to be present at each student volunteer's first two hour session.
8. Establish a mechanism for verifying the total volunteer hours of each student during the summer and transmit to the Ashland High School.
9. Invite each student as a guest of the PLA to the Workshop on IAP in July/Aug 2005 at the town hall and provide lunch for them.

COPY

**TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
September 8, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of July 28, August 4, & August 25, 2004 Meetings.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Transfer Station Building - Nothing to report
3. Truck Purchase - Meeting
4. Pine Tree Zone - Nothing to report
5. Tennis & Basket Ball Courts
6. Drainage Ditch Behind Municipal Building
7. Signs For Beach & Playground
8. Seaplane Base Lease/Insurance Reporting
9. Winter Sand Policy

NEW BUSINESS:

1. Request From PLA f or Grant Match
- ~~2.~~ 2. Request for Bear Bait Station
- ~~3.~~ 3. Abatements on R/E Tax Bill
- ~~4.~~ 4. Tractor/Mower Repairs
- ~~5.~~ 5. Palesky Proposal

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
September 8, 2004**

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Dwight Sewell and Harry Helfrich, Portage Lake Association members.

A motion was made by Steve Belanger to accept the minutes of July 28, 2004 meeting. Motion seconded by Gerry Cormier. Motion carries.

A motion was made by Gerry Cormier to accept the minutes of August 4, 2004 meeting. Motion seconded by Steve Belanger. Motion carries.

A motion was made by Steve Belanger to accept the minutes of August 25, 2004 meeting. Motion seconded by Gerry Cormier. Motion carries.

Steve Belanger made a motion to dispense with the regular meeting to hear those present. Motion seconded by Gerry Cormier. Motion carries.

NEW BUSINESS:

1. Request from PLA for Grant Match - Dwight Sewell reported on the 2004 Invasive Aquatic Plant Grant. He stated that they were able to meet all requirements of the grant and received the full amount. Two signs were put up and there are two more to go. They have looked into having WAGM do a 30 second film on this process. PLA would have to pay for production. the balance of the grant would be used to purchase new scopes and other equipment associated with the Invasive Aquatic Plant Grant.

Harry Helfrich reported on the boat inspections and the results. There were nine trained volunteers and they had a total of 112 hours for inspections. Fern Wilson, who is in charge of the camping permits, did 432 inspections. Fern was paid through the grant. Steve Belanger asked if there was any milfoil found. Harry Helfrich said there was not, but something was found and sent to the state for verification. It turned out to be a local species of plant and was okay. The scopes are difficult to work with in the shallow waters. Dwight Sewell added that many plants are "look alike" and are hard to tell from local plants. He went on to say that Sebago inspections picked up two New Jersey boats with plant fragments never seen before in Maine. Boat owners need to be responsible for inspecting their own boats. PLA will apply for a grant in 2005 and match \$500 and ask the Town to appropriate \$500. This, with in kind services, should give us our match. Harry Helfrich added that they were hoping to get some younger people to volunteer services, as most members are 65 and older. MSAD #32 guidance counselor has advised that a new requirement for students is to do volunteer services. We hope to have some of them to train for boat inspections.

The Board of Selectpersons agreed that an Article for the \$500 matching funds from the Town would be placed in the Warrant for Town Meeting.

Dwight Sewell and Harry Helfrich thanked the Board for their time and left the meeting.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - Nothing to report.

2. Transfer Station Building - Nothing to report.

3. Truck Purchase - Meeting - Steve Belanger reported that he had found an article in the Maine Townsman for a used truck. It's a 2000 Volvo plow truck for \$39,700. The Board would like to have the specs on the truck. The Town Manager will contact the Town of Aurora for more information. Pat asked that the Town Manager also get something in writing for the dump, plow, and wing.

The Board set September 21, 2004 at 7:00 P.M. for the Public Hearing as this allows enough time for the required 7 day posting.

4. Pine Tree Zone - Nothing to report.

5. Tennis & Basket Ball Courts - The Town Manager stated that they would like to hire a bulldozer to shape the ditch and spread the loam around the basket ball court. she also requested to hire Rafford's mulcher so the job could be completed as quickly as possible. The request for the dozer was denied and it was suggested that the loam loaded into the truck or the bucket of the backhoe, and then spread. The request for the mulcher was approved.

6. The area drainage ditch at the back of the municipal lot is wet. Pat said the water level is high and it may be too wet to get in there. Steve suggested checking the ground before the project is started.

7. Signs for Beach & Playground - the Town Manger reported that the signs had been purchased and would be put up within the next few days.

8. Seaplane Base Lease/Insurance Reporting - The Board of Selectpersons agreed on having a letter sent to Donald Everett regarding the insurance issues, the proof of insurance (including naming the Town on the insurance), and removing the private property sign in the window.

Gerry Cormier made a motion to refuse the lease payment until a new lease is signed, and the Board will decide what to do for the next 3 year term. This motion was seconded by Steve Belanger. Motion carries.

9. Winter Sand Policy - Tabled

NEW BUSINESS:

1. Previously completed.
2. Request for Bear Bait Station - The Town Manger presented a draft of a bear baiting permit for the Selectpersons input. A motion was made by Steve Belanger to give permission to Brian Traverse for a bear bait site on Oak Point. Motion seconded by Gerry Cormier. Motion carries.
3. Abatement on R/E Tax Bill - The Board of Selectpersons signed an abatement for Portage Hills Country Club on land value at the golf course.
4. Tractor/Mower Repairs - The Town Manger reported problems with the tractor/mower. It has been to the dealer twice and still isn't running. The Board agreed that it should go back to John Deere to repair.
5. Palesky Proposal - The Town Manger presented a schedule of meetings on the Palesky Proposal and mentioned the meeting in Presque Isle on the 15th at 6:30 P.M. The Town Manger will be attending.


SELECTPERSONS CONCERNS:

Gerry Cormier - Commend Vaughn on the basket ball court.
Bill Norman St. Peter for the sign he requested.
Requested a new schedule for meetings..

Rita Sinclair - Request permission to go to MMA Convention, October 6 and 7 in Augusta. Board granted this request.

A motion was made by Gerry Cormier to adjourn at 8:50 P.M. Steve Belanger seconded the motion. (Time 2 hours)

APPROVED:



Pat Raymond



Gerry Cormier



Steve Belanger

DATE: September 14, 2004

MEMO TO: SELECTPERSONS

FROM: Rita Sinclair, Town Manager

Meeting Schedule: Enclosed is a proposed schedule for the next quarter. Normally the meetings for October would be scheduled for the 6th and 20th (first and third Wednesdays), but due to my being in Augusta for the 6th and 7th I have changed the dates accordingly.

Please let me know on the 22 if these dates are acceptable.

REMINDERS:

The Public Hearing for a Town Truck is scheduled for 7:00 PM on Tuesday the 21. Please be aware that my understanding from the minutes of Town Meeting was that the Board would be able to make a decision on purchasing a truck after having heard public input. However, after listening to the recording of the Town Meeting minutes, I believe that the vote was made on the amendment only and not the original article. If this is the case, this Article would have to go back to the Town for a vote. I have called Maine Municipal Association's legal department for their input.

Saturday, September 11, I traveled to Aurora to meet with one of Aurora's selectpersons to gather information on the 2000 Volvo plow truck that is listed for sale in the Maine Townsman. Enclosed is a copy of the specs on that vehicle. The truck is fully equipped and appears to be in very good condition. Their reason for selling is that they will be contracting out the services for their 10 miles of road. This is not because it would be economical to the town, but since they don't have a public works person, they have found that the individuals they have hired are undependable. This has turned into a real problem with maintenance of the vehicle as well. My concern was not only in what Mr. Sezzuski was saying, but the fact that the truck was cutting out. This happened 5 or 6 times while I was there. When I returned to the Bangor area I decided to call a mechanic who is familiar with Volvo trucks. He stated that it sounded like a motor problem to him and the Town should use caution if they were considering purchasing this vehicle.

A Board of Appeals meeting will be held at 6:00 PM Wednesday, September 22, prior to our Selectpersons Meeting at 7:00 PM. This meeting is to hear an appeal for a variance from William (Bill) and Bonnie Ward regarding a satellite dish within the setback area of the shoreline.

I have asked that Amy Collins and Lewis Cousins be present at the Selectpersons meeting in order to discuss the situation that developed with the fill placed on the shoreline of the Ward's property. This was for a project from the 319 Grant.

Pat met with Ked Coffin and Laura Audibert last week and the outcome was that Irving wants to split P & C's cost for PCT (Pre Commercial Thinning) with the Town. Included is a copy of the information Pat received regarding the cost to the Town.

TOWN OF PORTAGE LAKE
AGENDA
SELECTPERSONS MEETING
September 22, 2004
7:00 P.M.

Call Meeting to Order

Roll Call

Approve Minutes of September 8, 2004 Meeting.

Approve Treasurers Warrants

BUSINESS FROM FLOOR

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Land Management Plan
3. Truck Purchase
4. Transfer Station Building - Nothing to report
5. Tennis & Basket Ball Courts
6. Drainage Ditch Behind Municipal Building
7. Bear Bait Permit
8. Tractor/Mower Repairs
9. Winter Sand Policy
10. Palesky Proposal
11. Seaplane Base Lease
12. Walking Trail Grant
13. 319 Grant -Lewis Cousins, CEO & Amy Collins, Grant Project Coordinator

NEW BUSINESS:

1. Sander Maintenance
2. Transfer Station Closing
3. Abatements on P/P Tax Bills
4. Pole Permit
5. Taxpayer Letter of Request

OTHER:

Tentative Schedule

SELECTPERSONS CONCERNS:

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
September 22, 2004**

The Meeting was called to order at 7:00 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; , Gerry Cormier and Steve Belanger, Selectpersons; Town Manager, Rita Sinclair; Lewis Cousins, CEO. Amy Collins, Resident and Project Coordinator for the 319 Grant.

A motion was made by Gerry Cormier to accept the minutes of the September 8, 2004 meeting. Motion seconded by Steve Belanger. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - Pat Raymond reported that he had met with Laura Audibert and Ked Coffin. Ked stated that he had no problem with a lease, but there would be no sale. Pat will be contacting Jim May and if he has no solutions, we will contact the head office.

2. Land Management Plan - Pat Raymond reported that an offer from Irving to split cost for Prentiss and Carlisle's share for Pre Commercial Thinning. P&C doesn't want pre commercial thinning on their property. Discussion followed on the advantages of PCT. Pat asked if the Board had seen any of the areas where this had been done. Steve Belanger feels that the Town shouldn't pay P&C's share of PCT. Most of the cutting is going to Irving's mills. If the Town doesn't pay P&C's share they (Irving) will abandon the project. Pat stated that a decision needs to be made tonight so that he can contact Laura Audibert with the Boards decision. The migrant workers will be leaving if the pre commercial thinning is not going to be done.

Steve Belanger made a motion to pay our 50% share and that's it. Gerry Cormier seconded the motion. Motion carries.

Pat asked the Town Manger to write Irving a letter addressed to Ked Coffin with a copy going to Laura Audibert, notifying them of the Boards decision. Add that the Board will review it for next year come up with a consensus of how to go about it. Pat stated that he would hate to see the whole project abandoned.

Pat then directed the meeting to Item #13.

319 Grant/Lewis Cousins, CEO & Amy Collins, Grant Project Coordinator - Lewis Cousins, CEO for the Town, explained the violation of the 319 Grant. He reported that the Notice of Violation came today and the Town was not named as a violator. Shamrock

Logging was along with the property owner, Bill Ward. There will be a fine and the property will have to be restored to the way it was originally. We will, in the future, issue a Town Shoreland Zoning Permit as well. Pat Raymond stated that there should be some coordination between you, Amy, and Lewis for these buffers. Amy explained that when Lewis came on Board that Val Whittier of DEP had told Lewis to leave the 319 Grant alone. The buffers that have been done in Portage are in violation of the Shoreland Zoning Ordinance, but the State said the 319 Buffers are a totally different thing. The state has allowed the contractors to place material right up to the water. Mark Russell granted a Permit by Rule to Leo Cormier for a 3 foot rip rap wall. When we went there, it turned out to be a 9 foot rip rap wall. This was a 100% violation. DEP issues permits to contractors. Portage Construction tells the homeowner that they can do whatever they want. When Dan Higgins put granite on his shorefront as part of his buffer, Kathy Hoppe was upset. Mark Russell came to inspect and stated that it would do more damage to remove it so it stayed the way it was. Amy cited other incidents where DEP contradicted the requirements of the Shoreland Ordinance. They issue the Permit by Rule and never check on it.

Pat Raymond asked Lewis if he was aware when these projects were going on? Lewis responded that when permits are applied for, DEP grants the permit. The Town gets a copy 14 days later and the work is usually done by then. A letter needs to go to Mark Russell to tell him the Town needs to be informed of any permits issued in the Town of Portage Lake before the permit is granted. Amy reiterated other examples of violations, stating that fines were paid and nothing more was done. Pat asked who designs the projects for the 319 Grant. Amy responded that she, DEP, Kathy Hoppe, and the landowner meet to go over the project. Pat asked if this was in writing, to which Amy answered, no. Amy gave more information on the buffer requested at the Cormier property. She reported that the contractors in town are doing what they want to. She also asked how Maine Woods got away with all they have done for as long as they have? Pat stated that was his point. How can it be enforced if the CEO doesn't know about it? Amy read a paragraph to the Board about what needs to be done on the Ward property and stated that DEP will settle out of court. More discussion followed on the Ward violation and how it should be handled.

Lewis stated that because the 319 Grant is DEP sponsored, they have to be aware of the Shoreland Zoning Ordinance. Pat is appalled that the Town wasn't aware of these permits being issued. He asked if other Board members were aware of this? Steve Belanger stated that he did, but he wasn't aware that it was an ongoing grant. Gerry Cormier asked who is in violation if DEP grants a permit without getting a permit from the Town. Without the permit, they are in violation.

Amy asked why, when they (DEP) knows they have been in violation, are they singling out one person? Pat stated that the landowner is responsible if present. If the contractor is left to use his discretion, then he is responsible. The Board agrees DEP must contact the Town as soon as an application is received; not after the fact, and that the contractors need to know that they must get a permit from the Town. Amy suggested that this information should be put in the Town Report.

The Board thanked Amy for coming in.

Pat returned the meeting to #3 on the agenda.

3. Truck Purchase - Pat updated Steve Belanger on the Public Hearing. Pat stated that now we have to go back to the Town to see if they will allow the Board to purchase a truck. This is because the Article at Town Meeting was never voted on. Rita reported that she had replayed the tape to find that the Article had been amended to read, "to gather information to present to the townspeople at a public hearing." Pat asked the Board if the truck should wait until Town Meeting or go to a Special Town Meeting? Steve Belanger said that by the time we get a truck it will be February, so we might as well wait for Town Meeting. The Town Manager stated that if the board chooses to wait, the quotes we have received will be void. Prices will change again and we have no control over the interest rate. Steve asked about purchasing a used truck. Discussion on a used truck followed. The Board discussed the three quotes received and some of the differences between the Ford, GMC, and International. The quote from Howard P. Fairfield was discussed. Gerry Cormier asked if any other quotes were received for the plow equipment. The Town Manager reported that most Towns purchase through H.P. Fairfield. Pat stated that having a dealer close by should be a consideration. Steve Belanger stated that Sterling is serviced in Presque Isle and International in Ft. Kent. Gerry Cormier mentioned that GMC can be serviced at MPG. Gerry Cormier stated that he would refrain from commenting on the quote from O'Connor. Gerry also asked about getting a quote from Craig Equipment for the plow, wing, and sander.

A motion was made by Steve Belanger to go with O'Connor for price but if Sterling can get a truck sooner go with them.

The Town Manager was directed to call all three companies to ask how soon we can get a truck. There are questions on the warranty on the Sterling.

Steve Belanger rescinded his motion. Gerry Cormier made a motion to find the quickest truck available and meet at 6:30 on Monday evening to decide on a truck and set a Town Meeting date. Motion seconded by Steve Belanger. Motion carries.

4. Transfer Station Building - Nothing to report.

5. Tennis & Basket Ball Courts - The Town Manger reported that both courts are completed. Gerry Cormier has had compliments and would like to have this passed on to Vaughn.

6. Drainage Ditch Behind Municipal Building -

7. Bear Bait Permit - Completed.

8. Tractor/Mower Repairs - The Town Manager reported that the tractor/mower has been to Presque Isle for repairs, but still wasn't running right. Pat recommended sending it back to have it repaired.

9. Winter Sand Policy - Tabled

10. Palesky Proposal - Tabled

11. Seaplane Base Lease - The Town Manager presented a FAX from Donald Everett responding to the letter he had received from the Town Manager regarding issues at the Seaplane Base.

12. Walking Trail Grant - Nothing to report.

13. 319 Grant - Done.

NEW BUSINESS:

1. Sander Maintenance - The Town Manager reported that this is an item that was brought up last year and she still has had no success in finding anyone to sandblast and paint the sander. Rick Saucier has quoted a price for sandblasting only, and another for sandblasting, priming, and painting. A motion was made by Gerry Cormier to accept Saucier's bid for sandblasting, priming, and painting. Motion seconded by Steve Belanger. Motion carries.

2. Transfer Station Closing - The Town Manger reported that things are slowing down at the transfer station. She asked the Board if they wished to stay open until the end of the month or close the Saturday before Columbus Day? The Board recommended closing the 9th of October.


3. Abatement for P/P Tax Bills - Tabled


4. Pole Permit - Signatures required for Verizon Permit to install a pole on the Hathaway Road. After reviewing the permit and the location of the Pole the board signed the permit.

5. Taxpayer Letter of Request - The Town Manager presented a letter from Milton Clark regarding the amount of taxes he has to pay on a small lot on the lake. He requests a meeting to discuss this with the Board. No action taken.

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

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECT PERSONS MEETING
October 13, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of September 22, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Land Management Plan
3. Truck Purchase - Interest Rates
4. Transfer Station Building - Proposed for 2005
5. Drainage Ditch Behind Municipal Building
6. Tractor/Mower Repairs
7. Winter Sand Policy
8. Palesky Proposal
9. Seaplane Base Lease
10. Walking Trail Grant
11. Recommendations for West Road

NEW BUSINESS:

1. Resident Issues - Gary Chance
2. Signatures for Warrant to Elect School Board Rep.
3. Proposed 2005 State Valuation
4. Signature - 801 Form
5. Request for Donation - Combat
6. Invitation to Landowners Supper

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
October 13, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Gary Chance, Resident.

A motion was made by Steve Belanger to accept the minutes of September 22, 2004 as written. Motion seconded

A motion was made by Gerry Cormier to table Old Business until item one under New Business has been heard. Motion seconded by Steve Belanger. Motion carries.

NEW BUSINESS:

1. Resident Issues - Gary Chance. Mr. Chance extended apologies for having left Town in a hurried manner and leaving the Board. This was due to his sisters' death. He thanked Gerry Cormier for filling the remainder of his term as selectperson.

Mr. Chance wanted to bring to light a situation that Mr. Cousins (Portage Lakes CEO) has put him in. He stated when he returned to town he approached Mr. Cousins to get back on track with his building projects. He stated his plumbing permits had expired and that when he saw Mr. Cousins, he was irate with him. Mr. Chance stated he didn't know why as he hadn't seen Mr. Cousins in two years. More importantly, aside from getting my plumbing and building permits in place, which I have, I need Maine Public to put power on my property. To do that, there is one piece of paper that Mr. Cousins needs to sign. That paper simply states that "Is this property a subdivision, or not?" That's all that paper states. It has nothing to do with plumbing permits, building permits, or anything else. I know this because I have talked with a lawyer, in July when I started having problems. I talked to Pat (Raymond) a couple times, and he went to bat for me. Mr. Cousins response was all I needed was a building permit. I went back to Mr. Cousins the next day and expected to buy the permits and be on my way. Mr. Cousins refused to sign them. His reason was that I was occupying the building. So, as a result, I have moved into a tent out in my driveway, because of the new ordinances that have been passed, I was afraid of being fined for living in my own camp. Mr. Chance stated that due to that he was under a lot of stress for about six weeks. He went on to say that he had gotten another soil scientist to do a test. Mr. Dana Chapman, a man of forty some years of experience, came to retest my property and draw up plans that would pass. In that time period, six or seven weeks, Mr. Cousins still did not sign that paper so that I would have power on my property. Mr. Chance stated that he took his septic plans to Mr. Cousins and he finally signed that paper. Mr. Chance's attorney told him that these were two separate issues, electricity and plumbing. He stated that he believes that Mr. Cousins has overstepped his authority and caused him considerable amounts of stress and discomfort.

He went on to explain his situation due to the fact he does not have electricity and blamed Mr. Cousins for his situation. He stated he has suffered for months because of Mr. Cousins. He asked the Board what happens to Mr. Cousins when he is in the wrong? Does he get fined. Pat Raymond stated he had talked with Lewis about Gary's situation and Lewis stated that he (Gary) was not legal as he did not have a plumbing permit. Pat asked the Town Manager if she was aware of this requirement in any of the codes or ordinances. Rita Sinclair stated that this was beyond her knowledge, especially since the new ordinance was adopted. The Board was in agreement that they needed to meet with Lewis to ask these questions. Gary Chance stated that they could do what they thought best, but Mr. Cousins has already lied to Pat once, if not twice. When the Board asked if Lewis had been up to his place to follow up. Mr. Chance stated he had not. Steve Belanger stated that he should have to be sure you are following what it states in your building permit. Town Manager, Rita Sinclair, stated she believes Lewis has been there, but perhaps Gary was not at home. More discussion followed on what had transpired with Mr. Chance's permits. (Refer to Side 1 of audio tape of Oct. 13 Min) Pat Raymond stated that Lewis should have contacted Gary to let him know of the states decision. After more comments from Mr. Chance, the Town Manager stated in all fairness, Lewis should be present. After discussion on the previous site plans prepared by Bill Hersey and more comments from Mr. Chance about Mr. Cousins, Gerry Cormier warned Mr. Chance to be careful as he was making accusations that Board needs to discuss with Lewis Cousins. Gary repeated that Mr. cousins had treated him unfairly and has caused him undue stress. Town Manger, Rita Sinclair, asked Gary what he did when he previously lived in Portage in that same building? You didn't have electricity then, how did you manage? After some thought, Gary stated that he had a lantern and got by, but he wasn't there more than a month or so. Gary advised the Board to contact Maine Municipal Association to get legal information as he was unable to. Since he is not a Town official he doesn't have access to this service. Gerry asked questions of Gary trying to get the situation straight and make the connection between the building and plumbing permits. Gary reported that he told Lewis that he couldn't make Mr. Chapman work any faster, but Lewis still refused to sign the papers. Gerry asked if Lewis refused to sign the building permit. Pat stated it was the affidavit for power that Lewis needed to sign. He also stated that Lewis had told him Gary did not have a building permit. Gary said he already had paid for a permit, but never got the actual permit, but he does have a receipt. Again, Gerry Cormier stated he feels that the Board has enough information and a meeting with Lewis is needed. Gary went on to accuse Lewis of abusing the power of his office by fining people. Gerry stated that the Board makes the decisions on fines. Pat stated that the Board would meet with Lewis to get answers to their questions. Gary asked that he would have power in the next few days, but how would that compensate him for the two or three months of living like an animal for no good reason. Pat responded that the Board will have no answers until they talk with Lewis. Gerry asked if Gary was looking for a hardship to be compensated for somehow, then he can do that. Gary stated that was not what he was asking for that. Pat then stated that the only recourse Gary has is to take us to court. Gary stated he doesn't want to do that. Pat again stated that if there are issues, the Board will take care of it.

Gary's next issue -- when he was on the board he proposed for the sake of the Town and all public employees, more specifically Vaughn and anyone who was working by the hour, not necessarily Rita and Kathy, fill out a daily time sheet. A simple time sheet as he did for five years when I worked on scales. It's simple stuff that shows that you got eight hours in for the day. This is a matter of public record so anyone who asks can see what he was doing on any given day. Pat interrupted to ask if this was being done now to which the Town Manager responded, "yes; it is." Mr. Chance continued with he has been told that his practice had been discontinued. The Town Manager asked who had told him that. Mr. Chance responded that he didn't know and that this was important to him as it was voted unanimously to be a permanent thing. As long as it is being done I have no problems with it.

One last issue -- two years ago while I was still on the Board, Pat and I and Gloria, spent two to three hours on a Saturday driving around town looking at the streets. There are a number of places where the cracks are an inch or more wide. We were concerned that those cracks should be blown out with an air compressor and filled with some kind of sealer because the water gets down in there in the fall, freezes, and pops that hot top up. It seems to me that we had a handle on that situation, but the work never got done. Two years of it, fellas. If you want to keep buying hot top roads for the town it don't make any difference, but we made the effort and nothing got done. It in your hands. Gerry thank Mr. Chance for the information. Mr. Chance thanked the Board for their patience and for listening to him.

Pat returned the Board to the Agenda and the Warrants.

The Selectpersons reviewed and signed the Treasurers Warrants.

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - the Town Manager has nothing new to report. Pat reported that he was supposed to have met with Mr. May on Friday. That was canceled and rescheduled for Monday. He didn't show. Pat stated that Prentis & Carlisle is looking to sell. Steve reminded the Board that Irving didn't want to sell. Pat stated that they may have reconsidered. Gerry asked if it would be possible that the Town buy out Prentis & Carlisle's share. Pat said that may be possible. He would continue to make contact with Jim May.

2. Land Management Plan - Nothing to report.

3. Truck Purchase - Interest Rates - The Town Manager reported that she had received 3 quotes for rates. International's rate 4.77 % on an annual payment. Norstate Federal Credit Union would have an interest rate of 5.74% over 5 years. Katahdin Trust at 3.50% per annum, tax exempt. Term would be 5 years with annual payments of \$7,370.01. The first payment would be due in October of 2005. There is also a \$50 documentation fee.

A motion was made by Gerry Cormier to accept the Katahdin interest rate of 3.50%. Steve Belanger seconded the motion. Motion carries.

4. Transfer Station Building - Proposed for 2005 - Nothing to report.

5. Drainage Ditch Behind Municipal Building - The Town Manager reported that the work is completed. It is seeded and will be mowable.

6. Tractor/Mower Repairs - The Town Manager reported that Total costs to repair the tractor were more than anticipated. The parts were \$2,005 and labor was another \$300. Steve asked what the actual problem was. Rita stated it was the transmission rather than the pump. Discussion on the age of the tractor and cost effectiveness and value was discussed.

7. Winter Sand Policy - Tabled until next meeting.

8. Palesky Proposal - The Town Manger reported that this is not just hype. There will be repercussions for the municipalities and the taxpayers. It will benefit big business and taxpayers who are not residents of the state of Maine. Gary Chance asked what the proposal was. Steve Belanger answered that it is a limit to cap taxes at 1%. Rita went on to remind the Board that Portages values would go back to 1988 since the most recent revaluation wasn't done until 1999/2000. We would still have to pay our SAD assessment, county tax, and the TIF with Maine Woods. Keep in mind that since we are a calendar year that we will be operating off unencumbered surplus.

9. Seaplane Base Lease - The Town Manager has nothing more to report. Does the Board wish to have the Town Manager mention that to Mr. Everett? Pat stated that according to Mr. Everett's letter they are complying with all that they are supposed to. Gerry reminded the Board of the options made by the Towns attorney. Pat stated that was one of the options, not to accept the check. If we go with that option, we will be opening a can of worms. Gerry stated that we already have because the Board voted not to accept the check, to get them to come in to discuss the lease. Steve asked what if they don't want to discuss it. Gerry answered that we would have to see where it would go after that. It was a motioned it carried so we have to see where it takes us.

10. Walking Trail Grant - Nothing to report.

11. Recommendations for West Road - The Town Manger presented copies of the report she had received from Central Aroostook Soil & Water. The Board read the recommendations made by their engineer. Gerry Cormier stated he was hoping for something different. Steve asked about Town right of ways on that side of the lake. Rita stated that there were none. Pat said it would require easements for culverts. He suggested sending out letters to see what the response would be. Gerry asked if Vaughn would be able to search that out to see if there are any areas that would be able to handle a volume of water. The Town Manager will discuss this with Vaughn.

NEW BUSINESS:

1. Resident Issues-Gary Chance - Previously done.

2. Signatures for Warrant to Elect School Board Rep.- the Selectpersons signed the Warrant. When asked who was running for the position, the Town Manager responded that Geraldine Condon will be on the ballot and that Shelly Bolstridge is running as a write in.

3. Proposed 2005 State Valuation - The Town Manager presented a copy of the State Valuation to the Selectpersons for their review.

4. Signature for 801 Form - Pat Raymond signed Portage Construction's 801 Form as Assessor for the Town of Portage Lake.

5. Request For Donation - Combat --Tabled

6. Invitation to Landowners Supper - the Town Manger presented a copy of the snowmobile club's invitation to the supper at Deans on October 23. She will be out of Town that weekend and therefore unable to attend.

SELECTPERSONS CONCERNS:

Pat Raymond - Winter Sand. When will it be put in? The Town Manger reported that Dan Higgins will be here in the morning to assist Vaughn to mix and store winter sand. She stated that she had received rates from Portage Construction and MTK in Ashland. Dan Higgins is available and will meet MTK's rate of \$50 per hour.

Steve asked if the doors on the sand shed are locked. Rita responded they are.


Gerry asked if Milton Clark is going to meet with the Board. the town Manager will send a copy of the meeting schedule and a brief letter to Mr. Clark.


Pat announced that the Fish Lake Road will officially be closed October 24th. The Camp's have agreed to have their trucks come in that way too. The Little Machias Road will also be closed.

Pat suggested that a meeting be scheduled with Lewis as soon as possible. Rita reported that Lewis will be here tomorrow for a Planning Board Meeting. Rita is to ask Lewis if he can meet with the board prior to his meeting

Gerry Cormier made a motion to adjourn at 8:30 PM. Seconded by Steve Belanger.
Motion carries. (Time 1 hr. 30 min.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

TOWN OF PORTAGE LAKE
EMERGENCY SELECTPERSONS MEETING
October 14, 2004
6:30P.M.

Call Meeting to Order

Roll Call

1. Personal Issue - Executive Session

TOWN OF PORTAGE LAKE
EMERGENCY SELECTPERSONS MEETING
October 14, 2004
6:30 PM

The meeting was called to order at 6:30 PM by Chairperson, Pat Raymond.

Present: Pat Raymond, Chairperson; Steve Belanger and Gerry Cormier, Selectpersons; Rita Sinclair, Town Manager; and Lewis Cousins, CEO.

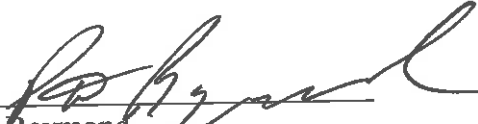
1. Personal Issue - Executive Session: A motion was made by Steve Belanger to enter into an executive session at 6:32 p.m. to discuss a personal issue. Motion seconded by Pat Raymond. Motion carries.

Motion by Steve Belanger to come out of executive session. Motion seconded Pat Raymond. Motion carries. Time 7:00 p.m.

The Boards decision was that the Town Manager will write a letter to Mr. Chance stating that there are some unresolved matters and that he needs to meet with Lewis Cousins to resolve them.

A motion was made by Steve Belanger to adjourn the meeting at 7:10 p.m.. Motion seconded by Gerry Cormier. Motion carries. (Time 40 minutes.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING**

October 27, 2004

7:00 P.M.

Call Meeting to Order

Roll Call

Approve Minutes of September 22, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Land Management Plan
3. Truck Purchase - Documents
4. Winter Sand Policy
5. Palesky Proposal
6. Seaplane Base Lease
8. Walking Trail Grant
10. Recommendations for West Road
11. Resident Issues

NEW BUSINESS:

1. 1980 & '89 International Truck Comparisons
2. TIF Inquiries
3. Invitation to Dedication (NMVCC)
4. Can Am Dog Sled Check Point
5. Manager Workshop Request

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
October 27, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager.

A motion was made by Gerry Cormier to accept the minutes of the October 13, 2004 meeting as written. Motion seconded by Steve Belanger. Motion carries.

A motion was made by Steve Belanger to accept the minutes of the October 14, 2004 meeting as written. Motion seconded by Gerry Cormier. Motion carries.

The Selectpersons reviewed and signed the Treasurers Warrants.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - Pat Raymond reported that he and Jim May of Prentiss & Carlisle walked the area from the chip plant road to the septic system site. First of all, there is a brook, then there are several springs with pipes and lines attached. In the whole area we may be able to get 2 or 3 more sites for septic systems. Prentiss & Carlisle wants to sell based on the sale of the first site which was \$2,000. Square footage would have to be figured to get the cost acre if the 4 acre parcel is to be purchased. Then it would have to be brought up at Town Meeting. Steve Belanger asked what we would do with the land we couldn't use. Pat stated that the Town would have to figure out the cost per site and sell the lot to anyone requesting a septic site. Pat stated that he was open to suggestions from the other Board members. Discussion followed on the cost per acre and if it would be acceptable to the townspeople at Town Meeting. This would cost \$30,000 to purchase the 4 acres. Gerry suggested pursuing the smaller lot.

Gerry Cormier made a motion to purchase the lot for the Carmichael & Sylvester septic systems. Steve Belanger seconded the motion. Motion carries.

2. Land Management Plan - Nothing to report.

3. Truck Purchase - Documents - Paperwork not received.

4. Winter Sand Policy - Moved to end of meeting.

5. Palesky Proposal - Nothing has changed.

6. Seaplane Base Lease - Nothing to report..

7. Walking Trail Grant - The Town Manager reported that she had spoken with Mike Ouellette and Tom Tardiff of Montreal, Maine & Atlantic Railroad and they think the easement could be granted. Stipulations are a fence or barrier, and documentation of liability. An agreement needs to be drawn up for their review. The Town Manger asked if it would be possible to use funds from the Recreational Account for this. Pat stated that the \$2,000 appropriated for grant applications should be used for administrative costs.

8. Recommendations for West Road - the Town Manger reported that she was unable to make arrangements with Phil Curtis of Maine Local Roads Program for tonight's meeting.

9. Resident Issues - The Town Manager asked the Selectpersons if there were any questions regarding the charges made by Gary Chance relative to his permits. Pat stated that the issues Mr. Chance had are being resolved. The Town Manager asked about the road issue that Gary had brought up about sealing the cracks. The Town doesn't have the equipment to seal the cracks. Pat stated that some of the larger cracks could be sealed with cold patch in the future.

Pat reported that he had a resident with an issue about fire wood. Pat explained that Seven Islands has contracted Ken Rossignol to handle the wood. Anyone can get wood. All they have to do is contact Ken to make arrangements to get wood. There is a cost per ton which Mr. Rossignol collects from the individual and then he pays Seven Islands.

Pat asked if there were any complaints about the road closing. Rita reported that she had complaints from residents and a trucking company.

NEW BUSINESS:

1. 1980 & '89 International Truck Comparisons - The Town Manger presented copies of comparisons made by Public Works Director, Vaughn Devoe, to the Selectpersons. After reviewing the comparisons the Board feels there is no rush to decide which truck, if any, will be sold. Pat asked the Town Manger to get a book value on the 1980 International.

2. TIF Inquiries - The Town Manger reported that a resident had requested information on the road closing, the wood agreement the Town has for residents, and the land involved in the Maine Woods Project. Pat Raymond explained that the practice for wood for residents had nothing to do with Maine Woods Co. This was covered in item 9 above.

3. Invitation to Dedication (NMVCC) - The Town Manger presented an invitation to the Selectpersons to the dedication of the "Missing In Action Park" on November 11, 2004 at 11am.

4. Can AM Dog Sled Checkpoint - The Town Manger reported to the Board that John Kaleta has asked if Portage would host a checkpoint again this year. A motion is made by

Gerry Cormier and seconded by Steve Belanger to allow the Portage Lake Municipal Building to be used as a checkpoint.

5. Manager Workshop Request - the Town Manger has requested to attend a Municipal Law for Tax Collectors and Treasurers Workshop in Augusta on November 17, 2004. The Board grants approval for the Town Manager to attend the workshop.

SELECTPERSONS CONCERNS:

Steve Belanger - A resident reported that the tar on the Fox Hill Road is soft and will splash on vehicles in the spring. The resident is concerned that the tar will come through if there isn't enough chip on the road. Pat asked the Town Manager to check on this as soon as possible.

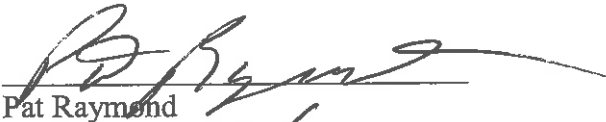
Having no other concerns the Board reviewed the draft of the Winter Sand Policy submitted by the committee members Cherry Danker, Diane Michaud, and Mary Ann Caron. After some changes and several deletions by the Board, Pat asked that the Town Manger draft this for their review at the next Board meeting. Once reviewed and accepted, the policy will be posted.


A letter will be sent to the committee members thanking them for their time and effort in preparing this draft for a Winter Sand Policy.

Gerry asked that the policy be reviewed by CEO, Lewis Cousins, to see that it conforms to Town ordinances.

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

APPROVED:


Pat Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
November 10, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of October 27, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Land Management Plan
3. Truck Purchase
4. Winter Sand Policy Draft Review
5. Seaplane Base Lease
6. Walking Trail Grant
7. Recommendations for West Road
8. 1980 International Book Value
9. Dedication (NMVCC) -Reminder

NEW BUSINESS:

1. Assessor Signature 801 Form
2. Stumpage Check
3. Cemetery Expansion
4. Maine Transportation Conference
5. Seniors Request
6. Partnership for a Healthy Community
 - A. Communtiy Needs Assessment Survey
7. Request to Change Meeting Schedule

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
November 10, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Gerry Cormier, Selectperson; Rita Sinclair, Town Manager.

A motion was made by Gerry Cormier to accept the minutes of the October 27, 2004 meeting as written. Motion carries

The Selectpersons reviewed and signed the Treasurers Warrants.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easement For Carmichael & Sylvester - The Town Manager asked if the Board was looking at a flat rate for the lot the Town is purchasing? Pat responded that it would be based cost per square foot of the lot that was previously sold. The Towns share would be deducted and the remainder would go to Prentiss & Carlisle and Irving based on their percentage of ownership. Town Manager, Rita Sinclair will draft a letter to both companies with a breakdown of the purchase price.

2. Land Management - The Town Manager reported that Jim Dube was in to drop off a check for stumpage. At that time she asked him about the stumpage agreement for 2005. He stated that he would make sure we have it before Thanksgiving. Rita reported that she mentioned the purchase of the lot for the septic systems. He was unaware that the Town would be purchasing as he had not heard from Jim May. Pat asked if and when Jim Dube had been sent any information. Rita stated she had sent copies of the map, the size of the lot, and the septic site plans to him back when Jim May reported that Prentiss & Carlisle wanted to sell. Pat and Gerry looked at the breakdown of the stumpage and discussed the method used for tonnage.

3. Truck Purchase - Nothing new to report. Pat asked if it had been decided what color the truck would be. Rita believes that it is supposed to be red.

4. Winter Sand Policy Draft Review - The Town Manager presented a draft of the policy for the Selectpersons to review. It was decided to remove some of the wording on #8 and review it at the next meeting.

5. Seaplane Base Lease - Nothing new to report.

6. Walking Trail Grant - The Town Manager reported that she doesn't see how they can make the deadline. She had contacted MMA Liability Insurance to ask about the liability for a walking trail on property owned by someone other than the Town. Michelle stated that it could be done, but to be extremely careful to stay within the Torte Claims Act that covers government entities. Rita is concerned about the lease for the Town square and would like to have the Towns attorney look at that and also get the proper wording for any agreement with Montreal, Maine & Atlantic for a walking trail.

7. Recommendations For West Road - Nothing to report. Rita asked that this be tabled until a later date. The Board would like a planning session before the budget meeting to decide what might be done and the cost incurred.

8. 1980 International Book Value - The Town Manager reported that Katahdin Trust checked on the book value on a 1980 International, including plow frame, pto, wing tower, and wing, ranges from \$7,500 to \$10,000. Pat suggested the Board wait until spring before deciding what to do.

9. Dedication (NMVCC) Reminder - A dedication ceremony will be held at the Northern Maine Veterans Cemetery on Thursday, November 11, at 11 A.M. The Town Manager will be unable to attend.

NEW BUSINESS:

1. Assessor Signature 801 Form - The Town Manager presented an 801 Form for personal property at the golf course from Deere Credit Inc. for a signature. Pat Raymond signed for the Board of Assessors.

2. Stumpage Check - Discussed under #2 under Old Business.

3. Cemetery Expansion - The Town Manager reported that she has conversed with Robin Richtarich, an heir of an owner of land between RT. 11 and the town cemetery. The initial offer was for \$1,000 and that was based on Randy Tarr's assessed value. Ms. Richtarich believes that the Town should not penalize her because they only want a portion of an acre. She feels that if property is worth \$5,000 an acre, then the Town should be willing to pay \$3,000 for a portion of that acre. Ms. Richtarich has had a realtor look at the property to get a market value on it. She also asked the Board to consider purchasing the whole lot which runs to the intersection of Rt. 11 and Fox Hill Road. Rita believes the Board should counter offer rather than just pay the \$3,000.

4. Maine Transportation Conference - The Board was presented with information regarding a transportation conference in case there was any interest. Cost for the conference is \$90. Rita stated she was not interested in attending.

5. Seniors Request - Wilza Robertson has asked permission for the Seniors (Over Fifties Group) to hold a yard sale in the municipal building. A fee of \$10 per table would be charged for anyone wishing to participate, and the proceeds would be used to purchase some new tables for the municipal building. The Board approves this plan.

6. Partnership for a Healthy Community

A. Community Needs Assessment Survey

The Town Manager reported that she and Corinne Routhier had met with Carol Bell of Partnership For a Healthy Community to discuss the grant application. Carol had some suggestions and later that day walked the proposed trail with Corinne. She will be looking for other grants that may help the Town with a walking trail. The municipal building was mentioned as a walking place for individuals and Carol asked if they could post it on their website. Rita stated that she would make the request to at the next Selectpersons Meeting. The Board agrees to utilizing the building as a walking place.

Carol left some surveys with Corinne and Rita to get some feedback from the community. Rita presented the surveys for towns people to fill out to see what the needs are in the Town. This information goes back to Partnership For a Healthy Community. It provides this organization with input on what they may be able to do to assist the town. Rather than send these out they will be placed possibly at Deans and Coffins and returned to the Town Office to be sent to Partnership For a Healthy Community.

7. Request to Change Meeting Schedule - the Town Manager requested to change the meeting from Wednesday the 24 to Tuesday the 23. She would like to leave to drive down state Wednesday rather than Thanksgiving morning. Gerry will check his calendar and will call if there is a conflict. Otherwise the change is agreeable.

SELECTPERSONS CONCERNS:

Pat - letter to Gary Chance from Lewis on building permit. Gary called Pat and claimed he spoke with Nick Archer and he saw no problem with the site. Pat suggested that Gary get this in writing and meet with Lewis to review this.

Pat questions why the septic tank was put in? Why was it allowed? The same goes for the building permit. Why wasn't it stopped before it came to this? It should have been addressed immediately. The other issue is with the mobile home that was demolished. Lewis needs to allow Gary time to clean it up. He has no money to get this done. He should be allowed to have until summer to get the clean up done.

Lewis needs to follow the rules with no exceptions! What can you (Lewis) do to help this situation? Gerry suggested having Lewis come to the next Selectpersons meeting. More discussion followed regarding the installation of the septic tank.

Pat doesn't want to see the ditch ruined by having Gary try to get the debris from the old trailer removed.


Gerry - None

Rita - fencing for basket ball court. Rita spoke with Glenn Cusack of the PLSC and asked if they would be fencing the area around the court. Glenn stated that they would run a strip along the court or he would get the fencing for us to place where we wanted it. Rita will have Vaughn start at the tennis court and go around the basket ball court to prevent the possibility of snowmobilers getting off the trail and onto the basket ball court.

Gerry made a motion to adjourn at 8:10 P.M. Motion carries. (Time 1 hr. 10 min.)

APPROVED:


Pat Raymond


Gerry Cormier

Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
November 23, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of November 10, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Land Management Plan
3. Truck Purchase
4. Winter Sand Policy Draft Review
5. Seaplane Base Lease
6. Permit Issue, Lewis Cousins, CEO
7. Walking Trail Grant
8. Recommendations for West Road
9. Cemetery Expansion, Land Purchase

NEW BUSINESS:

1. NAWSP III Pre Grant Survey
2. Budget Committee
3. Holiday Closing/Thanksgiving & Christmas

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
November 23, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Gerry Cormier, Selectperson; Rita Sinclair, Town Manager; Donald Everett, Gary Chance, and Daniel Higgins, Residents; Lewis Cousins, Code Enforcement Officer.

A motion was made by Gerry Cormier to table all business to discuss Item #5 Seaplane Base Lease under **OLD BUSINESS**. Motion carries.

The Town Manager presented a letter from Currier & Trask, attorney for Don Everett, to the Board along with a certified letter from Don Everett, possibly the 2004 payment for the lease. The letter from the attorney referred to the lease between the Town and Donald Everett and the 3 year automatic renewal. After reviewing the letter, Slecectperson, Gerry Cormier asked for a copy of the letter sent to Don Everett regarding the payment for the lease.

Gerry stated that there were residents who expressed several concerns regarding the Seaplane Base. Pat has also had some. Don stated that the former Town Manager, Ray Beaulier, had advised them to put up the "Private Property" signs. They have since been removed. Gerry pointed out what the Towns attorney had advised regarding the 3 year automatic renewal. Don reported that he did not draw up the lease. Gerry referred to section 10 of the lease which states that seaplanes and boats should be able to dock there. Complaints have been received about not being able to get to the dock because of vehicles in the way. Don stated the he has never denied access to the dock, although he is not always there. He doesn't mind people coming down, but he does not want kids down there drinking.

Gerry stated that he his concern was with the 3 year automatic renewal. Pat reported that the Board is being addressed for having lost control over the property. Don stated that he was tired of being hassled every year. Don stated that he as a resident, not a lessee, he doesn't see why the Town would want to hold on to something that isn't producing revenue. Discussion followed on the advantages and disadvantages of keeping this lot as a Seaplane Base. He asked the Board if the Town wants to own property this property in the next five or ten years? Gerry's response was that he sees this as historical value as part of the Towns history. Pat responded that he would like to see the Seaplane Base turned into a park with the building gone. Don asked if the Town wanted to sell the lot, to which Pat responded he was not interested in selling, he would rather see it as a park.

Pat asked that Rita open the envelope to see if it contained the lease payment. Gerry made a motion to accept Don Everetts check for the lease and renew for three years. Motion carries.

Dan Higgins stated he was on the Board at the time the lease was drawn up. The Town Manager at that time, insured the Board that the lease was the same as the previous lease. He (Dan) didn't read the lease completely before signing it.

Pat returned to the order of the agenda.

A motion was made by Gerry Cormier to accept the minutes of the November 10, 2004 meeting as written. Pat seconded the motion. Motion carries.

The Treasurers Warrants were reviewed and signed by the Selectpersons.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

1. Easements for Carmichael & Sylvester - The Town Manager presented copies of letters and the calculations she had drafted to Prentiss & Carlisle and Irving regarding the purchase of the lot on West Road. The Board reviewed the calculations and made recommendations on the letters. Rita will make the necessary changes.

Lewis Cousins arrived and Gerry made a motion to move to #6 **Permit Issue**. Pat made Lewis aware of the problem he had with Lewis's letter to Gary Chance regarding the old trailer. He feels Lewis should be more lenient with the length of time he has allowed for cleanup. Pat stated that he doesn't want the ditch ruined by vehicles trying to remove the debris. He also stated that Gary needs to come up with a resolution to this. Gary responded that come spring he will be able to purchase a culvert and have the debris removed. Lewis stated that he was agreeable to any date come spring. Pat requested that Gary submit a letter to Lewis stating his plan for clean up and a time frame for getting this done. Danny stated he offered to remove the debris for Gary. He wants a roll-off to get it all out of there, but wants to wait until July or August when the water is at its lowest.

Pat asked if a permit was required for a culvert. Lewis responded that if it is a "curb cut" for a driveway, it will need a permit and also there is a town policy for setting culverts. Rita stated that the individual purchases the culvert (through the town) and the Public works dept. installes it to town specifications. Gary asked if the debris could be buried on site and Lewis answered that it could. Danny stated that he could do the job with his excavator, and will work with Lewis in Gary's absence.

Pat asked for other issues that Gary might have. Gary stated he has issues with the septic system. He proceeded to draw a map on the chalk board of his lot for those who have never been there. He showed the site designed by Bill Hersey, Site Evaluator, to the back of the lot. Gary stated he would have to build a road and then lay 400 feet of pipe to get to the site. He would also have to get a wetlands permit as the water table is only 10 inches. Danny Higgins estimated the cost for all this to be \$16,500. Gary reported that he then hired Dana Chapman to do a site evaluation. Dana dug test holes and found the water table to be 25 inches. This site plan would be a gravity feed and

would be at the front of his property. This would be more practical. Gary stated that he had called Nick Archer, who called Mark Russell, and they agreed that the septic could be at the front of his property. He also called John Martin who also said Gary could put his leach field where he wanted it. Gerry Cormier asked what knowledge John Martin had of septic systems.

Pat told Gary that the Boards concern was not for where his septic system could go, but if he (Gary) was being treated fairly. Gary spoke of the visit Lewis and Mark Russell made to his property, uninvited. Lewis explained that he had asked Gary for a delineation. As soon as he receives that, he will issue the permit for the septic system. Gary asked where he could find someone to do this. Lewis responded that there were several options for Gary. Lewis again stated that the only hold up was the lack of the delineation he has asked Gary for. Gary went on to express his hardship for trying to get a septic system in. Gerry sees the only recourse Gary has is to go before the Appeals Board.

Lewis informed the Board, and others present, about the requirements for a septic system in a wetland. Lewis also reported that Chapman's design was only a preliminary design and it has to go by the codes, which state that a first time system can not be installed in a wetland. Gary would have to appeal this to the State Appeals Board. Gary asked for a name to contact. Lewis stated he is more than willing to help Gary with this process. More discussion followed on Gary's plans for a system when he started working on his house. Lewis doesn't question any discrepancies, or what Mr. Archer said; the fact remains that Gary needs a wetland delineation before anyone can approve a system. Gary stated that he was trying to cooperate with what was required of him, but Lewis didn't tell him what was needed.

Pat again told Gary that he needed to write a letter to Lewis stating what he will do with the clean up process, and make a contact for a wetland delineation, or an appeal to the state.

Dan and Gary thanked the board for their time and left the meeting.

The Selectpersons told Lewis to continue doing what he is doing. Lewis reported that he did not get the chance to rebut the issue of Gary's first permit. Lewis also stated he feels that the Board handled the situation well.

Pat returned the meeting to the order of the agenda.

2. Land Management Plan - the Town Manager presented copies of the Stumpage Agreement for the Board to review and discuss at the next meeting.

3. Truck Purchase - Nothing to report.

4. Winter Sand Policy Draft Review - The Board reviewed the changes in the policy and signed the new policy.

5. Seaplane Base Lease - Previously done.

6. Permit Issue - Lewis Cousins, CEO - Previously done.

7. Walking Trail Grant - Nothing to report.

8. Recommendations for West Road - Nothing new to report.

9. Cemetery Expansion/Land Purchase - The Town Manager reported that she had a conversation with Robin Richtarich, an heir to the property abutting the cemetery, and Mrs. Richtarich is asking for something more in the area of \$3,000 for the strip of land that the town is interested in purchasing. She has talked with Realtors in this area and land is selling for \$5,000 an acre. She feels they are being penalized because the Town only wants part of an acre. Rita asked if the Selectpersons would make a counter offer. After some discussion, the Selectpersons decided to make an offer of \$1,500. Rita will send a letter stating such to Mrs. Richtarich and also to the surviving owner.

NEW BUSINESS:

1. NAWSP III Pre Grant Survey - The Town Manager presented copies of this survey to the Selectpersons for their review. She explained what the NAWSP Program was about and how the Town might go about getting these surveys out to the public.

2. Budget Committee - The Town Manager asked the Board for recommendations for a Budget Committee. Pat and Gerry feel that the individuals on last years committee would be fine if they are willing to serve another year.

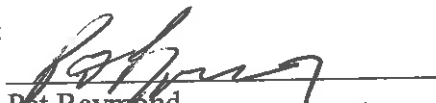
3. Holiday Closing/Thanksgiving & Christmas - The Town Manager asked if the Board had any objections to closing at noon on Wednesday, the 23. Since the State offices are only closing Friday before Christmas (the Town usually follows the States holidays), the Town employees would lose a half day holiday. The request is to take that half day before Thanksgiving to compensate only having one day at Christmas. The Board agrees to allow the Town to take the half day before Thanksgiving as their holiday.

SELECTPERSONS CONCERNS:

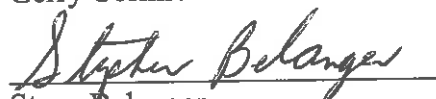
No concerns noted.

Gerry made a motion to adjourn the meeting at 9:00 P.M. (Time 2 hrs.)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SPECIAL SELECTPERSONS MEETING
December 1, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

OLD BUSINESS:

1. Truck Purchase - Interest Rate

TOWN OF PORTAGE LAKE
SPECIAL SELECTPERSONS MEETING
December 1, 2004
7:00 P.M.

The meeting was called to order at 7:15 P.M. by Chairperson, Pat Raymond.

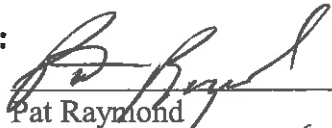
Present: Pat Raymond Chairperson; Gerry Cormier, Selectperson; Rita Sinclair, Town Manager.


OLD BUSINESS:

1. Truck Purchase-Interest Rate - Rita Sinclair, Town Manager, presented Katahdin Trust Company's most recent interest rate to the Board of Selectpersons. Rita explained that once this rate was accepted, the loan documents could be prepared for signatures. A motion was made by Gerry Cormier to accept the rate of 3.75%. The motion was seconded by Pat Raymond. Motion carries.

Gerry Cormier made a motion to adjourn at 7:20 P.M. Pat seconded the motion. Motion carries.

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
December 8, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of November 23, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Land Management Plan
3. Truck Purchase
4. Permit Issues Update
5. Walking Trail Grant
6. Recommendations for West Road-Phil Curtis, Maine Local Roads
7. Cemetery Expansion, Land Purchase

NEW BUSINESS:

1. Equipment Repair
2. Trapping Request
3. Registrar Appointment
4. Nomination Papers Available December 31, 2004

**TOWN OF PORTAGE LAKE
SELECTPERSONS MEETING
December 8, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; Dave Farnum, Resident, and Phil Curtis, Maine Local Roads Program Consultant.

A motion was made by Gerry Cormier to table the minutes until **BUSINESS FROM FLOOR** has been heard. Steve Belanger seconded the motion. Motion carries.

Dave Farnum stated that he moved to Portage Lake this year as a permanent resident, and would like to purchase land from the Town that is located across the street from his property on West Road. Gerry asked if he wanted to purchase the whole lot or a portion of it. Mr. Farnum responded that it would depend on what the Town would agree on. He does not want to see it developed. Pat reported that is part of the towns forest. He would not be in favor of selling town land. This is something that would have to go before the voters at Town Meeting. Mr. Farnum stated that he was in hopes to purchase in order to preserve the land. Pat stated that the town has a land management plan and would prefer to retain the land and have it managed through our plan. He went on to say that the Town has a forester who is conservative with cutting practices. Mr. Farnum stated that he would be interested in purchasing a lot as he snowshoes there and watches the deer.

Gerry invited Mr. Farnum to consider a position on the Planning Board or Board of Appeals. Mr. Farnum stated that he has served in similar capacity for Mapleton and isn't interested at this time. He then asked who takes care of the slash in the woods and what if someone wants it for firewood? Pat responded that he would have to contact Irving. Steve stated that Irving doesn't allow individuals to cut wood because of the liability involved.

Mr. Farnum thanked the Board for their time and left the meeting.

Pat then asked Phil Curtis of Maine Local Roads (#6 under **OLD BUSINESS**) to give his presentation. Phil introduced himself to the Board and gave a brief history of his background in municipal public works and roads. He reported his findings on the area of concern on West Road. He had viewed the area where the water tops the road in the spring and sometimes winter last spring and again today. Easements for culverts would be ideal, but it's not an easy to do so. There are two issues that may ease the problem. There's about 2100 feet from the cross culvert to the area where the road levels off, that is of concern. Ditching would solve some of the problem. The narrow ditch doesn't allow water to drain off the road bed. We have found over time, that a ditch has to be deep enough to drain water away from the base of the road. Phil presented diagrams to the Board for their review. This ditch would have to be 21/2 to 3 feet deep and wide enough

6

to handle the volume of water. Doing this from the top of the knoll, or the snowmobile bridge, down will give better drainage. The slope of the ditch should be gradual enough to slow the water down. The back side of that ditch can be moved to allow for a better slope. As it is now, it's the enemy. It holds the water close to the road so the base never dries out. Phil referred to the sketch of the road and ditch to show how the ditch should be constructed. Steve asked how wide this ditch would have to be. Phil reported that it would be anywhere from 10 to 12 feet in width so to have a 2 to 1 slope.

Mr. Curtis has worked some numbers for ditching the south side of the ditch, the approach he would take. He stated he would hire an excavator (and a good operator) with a 3/4 to a yard ditching bucket. You would also have to have at least 2 trucks to haul the material away and to keep the excavator going. This should be able to take care of the back slope and move the material. When this is done, the ditch should be done. Material can be moved to stabilize the side of the road and the rest would have to be hauled away. Phil then explained his figures to the Board. He figures it would take six days to get the 2100 feet of ditching done, one more day for the excavator for leveling, and seed and mulch that same day. Phil stated that this will cost somewhere in the area of \$16,500 to \$17,000. It is a solvable problem., but you have to create some ditches. Water is a roads worst enemy.

The next step Phil said would be to reclaim the road and he referred to the sketches of the road. He recommends reclaiming the road, but cautioned the Board about cutting the pavement and not going back with consistent materials. The frost will affect different sides of the road if different materials are used. Rita asked if Phil would dig down and lay fabric on the gravel or add gravel first. Phil said he would not dig down; he would move the pavement, lay the fabric and then place like material (gravel) over the fabric. Gerry asked if you reclaim the pavement where would you need the gravel. Phil responded that the gravel would only go in the "soft" spots. Gerry asked who reclaimed in this area. Phil suggested Lane Construction. Pat asked if Phil could come and check on this project at some point. Phil responded that he would be willing to do so. Steve asked about the poles and Phil stated that they would not be a problem; they can work around them.

The Board thanked Phil Curtis for his presentation and for the information he provided.

Pat returned the meeting to the agenda as written.

A motion was made by Gerry Cormier to accept the minutes of the November 23 and December 1, 2004 meetings as written. Steve Belanger seconded the motion. Motion carries.

The Selectpersons reviewed and approved the Treasurers Warrants.

OLD BUSINESS:

1. Easement for Carmichael & Sylvester - Nothing to report.

2. Land Management Plan - (Stumpage Permit) Gerry Cormier made a motion to table this item until the next meeting. Motion seconded by Steve Belanger. Motion carries.

3. Truck Purchase - The Town Manager reported that the papers for the loan have been signed and a check issued. The check will be held until the truck is delivered. Rita reported that she had called H.P. Fairfield and the tentative date for delivery could be as early as the end of December.

4. Permit Issues Update - the Town Manager passed out copies of a letter Lewis sent to Gary Chance. She reported that same day Lewis had received a letter from the State Office of DEP stating that this "letter superseded all previous conversations". The letter gave permission for Gary Chance to use the design he received from Site Evaluator, Dana Chapman, after Mr. Chapman makes some changes.

5. Walking Trail Grant - Rita reported that the deadline has passed for the grant application, but that she and Corinne Routhier would continue to work on this and hopefully have it ready for next year.

6. Recommendations For West Road-Phil Curtis, Maine Local Roads - Previously done.

7. Cemetery Expansion - the Town Manager reported that she had a telephone conversation with one of the heirs to the land abutting the cemetery. The Manager stated she had requested that Robin Richtarich put something on paper for the Board to review rather than doing this by word of mouth. Mrs. Richtarich agreed to this and had said she would try to send it out so it could be presented at this meeting. Nothing has been received as of this date.

NEW BUSINESS:

1. Equipment Repair - The Town Manager reported that the front shaft in the sander had broke. Since Sullivans or Laflands were not able to service this, she contacted Bernier's in Mapleton. The sander was taken to their shop and we will know more tomorrow. Bernier thinks Haynes can make the shaft we need.

2. Trapping Request - the Town Manager reported that an individual who claims Portage as his legal residence has asked permission to trap on Town Land. He claims he is staying in a camper in the Town Pit. She reported that she informed him that was joint owned land and also not a camping area. Pat will have this checked on to see exactly where this person is camping. A motion was made by Gerry Cormier to table this item until the Board has more information. Motion seconded by Steve Belanger. Motion carries.

3. Registrar Appointment - Kathy Gagnon's appointment as Registrar of Voters has expired. Steve Belanger made a motion to appoint Kathy Gagnon as Registrar of Voters. Motion seconded by Gerry Cormier. Motion carries.

4. Nomination Papers Available December 31, 2004 - the Town Manager wanted the Board to be aware that Gerry Cormier's term is up in March. Gerry stated that he would be taking out papers for another term.

SELECT PERSONS CONCERNS:

Gerry Cormier - Complaints about plowing at Town Square by individual is unsightly. The Board agrees that Rita should send a letter to Rudy stating that the Board would appreciate his not plowing the Town Square. It creates a liability for the Town and is unsightly.

Pat Raymond - Fire Department budget is overdrawn. Pat reported that he had a conversation with Fire Chief, Dave Bolstridge, while Dave was soliciting donations from the local businesses for the thermal imaging cameras. Pat asked Rita what she knew of this. Rita responded that, initially, Dave had mentioned doing this, but since nothing had transpired she assumed he was looking at taking it out of his budget. Pat stated that in their conversation, Dave mentioned that the Fire Department budget was overdrawn. Pat reported that he told Dave the Board needed his budget before the end of the year.

Fox Hill Road - run off on east side of road. Perhaps some rocks can be placed to prevent further erosion.

Steve Belanger- None

Rita Sinclair - The wreaths are still not up. Bob Nelson had offered his equipment and a person to do this. Thus far it hasn't worked out as Vaughn is plowing, it's storming, or Bob's man is unavailable. The Board recommends contacting Bob to see if he is still willing to assist us with hanging the wreaths.

Gerry Cormier made a motion to adjourn at 8:45 P.M. (Time: 1 hour, 45 minutes)

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

DATE: December 13, 2004

TO: SELECTPERSONS

FROM: Rita Sinclair, Town Manager

RE: Office closing on Thursday, December 16, 2004 due to a scheduling conflict. This has been posted. I am taking two vacation days (2 weeks accumulated) to go to New Hampshire to a memorial service for my mother. Kathy has a doctors appointment in Portland that was rescheduled from December 2. She will be back in the office Friday morning. Arrangements have been made for plowing and sanding over the weekend should the need arise. I will be back in Town Sunday afternoon.

Also, there will be a Public Hearing on the General Assistance Ordinance Appendixes for 2004-2005 at 7:00 P.M. followed by the Selectpersons Meeting. *Usually* no one attends these hearings.

Jim Dube was in to ask about the Stumpage Agreement. He mentioned that he might attend the Board Meeting with a proposal on the land between the two septic systems on West Road. He said it is easier to do it once than have to go back for signatures.

Your check for the year will be available at the meeting.

Selepman's Attendance and Time Sheet

12/17/03 7-7:30

Meeting Date	Total Hours	Pat Raymond	Gerald Cormier	Stephen Belanger	Meeting Length
12/23	7-8:15	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr. 15 min.
12-30-03	7-07:15	PR	GC	SB	15 min.
1/7/04	7-08:30	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr. 30 min.
1/21/04	7-09:35	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hrs. 35 min.
2/4/04	7-10:45	Pat Raymond	GC	SB	3 hrs. 45 min.
2-12-04	6:30-7:30	PR	GC	SB	3 hrs. - 45
2-18-04	7-9:45	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hrs. 45 min.
3-3-04	7:00-9:00	PR	GC	SB	2 hrs. 10 min.
3-11-04	7-08:45	PR	GC	SB	1 hr. 30 min.
3-17-04	7-08:45	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr. 45 min.
3-25-04	7-9:15	PR	GC	SB	2 1/2 hrs.
4-7-04	7-9:15	Pat Raymond	Gerald Cormier	Stephen Belanger	2 3/4 hrs.
4-21-04	7-9:15	Pat Raymond	Gerald Cormier	Stephen Belanger	2 3/4 hrs.
5-5-04	7-8:15	Pat Raymond	Gerald Cormier	Stephen Belanger	1 3/4 hrs.
5-19-04	7-9:15	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hr.
6-2-04	7-10:00	Pat Raymond	Gerald Cormier	Stephen Belanger	3 3/4 hrs.
6-16-04	6:30-9:00	Pat Raymond	Gerald Cormier	Stephen Belanger	2 1/4 hrs.
7-7-04	7:00-9:00	Pat Raymond	Gerald Cormier	Stephen Belanger	2 1/2 hrs.
7-28-04	7:00-9:00	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hrs.
8-4-04	7:00-8:30	Pat Raymond	Gerald Cormier	Stephen Belanger	1 1/2 hrs.
8-12-04	7:00-9:49	PR	GC	SB	1 hr.
8-26-04	7:00-8:30	PR	GC	SB	1 1/2 hrs.
9-8-04	7:00-8:50	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hrs.
9-21-04	7:00-7:45	PR	GC	SB	3/4 hr.
9-22-04	7:00-9:30	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hrs. 20 min.
9-27-04	7:00-9:20	Pat Raymond	Gerald Cormier	Stephen Belanger	20 min.

Date	Time	Pat Raymond	Gerald Cormier	Stephen Belanger	Meeting Length
11-13-04	7:00-8:30	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr. 30 min.
12-1-04	7:00-8:10	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr. 20 min.
12-1-04	7:00-8:10	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr. 10 min.
12-1-04	7:00-8:10	Pat Raymond	Gerald Cormier	Stephen Belanger	2 hrs
12-1-04	7:00-8:10	Pat Raymond	Gerald Cormier	Stephen Belanger	20 min
12-8-04	7:00-8:45	Pat Raymond	Gerald Cormier	Stephen Belanger	1 hr 45 min

TOWN OF PORTAGE LAKE
SELECTPERSONS HOURS
December 17, 2003 - December 8, 2004

MEETING DATE	R. Raymond	G. Cormier	S. Belanger
12/17/2003	.3x	.3x	.3x
12/23/2003	1.15	1.15	Absent
12/30/03 Sp Twn Mtg	0.15	0.15	0.15
01/07/2004	1.3x	1.3x	1.3x
01/21/2004	2.35	2.35	2.35
02/04/2004	3.45	Absent	3.45
02/12/2004	3.xx	3.xx	3.xx
02/18/2004	2.45	2.45	2.45
2/19/04 Bdgt Mtg	2.xx	2.xx	2.xx
03/03/2004	Absent	2.1x	2.1x
3/11/04 Land Use Ord	1.3x	1.3x	1.3x
03/17/2004	1.45	1.45	1.45
03/25/04 Twn Mtg	2.3x	2.3x	2.3x
04/07/2004	2.45	2.45	Absent
04/21/2004	2.45	2.45	2.45
05/05/2004	Absent	1.45	1.45
05/19/2004	2.xx	2.xx	Absent
06/02/2004	3.15	3.15	3.15
06/16/2004	2.15	2.15	2.15
07/07/2004	2.3x	2.3x	Absent
07/28/2004	2.xx	2.xx	2.xx
08/04/2004	1.3x	1.3x	1.3x
08/12/2004	1.xx	1.xx	Absent
08/25/2004	1.3x	Absent	1.3x
09/08/2004	2.xx	2.xx	2.xx
09/21/2004	0.45	0.45	Absent
09/22/2004	2.2x	2.2x	2.2x
10/05/04 Sp Twn Mtg	.2x	Absent	.2x
10/13/2004	1.3x	1.3x	1.3x
10/14/2004	.4x	.4x	.4x
10/27/2004	1.2x	1.2x	1.2x
11/10/2004	1.1x	1.1x	Absent
11/23/2004	2.xx	2.xx	Absent
12/01/2004	.2x	.2x	Absent
12/08/2004	1.45	1.45	1.45
SUB TOTAL	53.80	52.40	44.70
Additional Hours	10.00	5.00	5.00
TOTAL HOURS	63.80	57.40	49.70

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
&
SELECT PERSONS MEETING
December 22, 2004
7:00 P.M.**

Call Meeting to Order

Roll Call

Approve Minutes of December 8, 2004 Meeting

Approve Treasurers Warrants

BUSINESS FROM FLOOR:

OLD BUSINESS:

1. Easements for Carmichael & Sylvester
2. Stumpage Agreement
3. Truck Purchase
4. Recommendations for West Road
5. Cemetery Expansion, Land Purchase
6. Employee Appreciation Lunch

NEW BUSINESS:

1. Equipment Repair '89 Int'l
2. School Board Update
3. NAWSP Request for Public Hearing
4. Over Budget Accounts
5. Trapping Request
6. Northern Maine Solid Waste Com. Meeting

**TOWN OF PORTAGE LAKE
PUBLIC HEARING
SELECTPERSONS MEETING
December 22, 2004
7:00 P.M.**

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

Present: Pat Raymond, Chairperson; Gerry Cormier and Steve Belanger, Selectpersons; Rita Sinclair, Town Manager; and Shelley Bolstridge, Resident.

A motion was made by Gerry Cormier to accept the minutes as written. Steve Belanger seconded the motion. Motion carries.

The Selectpersons reviewed and signed the Treasurers Warrants.

BUSINESS FROM FLOOR: None

OLD BUSINESS:

Pat moved the agenda to #2 School Board Update under **NEW BUSINESS**. Shelley Bolstridge had hoped to discuss the outcome of the last School Board Meeting with the two School Board representatives. The Town Manager stated that they would be unable to attend due to a death in the family. Shelley expressed concern over one of the Towns representatives abstaining from voting. After discussion, the Board directed the Town Manager to contact the two members to have them be present at the next Board meeting and also to request a list of the Portage Lake students attending MSAD #32. Pat thanked the Board and left the meeting.

*West Rd. Land
Purchase*

1. Easements for Carmichael and Sylvester - The Town Manager reported that she had anticipated that Jim Dube would be attending tonight's meeting to discuss the purchase of the lot used for the Carmichael & Sylvester. Pat Raymond reported that he had spoken with Jim May of Prentiss & Carlisle and he mentioned that he agrees with Jim Dube of Irving that they would like to see a purchase for the land between the two septic systems. Jim was taking the paperwork to the Bangor office for their decision.

Pat stated that he would like to see this matter settled and perhaps the Town could make Irving and Prentiss & Carlisle an offer. After some discussion about a market value and the benefit to the property owner, Pat asked for the Boards input. Steve Belanger stated that maybe the Town needs to take make an offer and be done with it. Rita Sinclair reported that she has invited both Irving and Prentiss & Carlisle reps. to the board meetings but neither have accepted. Pat stated that this would have to go to the Town for a decision.

2. Stumpage Agreement - The Selectpersons have reviewed the agreement and after some discussion a motion was made by Gerry Cormier and seconded by Steve Belanger to

accept the 2005 Stumpage Agreement. Motion carries. The Board signed the new agreement.

Pat reported that there was a concern expressed to him by Laura Audibert on the area between the woods roads. There is a safety issue because of the dense woods that obstructs visibility for the haulers using those roads. The Selectpersons agree that the area should be thinned to improve visibility.

3. Truck Purchase - Nothing to report.

4. Recommendation for West Road - the Town Manager asked if the board had some input towards what they would like to see done in the coming year. Pat asked if Rita could get a figure together for the budget. Gerry, Steve and Pat agree that the ditching should be done. Rita stated that a total budget figure will be presented to the Budget Committee for Road Improvements rather than a breakdown for each project.

5. Cemetery Expansion, Land Purchase - Nothing to report.

6. Employee Appreciation Lunch - the Town Manager reported that this would be held at Deans on Thursday the 23 at 11 a.m. Pat was unsure if he would be able to be there due to a previous commitment. He will try to stop by shortly before the luncheon to say a few words.

NEW BUSINESS:

1. Equipment Repair '89 Int'l - the Town Manager reported that the axle had to be replaced on the truck last week. It had to be towed and repaired.

2. School Board Update - Previously done.

3. NAWSP Request for Public Hearing - The Town Manager reported that she had presented a pre-application at the last meeting and now, in order to comply to all the requirements of the grant, a public hearing needs to be held. Rita will contact Paul Bernier to get a date for this. Perhaps it can be held prior to the Special town Meeting that will have to be held for overdrafts in some accounts.

4. Over Budget Accounts - Pat asked what accounts were overdrawn. Rita reported that Public Works, Fire Department, Insurance (for audit and Liability) and Town Hall (building repairs). She will have a report, with follow up, for the Selectpersons to review before the Special Town Meeting.

5. Trapping Request - Pat reported that he spoke with Warden, Jim Fahey, about the situation with Raymond Giard who requested to trap on Town land. The man has moved out of the Town Pit and is now just off the Fish Lake Road on joint land. Pat asked Jim Fahey to handle the situation. Jim and Dan Roberston of the County Sheriff's Office

went to visit Mr. Giard to let him know he is trespassing and asked him to vacate the area otherwise the landowners will file charges.

6. Northern Maine Solid Waste Co. Meeting - The town Manger presented information on the upcoming NMSWC Meeting in case any of the Selectpersons wished to attend.

SELECTPERSONS CONCERNS:

Gerry Cormier - issues and complaints with Rudy plowing snow into Town Square. Rudy came in prior to the meeting to discuss the situation with the Selectpersons. Gerry has observed that Glenn Cusack is doing the same thing.

Rita will write a letter to Rudy thanking him for coming in to discuss the situation, but that the Boards decision remains that the snow is not to be plowed across West Road into the Town Square. The safety issue will be that of the town.

Gerry Cormier made a motion to adjourn the meeting at 8:20 PM. (Time 1 hr 20 min.)

The Public Hearing was called to order by Pat Raymond at 8:20 P.M. Those attending were Pat Raymond, Gerry Cormier, Steve Belanger, Rita Sinclair. Being there was no public input in regards to the General Assistance Maximum Guidelines, the meeting was adjourned at 8:30 p.m. The Board adopted the General Assistance Ordinance Maximums.

APPROVED:


Pat Raymond


Gerry Cormier


Steve Belanger

DATE: December 28, 2004

TO: SELECTPERSONS

FROM: Rita Sinclair, Town Manager

RE: Special Town Meeting for Overdrafts.

I have enclosed copies of the accounts that have overdrafts with the areas of concern highlighted. If you have questions, please contact me at the office (435-4361) Wednesday afternoon, or Thursday after 10 A.M.