

PORTAGE LAKE BOARD OF SELECT PERSONS
MINUTES

CORRECTED

JANUARY 2, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Christy Dicker

Others Present: Larry Duchette, Town Manager; Corrine Routhier

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Minutes from the December 5, 2012 meeting are reviewed by the Board. **Motion made and seconded to approve the minutes of December 5, 2012. All in favor; motion carries.**

NEW BUSINESS

Hollie Umphrey Resignation:

The Board had not officially accepted Hollie Umphrey, although in August it was agreed to accept her resignation when a suitable replacement as Town Manager was found. **Motion made to officially accept Hollie Umphrey's resignation, seconded. All in favor; motion carries.**

Safety Training:

Bob Thomas has agreed to come in on January 16 to complete safety training for the office staff to get the office in line with MMA requirements. The office will be closed for the first part of the day on that day.

West Road:

DOT is trying to determine if the section of West Road from RT 11 to the Fish Lake Road, currently owned by the State, can be returned to the Town. The reason it was a State aid road was because it was a major access point for the mills. Larry feels the State should give the road back to the Town only in the best condition possible. Larry is trying to set up a meeting with DOT officials.

Manager's Report:

- >Larry had training for General Assistance; he says many rules are changing.
- >Larry has been researching the cost of the insurance that the Town pays; he found that the Town is still paying insurance on a truck that we don't own. Each department head is looking at

the list of insurable items and will get back to Larry about what is actually in the inventory. He is looking into how to cut the cost of insurance for the Town.

>The Fire Department will be moving the old office into the new office on Monday, January 7.

An update on the office: The electrical was done today, this week the carpet will be cleaned and the phones will be moved.

OLD BUSINESS

Audit:

The audit by Felch & Co. is not done yet, but it is close. Selectboard discuss the option of finding a new annual auditor for the Town; they ask Larry and Corrine Routhier about working with the accountant Chad Bartley.

Selectboard Concerns:

>Selectboard ask Larry about a possible official ordinance for the Beach and the cemetery. The Beach ordinance will have a line to receive revenues to cover expenses at the beach. Barb is concerned about the time frame for an official ordinance change. Selectboard discusses some of the beach ordinances, and how things will be enforced; Selectboard discusses the Library user fee that the Town pays to Ashland. Selectboard asks Larry to talk to Ralph [Dwyer] to discuss the user fees that Ashland requests of Portage.

Next Selectboard meeting is January 16, 2013.

Meeting adjourned at 6.57 p.m.

Approved: 3/6/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Christy G. Dicker
Christy Dicker

Barbara A. Pitcairn
Barbara Pitcairn

**PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES**

JANUARY 2, 2013/6:30 P.M.

PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Christy Dicker

Others Present: Larry Duchette, Town Manager; Corrine Routhier

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Minutes from the December 5, 2012 meeting are reviewed by the Board. **Motion made and seconded to approve the minutes of December 5, 2012. All in favor; motion carries.**

NEW BUSINESS

Hollie Umphrey Resignation:

The Board had not officially accepted Hollie Umphrey, although in August it was agreed to accept her resignation when a suitable replacement as Town Manager was found. **Motion made to officially accept Hollie Umphrey's resignation, seconded. All in favor; motion carries.**

Safety Training:

Bob Thomas has agreed to come in on January 16 to complete safety training for the office staff to get the office in line with MMA requirements. The office will be closed for the first part of the day on that day.

West Road:

DOT is trying to determine if the section of West Road from RT 11 to the Fish Lake Road, currently owned by the State, can be returned to the Town. The reason it was a State aid road was because it was a major access point for the mills. Larry feels if the State gives the road back to the Town, but only in the best condition possible. Larry is trying to set up a meeting with DOT officials.

Manager's Report:

>Larry had training for General Assistance; he says many rules are changing.

>Larry has been researching the cost of the insurance that the Town pays; he found that the Town is still paying insurance on a truck that we don't own. Each department head is looking at

the list of insurable items and will get back to Larry about what is actually in the inventory. He is looking into how to cut the cost of insurance for the Town.

>The Fire Department will be moving the old office into the new office on Monday, January 7. An update on the office: The electrical was done today, this week the carpet will be cleaned and the phones will be moved.

OLD BUSINESS

Audit:

The audit by Felch & Co. is not done yet, but it is close. Selectboard discuss the option of finding a new annual auditor for the Town; they ask Larry and Corrine Routhier about working with the accountant Chad Bartley.

Selectboard Concerns:

>Selectboard ask Larry about a possible official ordinance for the Beach and the cemetery. The Beach ordinance will have a line to receive revenues to cover expenses at the beach. Barb is concerned about the time frame for an official ordinance change. Selectboard discusses some of the beach ordinances, and how things will be enforced; Selectboard discusses the Library user fee that the Town pays to Ashland. Selectboard asks Larry to talk to Ralph [Dwyer] to discuss the user fees that Ashland requests of Portage.

Next Selectboard meeting is January 16, 2013.

Meeting adjourned at 6.57 p.m.

Approved: _____
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Christy G. Dicker
Christy Dicker

Barbara A. Pitcairn
Barbara Pitcairn

**PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES
FEBRUARY 6, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce, Chair; Barbara Pitcairn; Christy Dicker

Others Present: Larry Duchette, Town Manager; Corrine Routhier; Judy Moreau, Clayton DeMerchant; Anita Theriault; Wilza Robertson; Margaret Pierce; Brian Cote

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Minutes from the January 2, 2013 meeting are reviewed by the Board. Christy mentions there is one thing that needs to be changed; a sentence needs to be restructured. **Motion made and seconded to approve the minutes of January 2, 2013. All in favor; motion carries.**

NEW BUSINESS

Shore Land Zoning and Land Use Ordinances

CEO Maggie Pierce gives the Selectboard information about new Shore Land Zoning and Land Use Ordinances approved by the Planning Board. If the Selectboard approves the changes, then a public hearing needs to be held and then the Town votes on it.

1. Shore land zoning change dealing with Individual Private Campsites: The only change under Number 5, the Planning Board is asking that the sewage disposal plan that each RV has should be presented to the Planning Board as a means to have a record. A permit will be issued; there is no fee, it is just a matter of a paper trail. Planning Board is concerned that there isn't a way to track what they do with their sewage.
2. Land Use Ordinance change brought to the Planning Board by Joe Chouinard that the fines for dog noise violations be brought up to date with the state mandate. It states the first violation is \$50, second is \$100, three or more violations is \$500. All fines and attorney fees can be recovered by the Town. General discussion about noise from dogs around the lake and continuous barking.
3. Land Use Ordinance Buffers and Screens: changes to this ordinance states the distance that a fence can be to a property line, which side had to be facing who. The Planning Board stated it had to be 12 inches from the property line, and the good side facing the abutter. The topic of fences in the Shore Land, the Planning Board wasn't able to come to a clear definition of a

distance, so the fence or buffer needs to be approved by the Planning Board. Selectboard is concerned that the Planning Board needs to be consistent in their decisions. The Planning Board also discussed how to monitor noise abatement cases.

4. Land Use Ordinance on Automobile Graveyards and Junk Yards: The Planning Board adopted the definitions of the state statutes of automobile graveyards, automotive recycling and junkyards and includes the definition of a hobbyist. This ordinance will be used to clean up yards and be able to regulate different spills and such.

5. Land Use Ordinance for Permits, Administration and Enforcement: Planning Board is asking for proof of one surveyed monument, as well as metes and bounds (pin to pin) in order to eliminate or reduce problems with buildings being built too close to, or on, property lines.

Motion made to move forward with the changes to the Ordinances as presented by the Planning Board and that a public hearing is scheduled, seconded. All in favor; motion carried. Maggie suggests holding the public hearing before the Town Meeting, and having the vote at the Town Meeting. Selectboard discusses limitations to holding the Public Hearing at the annual Town Meeting; a lot of summer people are not here this time of year. Discussion on holding the hearing closer to the summer so summer residents can have a say in the issue.

Acadian World Congress Approvals:

Local Portage organizations have filled out paperwork to be included in the World Acadian Congress list of events during the CMA week in 2014. The Selectboard has to look these over, and approve each event, in an effort for the Town to receive up to \$5000 from the CMA to help with these events. Selectboard review the applications. The organizations are responsible for the costs of their events, but the Town will be a back-up for them. **Motion made to approve the funding requests as presented for the community activities during the World Acadian Congress 2014, seconded. All in favor; motion carried.**

DOT Paving:

The Maine DOT will be paving a mile stretch of Main Street (Route 11) this summer, sometime between June and August. Barb asks if they can re-do our sidewalks at the same time. Discussion about the disrepair of our sidewalks after plowing damage. Selectboard signs the letter from DOT.

Town Manager Report:

>The 4 year audit is still being completed; the auditors are looking for more information and should be completed soon. Barb asks for a financial update from the Town's Treasurer at least once a month.

>The I-beam and the sander rack in the Public Works garage are now certified, as instructed by the insurance company. Those up-to-date certifications will be hung in the garage, and The Town should not be cited on it during inspection.

>The old 1947 Willie Fire Jeep is in the Hose 5 Museum in Bangor, only open on weekends. The Town still owns this; it is on loan to the museum so we still have to pay insurance on it.

>The Plow Truck is currently out of commission and in Fort Kent for repair. It may be back by Thursday Feb. 7, or it could be in Fort Kent for a little while longer. There was a battery issue, and there may be an electrical issue as well. The old plow truck does not have a sander.

>Larry hands out a break-down of the Ashland User Fees costs for the Town of Portage. Larry was looking into the user fees that we pay yearly to Ashland to see if we could reduce them. Discussion among the Selectboard and the Others Present about the user fees, specifically the library costs.

OLD BUSINESS

Safety Training

Safety training was held at the Town Hall, a report will be sent to us shortly.

West Road and DOT:

The State is likely going to give back to the Town the portion of West Road that they own from Route 11 to the Fish River Road. They will make it presentable before handing it over. No decision has been made yet. Discussion about how much control the Town has over that portion of the road after the Town takes it over.

Selectboard Comments:

ACAP sent a letter to the Selectboard for financial support from the Town. Barb reads the letter aloud. This is something that we discuss and vote on during the annual Town Meeting.

Discussion about what services ACAP provides to people in the town.

Public Comments:

>Judy asks if Larry has heard from Laura (Audibert) about the lease. Larry says he hasn't heard anything. The Town needs to see the plan first.

>Wilza is going to the Fort Kent Chamber of Commerce dinner and meeting held this Friday, she invites anyone to let her know if there is anything they want discussed at the meeting.

Personal Property Abatements:

The Board reviews some personal property abatements for approval. Discussion about the various abatements.

Next Selectboard meeting is February 20, 2013 at 6:30 p.m.

Meeting adjourned at 7:25 p.m.

Approved: 2/20/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Christy A. Dicker
Christy Dicker

Barbara A. Pitcairn
Barbara Pitcairn

**PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES
FEBRUARY 20, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce, Chair; Barbara Pitcairn; Christy Dicker

Others Present: Larry Duchette, Town Manager; Corrine Routhier; John Gagnon; Alyce Bryant-Reece; Robert Reece; Clayton DeMerchant

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Minutes from the February 6, 2013 meeting are reviewed by the Board. **Motion made and seconded to approve the minutes of February 6, 2013. All in favor; motion carries.**

NEW BUSINESS

Town Report Book Dedication:

The Selectboard needs to decide on the dedication for the 2012 Town Report Book. Barb suggests Fern Wilson & Richard Levesque or Eldon Gardner; she wants to make sure the person/people who are dedicated are special to the town. Discussion how to choose who to dedicate the book to. Consensus is to contact Eldon Gardner to see if he would be willing to have the dedication for him; Fern & Richard will be contacted if he doesn't want to. Christy will contact Mr. Gardner.

Warrant Review:

Larry gives the first draft of articles for the Town Warrant to the Selectboard for review and their comments.

Budget Committee Budget Numbers/Public Works Truck Purchase

The Budget Committee met last night. The only item that was proposed and was voted down was the selling of the 1989 plow truck and the Town pick-up. Larry would like to see Public Works purchase a 1-ton truck with a plow and sander to replace the '89. Recently Larry has been helping Vaughn [Devoe] out during the night when there were drifts, etc. He explains that 1-ton can be purchased for roughly \$30,000. The benefits of having a 1-ton truck for the Public Works are discussed; debate over buying new as opposed to used. Other items removed by the Budget Committee: \$2500 for the boat landing budget because some state grant money has been found, and \$1000 out of the office equipment budget due to a grant from MMA. Public Works can also get an MMA grant for safety equipment and supplies. Issuing a bond or taking out an NMDC loan to update all of the roads in Town are discussed.

Financial Report:

Selectboard asks for a quarterly financial report from the Town Treasurer. Auditor Chad Bartley will be in tomorrow (Thursday Feb. 21) to start the annual audit for 2012.

Annual Meeting

Selectboard discusses having the Annual Meeting held on April 5 rather than March 29, due to Good Friday being on March 29; also discusses holding the voting for Selectboard member the day before the Town Meeting. **Motion made to have the Town Meeting on April 5, 2013 and the Selectperson vote on April 4, 2013, and from this day forward to hold the election of the new Selectboard member the day before Town Meeting, seconded. All in favor; motion carries.**

Stumpage:

Barb would like to present to the Townspeople at the Annual Meeting to identify and put in writing what, and how, our Stumpage account is treated from this point forward. The Stumpage money has always been used for general expenses, she feels the Townspeople should have a say as to where this money is spent. Christy is concerned about leaving a decision like this up to the Townspeople at a Town Meeting. Selectboard discusses the use of Stumpage revenue. It is suggested that the Selectboard decide to set up a new bank account to better track Stumpage money, and that money can only be spent with a Town vote. **Motion made to set up a separate Stumpage bank account to be used for Town approved use, seconded. All in favor; motion carries.**

OLD BUSINESS

Forestry Meeting

Pat Raymond on the Forestry Committee would like to have a meeting soon with forester Laura Audibert.

Next Selectboard meeting is March 6, 2013 at 6:30 p.m.

Meeting adjourned at 7:23 p.m.

Approved: 3/20/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Christy A. Dicker
Christy Dicker

Barbara A. Pitcairn
Barbara Pitcairn

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

MARCH 6, 2013/7:00 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Christy Dicker

Others Present: Larry Duchette, Town Manager; Corrine Routhier; Judy Moreau; Brian Cote; Hollie Umphrey; Joe Chouinard; Tim Pinette; Lisa Rubin; Clayton DeMerchant; Gary Hafford

Meeting called to order at 7:02 p.m. by David Pierce.

Approval of Minutes:

Minutes from the February 20, 2013 meeting are reviewed by the Board. **Motion made and seconded to approve the minutes of February 20, 2013. All in favor; motion carries.**

NEW BUSINESS

Request for Scholarship:

A high school senior who lives in Oregon but has a grandmother in Portage and will be attending UMPI in the fall has sent a letter to the Town asking to be considered for the Town scholarship. Since she doesn't live in town, she doesn't meet the criteria for the scholarship.

Motion made and seconded to deny the Portage Lake scholarship for this girl. All in favor; motion carried. Larry will be sending her a letter to let her know the decision.

Scenic By-Way Sign Meeting:

There was a meeting held this past week with the State for the scenic by-way sign that was placed at the top of the hill coming into Town, the state missed the mark and put the sign 4 feet on Mr. Norman St. Peter's land. The State is discussing with him now whether they will move the sign or if it can stay where it is. More public meetings will be held on this, the Town residents will be informed of these meetings.

Voting & Town Meeting:

At the last Selectboard meeting, it was decided to move the Town Meeting back one week because of the Easter holiday and to hold the elections for Selectboard member on the day before the Town Meeting. Voting will be on April 4, and the Town Meeting will be on April 5.

Town Report Cover:

The Selectboard is now looking for pictures for the cover of the Town Annual Report; anyone who has pictures can bring them in for review.

Office Closed:

The Town Office will be closed tomorrow from 10 am to 2 pm due to a funeral.

Town Manager Report:

>Town Manger is still working on the budget, and the articles are almost finished. The Town Reports are scheduled to be available within 2 weeks.

>The electric stove in the kitchen is not covered by our insurance because it doesn't have a hood over it. Taking the burners out of the stove, placing a slab of granite on top of it and hot plates on top of that, it will theoretically alleviate the need for us to have a hood over that electric stove. The State Fire Marshall's office will be contacted to get a confirmation on this before anything is done. **Motion made and seconded to suffice the code violation for the suppression hood in the kitchen over the electric stove by putting in the granite countertop and two hot plates. All in favor; motion carries.**

OLD BUSINESS

Audit:

Greg Dickinson will be here at the next Selectboard meeting to discuss the 4 year audit. The yearly audit by Chad Bartley will be in the Town Report book, and the 4 year audit by Felch & Co. will be available but not printed in the Town Report.

Town Book Dedication:

Last meeting the Board voted to choose Mr. Eldon Gardner for the dedication of the Town Book. Sue Feeney-Hopkins will be interviewing Mr. Gardner and submitting a write-up. Judy Moreau would like to see the Town Book dedicated to Pearle Soucy; Selectboard points out that Pearle has already had the book dedication a few years ago.

Public Comments:

>Hollie Umphrey will be consulting for the Bald Mountain mining proposal; she has been talking with Irving about the situation. She hopes to be doing some public hearings to update the area residents about what the mining company is doing. Aroostookresources.com is a website that will be used for Bald Mountain for people to check to stay abreast of the situation.

>Brian Cote says the street light over the hydrant on Sutherland Street never shuts off, and there is another street light near the Pavilion that flickers on and off constantly. Larry will be calling Maine Public about the issue.

>Brian Cote thanks Larry and his crew for putting up and taking down the Christmas lights this past year.

Next Selectboard meeting is March 20, 2013 at 6:30 p.m.

Meeting adjourned at 7:27 p.m.

Approved: 3/20/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Christy A. Dicker
Christy Dicker

Barbara A. Pitcairn
Barbara Pitcairn

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

MARCH 20, 2013/6:30 P.M.

PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Christy Dicker

Others Present: Larry Duchette, Town Manager; Corrine Routhier; Judy Moreau; Clayton DeMerchant; David Farnum; Hollie Umphrey; Greg Dickinson from Felch & Company; Rob Reece; Alyce Bryant-Reece; John Gagnon; Anita Theriault; Kathy Gagnon

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Minutes from the March 6, 2013 meeting are reviewed by the Board. **Motion made and seconded to approve the minutes of March 6, 2013. All in favor; motion carries.**

NEW BUSINESS

Felch & Co. 4 Year Audit:

Greg Dickinson from Felch & Co. reviews with the Board the 4 year independent audit he and his company prepared for the Town of Portage Lake. The years covered were 2008 to 2011, and an in-depth look at TIF, Stumpage and Silviculture. The Board is given copies of the report of the audit, which showed initial concerns about the accounting of the Town, and what the reserves and other accounts should have been. He feels the balances Felch & Co. came up with are close to what should be there; his numbers are based on the information found at the Town Office. His audit will be available at the Town Office for anyone to review. The Selectboard will review the audit and possibly accept it at a later meeting.

Code of Ethics:

The Town doesn't currently have a Code of Ethics, it is a set of rules for those who work for the Town to promote fair practices and to serve the people. Larry found the Code from the Maine Municipal Assn. website. Most companies today have a Code of Ethics. This will be part of the Town's Personnel Policy. **Motion made and seconded to accept the Code of Ethics of the Town of Portage Lake to become part of the employee handbook. All in favor; motion carried.**

Town Manager Report:

>Public Works has save over \$2000 so far this year compared to last year in labor costs; Larry has been helping Vaughn if he needs someone to help him plow. Larry feels buying a used 1-ton

pick-up with a plow and sanders will help alleviate some of the work. This truck will help with smaller Public Works jobs and small plowing jobs.

>Larry is working on getting a new insurance company if MMA doesn't lower their price.

> Town Report has been sent to the printer. Judy Moreau would like a copy of the Warrants to review before the Town Books come out; she is concerned the Budget Committee didn't know the price of a 1-ton truck. Discussion about the value of old plow truck and the 2-wheel drive pick-up. The annual Audit is included in the Town Report; there is concern about the availability of auditor Chad Bartley concerning the year end audit.

> Larry says the Fire Marshall has signed off on using the electric stove to warm things on, provided nothing is cooked with grease or oil, so we won't need to buy a hood over the stove.

Public Comments:

>Clayton DeMerchant is concerned that the Town doesn't have enough money to purchase another truck; he feels the Town should try to increase its surplus.

>Judy Moreau asks about the new Town revaluation. Dave Pierce says the Selectboard has to approve the re-assess, then the new valuations will be put into the computer system and new tax cards can be viewed by the public.

Next Selectboard meeting is April 17, 2013 at 6:30 p.m.

Regular Selectboard meeting adjourned at 7:23 p.m.

Executive Session per 1 M.S.R.A. 405 (6)(A) Personnel called to order at 7:25 p.m., adjourned at 8:30 p.m.

Approved: 6/19/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Christy Dicker
Barbara A. Pitcairn
Barbara Pitcairn

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

CORRECTED

APRIL 17, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Daniel Higgins

Others Present: Larry Duchette, Town Manager; Clayton DeMerchant; Hollie Umphrey; Adam Soucy; Judy Moreau; David Farnum; Anita Theriault; Laurel Theriault; Rob Reece; Alyce Bryant-Reece; Jim Dumond

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Review of the minutes of the March 20, 2013 meeting are tabled until the next Selectboard meeting.

NEW BUSINESS

Adam Soucy Property Issue

Adam Soucy's property currently has a part of Stockford Road going through the west corner of his property. He is now trying to sell the land and he would like this issue straightened out in case the new home owners would jeopardize the current neighbors in the area. The Town had adopted that portion of the property years ago, but Soucy has been taxed for that amount of land which the Town owns. He doesn't want the property, he would like his deed corrected to show the adoption of the road by the Town. He is also asking for a reimbursement on taxes that he paid on land that he didn't own. The Selectboard explains that he can be reimbursed back three years, but nothing further than that. Barb Pitcairn is abstaining from any decision in this matter. The Town's assessor Randy Tarr will refigure the valuation on Soucy's property and will determine what portion he can be abated. The Selectboard feels a provision needs to be added to Soucy's deed stating that the Town has control over the road portion of his property, and that the homeowner is not liable for anything. The Town will discuss the matter with the town Attorney to determine how to handle the property situation. **Motion made and seconded to relieve Mr. Soucy of property owners' liability of this section of the property, and amend his deed to indicate as such. All in favor; motion carried.**

County Tax Bill

The County Tax Bill this year is \$74,841.75. The Selectboard will sign the paperwork after tonight's meeting to send back to the County Treasurer.

Sea Plane Base

The Historical Society would like to use the Sea Plane Base for their building. For that to be done, the Town has to draw up a lease for them, and the Society has to carry their own liability insurance as well. All renovations will be done by the Historical Society as well. That building is no longer deemed condemned. The Historical Society has been working on rebuilding the porch/deck of the building. The Selectboard is concerned that there is a Town liability issue with the Historical Society doing work at the Sea Plane Base. Hollie Umphrey explains that the Historical Society volunteered to rebuild the deck on the Base because the old porch had been taken off and there was an 18 month time constraint to be able to rebuild the porch part. Discussion about the survey on the property. **Motion made and seconded that a 5 year renewable lease be drafted to lease the Sea Plane Base to the Historical Society for \$1 per year, provided they agree to maintain the property, be responsible for their own liability, and they pay for the drafting of the lease. All in favor; motion carried.**

Audience member asks where the money from the settlement for the prior lease of the Sea Plane Base went; it was never accounted for in any Town Book according to the audience member. Selectboard assures the audience member that this issue will be looked into.

Audit Acceptance

Motion made to accept the audit as presented from Felch & Co. and that the audit is interfaced with the current Town's accounting numbers to bring the system current with the figures in the audit. Selectboard discusses the audit, and the fact that Danny Higgins is new on the Board and hasn't had a chance to view the audit report. Discussion about possibly refunding the Silviculture and Stumpage accounts; general discussion among Selectboard and Others Present about these two accounts and bank accounts associated with these accounts. **The motion on the floor was not seconded, and not voted on.**

Property Revaluation

Selectboard members have reviewed the new tax cards with the new valuations. They will meet with Randy Tarr soon, ask questions and get possible issues resolved. The new valuation will hopefully be accepted at the next Selectboard meeting. Randy Tarr will meet with property owners soon over their valuations. Selectboard discusses with Others Present about a possible increase in individual valuations and how that will affect the taxpayers, positively or negatively. Discussion changes to property sales.

Town Manager Report

>Linda Caron has asked to be on the Planning Board, and Roland Caron has volunteered to be on the Budget Committee.

>There is only a little over a week to fill the School Board position, no one has come forward to take out papers to run.

>The Town has purchased a new 1-ton truck, the 1989 plow truck and the F-150 pickup have been put up to bid. The 1-ton cost approximately \$26,000, which is under budget, and any money received for the bids on the other equipment will be put into the Equipment Reserve Fund.

>Public Works has been working on tuning up all of the equipment. Filling the potholes is on the list for Public Works to fix **tomorrow** (stated as "in the near future" in original minutes).

Public Comments:

>Laurel Theriault would like the Town to know that the tree trimming people have left a mess along the side of the road near his home. Hollie Umphrey is also concerned about the problem of the chipping done by the tree trimming company.

>Others Present also is concerned about the mud in front of the Beaver Brook Road; it is a safety issue for travelers.

>Danny Higgins would like to plant some Alaskan weeping willow trees around the Veterans Memorial Park to replace the cedar trees that were there before. The trees will be planted in honor of all Veterans. Danny has volunteered to brush hog the cemetery field.

>Barb Pitcairn says the flower pots need to be put out soon. She would also like people to adopt a telephone pole to put a hanging plant on it; other towns have done this.

>Hollie Umphrey is requesting fill for the ditch between her property and the road.

>Jim Dumond explains that the deck on the Sea Plane Base was built by volunteers and grant money. The Selectboard explains that a lease needed to be drafted and approved before work was done on it.

Next Selectboard meeting is May 1, 2013 at 6:30 p.m.

Meeting adjourned at 7:40 p.m.

Approved: _____

Date

6/19/13

Signed: _____

David M. Pierce, Chairperson

Barbara Pitcairn

Barbara Pitcairn

Daniel Higgins

RIGHT OF WAY
LOCATION

APPROXIMATE
CENTER OF
TRAVELED WAY
LOCATION

N/F CHESTER D.
CARLSON, TRUSTEE
BOOK 2947, PAGE 332
TAX MAP 20, LOT 51

REFERENCE PLANS:

1. PLAN OF PROPERTY FOR JOHN W. & MARCELLE S. GAGNON, EAST PROSSER ROAD, PORTAGE, BY DANIEL O. BRIDGHAM, PLS, AUGUST 1984.
2. PLAN OF PROPERTY FOR KENNETH NELSON, PART OF LOT 50, STOCKFORD & EAST COTTAGE ROADS, PORTAGE LAKE, MAINE, BY B.R. SMITH ASSOCIATES, AUGUST 1990.

APPROXIMATE
PROPERTY LINE
LOCATION HOLDING
BEARING AND
DISTANCES LISTED
IN DEED. DEED DOES
NOT CALL FOR THE ROAD.

UTILITY
POLE
TYP.

TO EAST COTTAGE ROAD

STOCKFORD
ROAD

GRAVEL
DRIVE

DWELLING

150' (DEED) DECK
165' (DEED)

GARAGE

PARCEL I
PARCEL II

1/2" PIPE FOUND IN
BOTH REFERENCE PLANS 1 & 2
HELD AS NORTHWEST CORNER OF FORMER
ALWARD PARCEL

APPROXIMATE NORTH

MORTGAGE LOAN INSPECTION

of property on
B. STOCKFORD ROAD
PORTAGE LAKE, MAINE

NOTES:

1. THIS IS NOT A STANDARD BOUNDARY SURVEY.
SEE LIMITATIONS LISTED ABOVE.

AUTHENTIC COPY

HAS IMPRESSION SEAL



B.R. Smith Associates, Inc.
Surveying Engineering Architecture
P.O. Box 408, 11 Hall Street, Presque Isle, Maine 04769
Tel. 207.764.3661 Fax 207.764.5918

PROJECT NO:	98.241ML1	FIELD BOOK:	220
DRAWN BY:	KAH	FARM. REG:	N/A
PLAN DATE:	SEPTEMBER 23, 1998		
PLAN SCALE:	1" = 50'		
CLIENT:	STEWART LAW OFFICE		
BORROWER:	ADAM SOUCY		
PID NO:			

**PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES**

MAY 1, 2013/6:30 P.M.

PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Daniel Higgins

Others Present: Larry Duchette, Town Manager; Corrine Routhier; David Farnum; Judy Moreau; Alyce Bryant-Reece; Rob Reece; Chad Junkins; Clayton DeMerchant; Brian Cote; Ray Cyr; Wilza Robertson; Gary Hafford; Linda Caron; Arthur Routhier

Meeting called to order at 6:32 p.m. by David Pierce.

Approval of Minutes

Selectboard reviews the minutes from the March 20, 2013 meeting and the April 17, 2013 meeting. **Motion made and seconded to accept the March 20, 2013 minutes. Two in favor, one abstain. Motion carries.** Regarding the April 17 meeting, Danny would like to point out that at that meeting, Larry said that Public Works would be filling in pot holes the next day and it wasn't done; the minutes doesn't reflect that he said the next day. Danny is concerned that the Public Works director doesn't take pride in his work; he is also concerned about the pot holes in town. Danny and Larry discuss the task list for the Public Works in the next week. **Motion made and seconded to accept the minutes from April 17, 2013, with the correction being made to the Public Works reference under Town Manager Report. All in favor; motion carried.**

NEW BUSINESS

Lane Construction Lease

Lane Construction is asking to lease some space from the Town when they work on Route 11. Larry would like to lease them the voting room, and allow Lane to stage their equipment in the back of the building. The lease will state that the Town is not liable for any damage to their equipment. The lease will also state that Lane will make improvements to the back yard before they leave the premises. The lease will be for \$500 per month. This will not interfere with anything the Public Works needs to do this summer. The Selectboard would like to make sure that Lane is highly aware of the safety around the playground area. **Motion made and seconded to have a lease written with Lane Construction for the use of the Town grounds and facility while they pave Main Street. All in favor; motion carried.**

Tax Card Acceptance

The Selectboard has been meeting with Randy Tarr, and they have accepted the tax cards with the new valuations. A letter will be sent out by the end of May that will include the new valuations for each property owner, and there will be two days in June in which property owners can meet with Randy at the Town Office to discuss the new valuations. **Motion made and seconded to accept the tax cards for the new valuation for 2013. All in favor; motion carried.**

Mowing Contract

There were three bids for the mowing contract for the Town. Chairman Dave Pierce opens the bids publicly. The bids are one for \$8,721, the second one for \$12,640, and the third one for \$7,600. Larry feels the Town can do this for less money than hiring a contractor. He feels we should hire someone for that position. Larry feels the mowing can be done for the summer for \$6500. **Motion made and seconded to reject the bids presented for the mowing position because it doesn't meet the financial criteria, and that the job be posted for a summer employee. All in favor; motion carried.** Larry will be hiring someone soon.

Felch & Co. Audit

Danny has not looked at the audit paperwork from Felch & Company. Barb feels the audit/review of accounts should be accepted, and interface those numbers with our present numbers and move forward. Corrine [Routhier] will work with the Town's current auditor Chad Bartley and with Felch & Co. to make sure each of the Town's accounts are accurate. Barb says there is one correction to be discussed with the auditors about the figure on the Silviculture account. There is a concern from some Others Present about emails being sent between Selectboard members. The Selectboard assures that all emails are printed and filed appropriately. **Motion made and seconded to accept the Felch & Co. review of the records, and that the numbers are collaborated together with the figures of the Town and the figures of the current accountant, and that the Town move forward with correcting the Town accounts. All in favor; motion carried.**

PHCC License

Brian Cote asks if the Portage Hills Country Club liquor license is in front of the Selectboard tonight to be signed. Larry assures him that it is.

Town Manager Report

>The power is back on at the campground and the Pavilion.
>Joe Chouinard has been having a hard time with dog owners having unregistered dogs.
>Linda Caron did a great job informing the townspeople about what is going on in the World Acadian Congress.

>There have been a lot of people calling and coming in to the office to ask about tax cards and potential property sales.

>The Town is looking at hiring someone for a short term to help Vaughn.

>The hardwood mill asked the Town to help them ditch and maintain the road to the mill. Work on that will begin soon. Irving will be providing the fill from the Beaver Brook Road pit. The Town will provide the backhoe and dump truck for the project. Selectboard discuss who will be willing to accept fill from this project. The Selectboard would like to see the road paved where it connects to West Road. Others Present would also like the trees to be cut more along the side so the sun hits the road to dry it out.

OLD BUSINESS

Speed Limit Signs

Danny says there are some citizens on West Road that would like some speed limit signs. Dave Pierce says there needs to be one on Fox Hill Road.

Public Landing/Right of Way

Danny says on Birch Point Drive, there is a public landing. Larry says there are no signs saying it is a public landing. Barb says it is a common right of way, not a public landing. Danny says one of the camp owners parks in that area, blocking the access to the public. There are some other deeded right of ways along Cottage Rd. There is a suggestion to have a public boat landing on the Cottage Road side of the lake. Danny suggests talking to Mike Bartlett about a deeded right of way for the public. Larry is concerned if there is another boat landing, the PLA will need more inspectors for invasive milfoil and other invasive species. There is a meeting next week with the State about fixing the current Boat Landing on West Road.

Soucy Property

Judy Moreau asks if anything was done concerning Adam Soucy's property. Barb says the Town is waiting for a new deed to be written by Soucy's attorney, then the Town's attorney will be able to review it.

Transfer Station

Larry says the stumps and logs will be moved out of the way. Darey Gagnon and Larry have spoken; they agree that if something cannot be easily taken off of a truck, it won't be allowed. Someone dumped stumps and large pieces of wood. Larry says the Town Transfer Station doesn't take cardboard yet, but we are working on it. The new sign for the Transfer Station should be coming soon.

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

May 15, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for May 1, 2013

New Business:

1. Historical Society has chosen not to lease Seaplane Base.
2. Adam Soucy's road problem resolved.
3. Fish River Meeting went well.
4. Equipment Bids opened.
5. 2013 Oaths of Officers

Town Manager Report

1. Ditches are cleaned.
2. More cold patching this week.
3. Playground equipment being installed.
4. New sign for Transfer Station will be installed.
5. Drain for playground will be installed.
6. Sweeping is done.
7. Signs for invasive Plants are up.
8. New signs for walking path to keep your dog on a leash and to clean up after your pet are up.

Old Business:

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting June 5, 2013

**PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES**

**MAY 15, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce, Chair; Barbara Pitcairn; Daniel Higgins

Others Present: Larry Duchette, Town Manager; Corrine Routhier; David Farnum; Gary Hafford; Bonnie Condon; Sarah Brooks; Wilza Robertson; Anita Theriault; Kathy Gagnon; Rob Reece; Brian Cote

Meeting called to order at 6:31 p.m. by David Pierce.

Approval of Minutes

Selectboard reviews the minutes from the May 1, 2013 meeting. **Motion made and seconded to accept the May 1, 2013 minutes. All in favor; motion carried.**

NEW BUSINESS

Seaplane Base

The Portage Lake Historical Society has chosen not to lease the Seaplane Base due to the fact that there isn't grant money available for them; they have no funds available to use for the lease. Sarah Brooks, Historical Society president, says the deck on the Seaplane Base is currently to code, but it isn't finished. The Historical Society was also going to have to have the exterior of the building fixed, the roof re-done and painting etc., along with liability and other insurances, and these expenses were part of the reason they decided not to pursue the lease agreement at this time. The Selectboard feels the Historical Society should consider moving forward with the use of the Seaplane Base. If the Historical Society comes under the Town, and the Town appoints its officers and Board, then the Society could have use of the building while still being covered under the Town's insurance. Gary Hafford says he was under the impression that the Town would give the Seaplane Base to the Historical Society after the Town got it back; the lease is the problem with this. General discussion about how other Historical Societies deal with their buildings; many of them had houses deeded to the various Historical Societies. Selectboard discusses possible options such as deeding it to the Historical Society, or the Town fixing up the Base and letting the Historical Society rent the building. Sarah expresses a concern that there are not many active members in the Historical Society with which to undertake these projects; she would like to invite many others to participate. The Historical Society will bring this issue to its next meeting to discuss among the members and bring a decision back to the Board possibly in late June.

Soucy Property Road Problem

The engineer/surveyor let us know that the pins have been reset for Adam Soucy's property, and an invoice was received by the Town today.

Fish River Sign

The meeting for the Fish River By-way sign went well, the sign **will** be re-installed after Mr. St. Peter gets back. Larry and Hollie Umphrey will talk with Mr. St. Peter personally.

Equipment Bids

Larry opens the bids for the Town's equipment it is trying to sell, a 1989 International plow truck, a sander, and an F-150 pick-up. The Selectboard members review the bids. Danny says he is opposed to getting rid of the Town plow truck, feels that with two trucks Public Works will be able to do more work. Larry says he has been unable to find Class 2 drivers. Dave reads the bids:

For the 1989 Intl. Plow Truck: Simard Construction bids \$5,101.00; Tim Bolstridge bids \$2,000.25; Mark Flint bids \$4,750.00. General discussion between the Board and Others Present about the amounts of the bids and the pros and cons to keeping the 1989 Intl. truck, some issues that need to be fixed in order to inspect the truck if the Town keeps it. **Motion made and seconded to accept the bid from Simard Construction for \$5101 for the '89 Intl. plow truck. Two in favor, one abstains. Motion carried.**

On the 2000 F-150 pick-up: Thomas Harville bid \$1605. This was the only bid. **Motion made and seconded to accept the bid for \$1605 on the Ford F-150. All in favor; motion carried.**

2013 Oaths of Officers

The Board needs to approve the Oaths for the various officers of the Town. Dave reads a list of all of the different officers that need Oaths (a list will be attached to these minutes). Barb expresses that she would like the Board to do this every the first meeting after the Annual Town Meeting.

Town Manager Report

>Cold patch was done, and some ditching begun.

>One more piece of playground equipment will be installed soon. They are putting in a drain for the wet area in the Playground.

>The new sign for the Transfer Station to change the flow of traffic there will be put up soon, and the locks on the gates will be replaced. This will make it easier for people with trailers.

>Road sweeping was done, but Larry isn't happy with it. Chip from Lane will be coming out to see the issues, and Larry was upset with the amount of the invoice for the job. Brian Cote feels

the winter sand that the Town gets is really sand; he feels there is a lot of gravel and possibly some loam. He is wondering if we can find a way to test the winter sand to find out what is in it. Selectboard members will look into this issue.

>Signs for the invasive plants are up.

>Two new signs were put up for the Fitness Path about having dogs on a leash and picking up after them.

>Selectboard discusses having the railroad crossing fixed.

Fish River Road Issues

Prentiss & Carlisle and Irving are backing away from fixing the Fish River Road entrance; they want to close the road and want the Town to fix it on its own. They are concerned also about silt getting into the lake. It could be a DEP issue. Discussion among the Selectboard and Others Present about the issue and what percentage each party owns of the road. It is determined that the Town owns 51% of the road, 35% Irving and 15% P & C. Mention of asking Seven Islands to help with the cost of maintaining the road. This road is Town access to its Industrial Park. Discussion about researching this issue further and determining where the problem of the silt is coming from, and who is responsible percentage-wise. Dave Farnum says TIF funds can be used if the Town has to repair the road; he wants the Selectboard to keep that in mind while they are making their decisions.

OLD BUSINESS

Park Trees

Danny Higgins thanks Larry for researching trees for him. He would like to get some weeping birches, 10 of them this year, (for the Veteran's Memorial Park). He asks Larry if he could get the trees, and help him plant them when the time comes. He would like to get the trees planted in the first few weeks of June.

Accounts Payable Warrants

Danny would like to look at the Accounts Payable Warrants at the Selectboard meetings rather than being called into the office to sign them. Barb and Dave feel this is something that can be done.

ATV Club Volunteering

The ATV Club has been cleaning up the ditches and other places around Town, including the beach and Pavilion. Wilza Robertson feels that they should be thanked. Bonnie Condon says that isn't the entire ATV Club, it is one member in particular, Jeannie Jones, who does this. Selectboard would like to send a letter of thanks and appreciation to Jeannie. The ATV Club is holding a Clean-up Day for the Town this Saturday.

Golf Course Road

Self-Course Road
 Danny wants to know if the Town can fix the end of the Golf Course Road with the backhoe.

Next Selectboard meeting is June 5, 2013 at 6:30 p.m.

Meeting adjourned at 7:40 p.m.

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

Approved:

6/19/13
Date

Date _____

Signed:

David M Prince

David M. Pierce, Chairperson

David M. Pierce, Chairperson

Barbara Pitcairn

Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

June 5, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for May 15, 2013

New Business:

1. Warrants- AP
2. Scholarships
3. Estimated Tax Bills sent out.
4. Meetings with Randy Tarr for Thursday and
Friday scheduled
5. Seaplane Base
6. Town Roads
7. Cemetery Headstones
8. Adopt a rule that mandates a min of 10% of registered voter be present at any meeting that
involves the Towns financial Budget

Old Business:

1. Auditor

Town Manager Report:

1. Vaughn working with part time helper
2. Dock at Boat landing Installed.
3. Repair to Outhouse's at Campground done.
4. Playground mulch is installed with help from Boy Scouts
5. New sign for Transfer Station is installed.
6. Drain for playground is installed.

7. Culvert installed on Hayward and ditch cleaned.

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting June 19, 2013

**PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES**

**JUNE 5, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce, Chair; Barbara Pitcairn; Daniel Higgins

Others Present: Judy Moreau; Clayton DeMerchant; Marcelle Gagnon; Corrine Routhier; Larry Duchette, Town Manager; Bonnie Condon; Dave Farnum; Hollie Umphrey; Ray Cyr; Jen Curran; Lynn Taylor; Linda Caron; Alyce Bryant-Reece; Rob Reece; Don McNaught; Gary Hafford; Zenon Caron; Angie Boutot; Jim Dumond; Ken Fones; Vicky Krauthamer

Meeting called to order at 6:31 p.m. by David Pierce.

Approval of Minutes

Selectboard reviews the minutes from the May 15, 2013 meeting. Motion made and seconded to accept the May 15, 2013 minutes. All in favor; motion carried.

NEW BUSINESS

Warrants

Selectboard will sign the accounts payable warrants at the end of the meeting.

Scholarships

There are two applicants for the Town of Portage Lake scholarship. If any student doesn't go to college, they do not receive the money. They have to be in college for at least one semester and passed that semester with an average grade or above.

Revaluation

Estimated tax bills were sent out to taxpayers to let them know what they might expect for their taxes this year. It was a courtesy due to the revaluation for the town. Portage is about 30% lower than Eagle Lake right now concerning overall valuation. The revaluation is required by the State of Maine every ten years; the Town hires someone to do the revaluation. A letter was sent out with the estimated tax bill letting tax payers know that they can make an appointment to meet with the assessor Randy Tarr. Discussion about the valuation of the Town. Discussion about the Town's budget; mention of cutting the wood on the Town lots to get more revenue.

Seaplane Base

The Historical Society is not going to lease the Seaplane Base. The Selectboard would like to know if the Public feels that the Town should do some work there to make sure it is a safe building and to utilize it for anything. Suggestions of getting the County, the State and the Federal government to help with funding, as long as it is a registered Seaplane Base. The Selectboard will look into this matter.

Town Roads

There is some cold patching that still needs to be done, but weather hasn't been in our favor this spring. The cross culverts on West are going to be hot topped over. The State has filled in all the pot holes in front of the Fish River Road recently. The Town is still waiting to meet with DEP concerning the ditching on Fish River Road. There are requests for speed limit signs on West Road; Public Works will determine how many signs are needed and all the speed limit signs will be purchased together. There is also a request for a handicap and dead end sign on Hayward Street. The Town will contact the railroad about fixing the crossings on both West and Cottage Roads.

Cemetery Headstones

There are a lot of headstones in the Municipal Cemetery that are either damaged or have fallen over. Barb Pitcairn reads from the Municipal Cemetery Rules and Regulations pamphlet indicating that the families are responsible for fixing the stones unless family cannot be contacted. Zenon Caron says that the VA will replace for free the headstones or the footstones of any Veterans in our cemetery that are in disrepair or damaged. It is suggested that permission to do something to the headstones be in writing,

Voter Representation

Barb Pitcairn would like to look into adopting a rule that mandates a minimum of 10% of registered voters be present at any meeting that involves the Town's financial budget. There have been recent meetings in which only two or three people are voting for the finances of the Town. For Portage Lake, 10% of the registered voters would mean approximately 39 people be in attendance. The Board feels there is a communication issue in getting people to come to these meetings. Barb suggests having a marquee for the Town to post meetings and other events. There is a concern about getting enough people to come to the meetings, even if the meetings are posted correctly. Others Present feel that getting something in the mail is a good way to get the word out; they feel that emailing is a good way. Judy Moreau feels the Town needs a charter to settle matters such as this.

OLD BUSINESS

Auditor

Chad Bartley has been sent a notice that the Town will no longer need his services. Larry is asking the Selectboard whether he can call Felch & Company to see if they want to be our yearly auditor, or if he should put it out to bid. Motion made to ask Felch & Company to take over our auditing requirements, seconded. All in favor; Motion carried.

TOWN MANAGER REPORT:

>Dylan Cyr-Cormier will be helping Vaughn Devoe this summer beyond his mowing job for the town.

>The dock at the boat landing was installed and some repairs were done on the outhouse at the Campground. A new picnic table has been purchased for the Campground also.

>The Boy Scouts helped out in spreading the mulch on the playground near the Town Hall. Larry will have a cookout for them. The final piece of the playground has been installed. A drain was installed in the playground, also.

>Transfer Station's new sign is in. The Transfer Station is currently open on Wednesdays and Saturday, it will close on Wednesdays soon after spring clean-up is done.

>A culvert was installed and some ditching was done on Hayward today.

Public Comments

>Question of whether the buoys have been put up at the beach yet, the answer is no.

>Request for the alders at the mouth of the Fish River Road to be cut back so people can see coming out of the road.

>The dock at the Seaplane Base won't go in until the water goes down.

>Question about how many culverts are on Hayward Street; answer is the Selectboard doesn't know.

>The Centennial Mini Grant will be given out at the next Selectboard meeting.

>The Public wants to know when the Fish River By-way sign is going to be put back up. The State will be meeting with Mr. St. Peter tomorrow about the placement of the sign.

>Hollie Umphrey asks if the easement for the Senior Housing Development has been finished; she sent the letter to the lawyer last year.

Bald Mountain Mining

Hollie Umphrey recently became an independent consultant on outreach on the Bald Mountain mining situation. She is concerned that she is not being contacted by the Town officials when it comes to anything going on with the mining. She says this is a perfect opportunity for the Town to have open meetings for the townspeople to learn about the mining and what is good or isn't good about the situation. The Selectboard thought that Hollie would come back to them when

there was some sort of development on the mining; there was a lack of communication between the Selectboard and Hollie. Hollie just wants everyone to understand that this issue isn't just one sided, that the Town has a voice in it. LD-1302 has been shot down; currently it is dead in the water and there won't be any mining if the legislature doesn't pass it. The Selectboard would like to set up a meeting for the townspeople.

Next Selectboard meeting is June 19, 2013 at 6:30 p.m.

Meeting adjourned at 7:20 p.m.

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

Approved: _____

7/10/13
Date

Signed: _____

David M. Pierce

David M. Pierce, Chairperson

Barbara Pitcairn

Barbara Pitcairn

Daniel C. Higgins

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

JUNE 19, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Daniel Higgins

Others Present: Donna St. Peter; Larry Duchette, Town Manager; Corrine Routhier; Judy Moreau; Clayton DeMerchant; David Farnum; Ella Stevens; Linda Caron; Irene Flint; Alyce Bryant-Reece; Rob Reece; Jennifer Curran; Marcelle Gagnon; Tracy Simpson; Lisa Simpson

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes

Selectboard reviews the minutes from the June 5, 2013 meeting. Danny would like to thank Judy Moreau for the work she has done on the Seaplane Base. Danny asks about the potholes on Station Road and about contacting the Railroad. Danny fixed one of the headstones at the Cemetery; he is willing to possibly fix others if he is asked. **Motion made and seconded to accept the June 5, 2013 minutes. All in favor; motion carried.**

NEW BUSINESS

Warrants

Selectboard will sign the accounts payable warrants at the end of the meeting.

Mini Grant Awards

Donna St. Peter, the chairperson of the Centennial Mini-Grant committee, grants two \$1000 grants to the Congregational Church in Portage, presented to Ella Stevens. This church is 110 years old, but can use this money to do some upgrades to the interior of the church and the windows. The second recipient is the Portage Lakers Snowmobile Club, presented to Jennifer Curran. The Snowmobile Club will use the money to re-route the snowmobile trail I-85 north to Eagle Lake.

Simpson Property Abatement

Tracy Simpson, camp owner, is asking for an abatement on his taxes; he is being charged for a well and sewer, which he doesn't have. He is asking for an abatement for the last 3 years on his property taxes. He says Tarr Assessing has been contacted, and his valuation has been readjusted. He explains the history of his building valuation on his property and the changes that have occurred since 2010. Selectboard agrees to give the Simpsons an abatement, but no

motion was made on this issue.

Town Property Alcohol License:

MMA has a program called TULIP in which people who are renting Town facilities like the Town Hall and the Pavilion can purchase their own insurance for events being held, which releases the Town from any liability. Right now the Town is liable for any injuries that may happen on the Town properties during events on Town property. The State of Maine for any BYOB functions requires that anyone having an event that is BYOB needs to purchase a liquor license for \$10. Both of these items need to be put into our rental agreements for the Pavilion and the Town Hall. **Motion made to implement the TULIP program for the insurance on the Town facilities, seconded. All in favor; motion carried.**

Quit Claim Deed:

The Selectboard has been asked to sign a Quit Claim Deed in order for a purchase of a property in town to be completed. There was a lien against this property in 1978, and the title company could not find any record of a release of that lien, so they are asking that the Selectboard sign the Quit Claim in order for the sale to go through.

Constable:

Larry brings up the issue of the Town hiring a constable to be available specifically for the Town if there are any functions. **Motion made that the Town signs in a constable as long as there is no cost affiliated to the Town; seconded. All in favor; motion carried.**

Town Manager Report:

>Public Works is working on cross culverts.

>Mowing is getting done between rain storms.

>There are a lot of complaints about the beach parking lot; some gravel needs to be brought in to fix the parking lot. Larry feels it will take at least 15 loads of gravel. Barb would like to see if there is grant money for maintaining the public beach. Dave feels it will be at least \$5000 to fix the parking lot. Larry will look into some grant money.

>Most of the brush pile at the Transfer Station has been burned, and the rest will be hauled off to St. Peter's pit. Danny says he heard complaints from firemen about burning this. DEP won't let the Town bury it on site. Danny says that from now on he doesn't want any more burning, he wants to chip it. Danny would like to know the cost to the Fire Dept. budget for burning. Barb is concerned that the Fire Dept. budget should not be used for burning the brush pile. The burning would not have been an issue, but there were things in the pile that weren't supposed to be in there and wouldn't burn. **Barb makes a motion to haul the unburnable debris at the Transfer Station to St. Peter's at a cost not to exceed \$300, seconded. All in favor; motion**

carries. Larry says there is also a compost pile being started at the Transfer Station.

OLD BUSINESS

Electronic Sign:

Larry is researching the cost of electronic signs, some of the used ones cost from \$4000 to \$6000. Barb says we can get a cheaper one that you can put up by hand for \$500. Dave says that if the Town gets one of the electronic signs, there needs to be a town ordinance.

Public Comments Concerning Property Valuations

Irene Flint is here to discuss her taxes and the valuation on her property. She would like the Board members to contact Randy Tarr for her to be able to discuss her property valuation with him. She has tried to contact Randy Tarr but hasn't been able to get ahold of him. The Selectboard agrees to try to help Irene with her issue. Judy Moreau would like to know more about the valuations of the properties that include replacement value. The Selectboard members do not have an answer for her. There are many negative comments about the new property valuations, and questions about what the next step is for property owners who disagree with the assessment. Judy Moreau says the State has an Assessment Board that can review the job that Randy Tarr did for the Town.

Public Comments:

>Judy Moreau has talked with the County Commissioners, who came to look at the Seaplane Base last Friday, and they were displeased with the state of the base as it is right now. She talked with Angus King's representative and they are all looking into finding money from the county and federal government to help refurbish the Seaplane Base. She is trying to get ahold of our representatives in the State to ask for funding.

>Linda Caron says the World Acadian Congress has recommended that the Selectboard put on the agenda that they appoint a committee for the World Acadian Congress. She says it has gotten to the point where there are many organizations involved, and this committee would have representatives from these groups. Linda took Ray Cyr's as a liaison for Portage Lake in the World Acadian Congress. The Selectboard needs to appoint someone formally to be able to speak for the town officially. Three organizations in town, Snowmobile Club, Historical Society, and Portage Lake Tourism, have already applied for funds from the WAC. Larry will put this issue on the agenda for the next meeting.

>On Friday the 28th of June there will be a Bald Mountain Meeting at 6:30 p.m. at Dean's Hotel for anyone who is interested in an update on the Bald Mountain mining issue. It will be a time for the public to bring forward questions and concerns about the situation. This meeting is sponsored by the Portage Lake Business Association.

>Danny would like to know if the Town would like the spruce trees trimmed at the cemetery.
Larry says to contact the Cemetery Committee.

Next Selectboard meeting is July 10, 2013 at 6:30 p.m.

Meeting adjourned at 7:42 p.m.

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

Approved: 7/10/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Barbara Pitcairn
Barbara Pitcairn

Daniel C. Higgins

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

JULY 10, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn

Others Present: Larry Duchette, Town Manager; Judy Moreau; Corrine Routhier; Marcelle Gagnon; Alyce Bryant-Reece; Rob Reece; Linda Caron; Lynn Taylor; Hollie Umphrey; Kathy Gagnon; Anita Theriault;

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes

Selectboard reviews the minutes from the June 19, 2013 meeting. **Motion made and seconded to accept the June 19, 2013 minutes. All in favor; motion carried.**

NEW BUSINESS

Warrants

Selectboard will sign the accounts payable warrants at the end of the meeting.

Applications for Exemptions

There are two applications for exemptions, one for a homestead for George McGrane and one is a veteran widow for Marcelle Gagnon. The Selectboard members review the applications and sign where applicable.

World Acadian Congress Representative

The Selectboard appoints Linda Caron as the representative for Portage Lake for the World Acadian Congress. She explains that in February the Selectboard approved community activities for the World Acadian Congress for the Portage Lake Tourism Cmte., the Portage Lake Historical Society, and the Portage Lakers Snowmobile Club. The Town is eligible for \$5000 in matching grants for each of these groups that have submitted applications. These activities will be included on the World Acadian Congress during 2014. Dave suggests giving the amounts that the Snowmobile Club and the Historical Society have asked for, and the rest of the \$5000 will be spit up between the Tourism Cmte., which is asking for the bulk of the money. Barb suggests the same thing, except giving Tourism a percentage of what is left over for each of their events. Separately, Linda and a few other community members met at Baker Lake in Canada to meet with representatives from that town for the Tripling of the communities for the WAC. The three

July 10, 2013

communities that Portage Lake is involved in with the Tripling have decided to do a Magic Rug of Grand Pre, which is a hook rug. There is a book of the same name, and the three communities will be doing their own piece of the rug, and then will be put together at a midnight mass in August 2014.

Rental Application:

The Selectboard signs a BYOB application that goes to the State for Serena Collins to complete her rental application for the Pavilion this summer.

Town Constable:

Tabled due to the absence of Mr. Cyr Martin.

Tracy Simpson Abatement Update:

At the last Selectboard meeting, Mr. Tracy Simpson had asked for an abatement on their property. Randy Tarr, assessor, doesn't believe the Town should abate the Simpson's property.

Portage Lake Business Association:

At the last Selectboard meeting, the Portage Lake Business Association was mentioned and the Selectboard has asked new members to come to the meeting to answer some questions about it. Hollie Umphrey, member of the Association, says it really started because the Ashland Rotary has disbanded, and this Association was created to support local businesses. She says this isn't a formal Association with a president or membership forms, but it is open to any business in Town. It is to help promote local businesses.

Town Manager Report:

- >There are two cross culverts that still need to be done.
- >The beach has been cleaned. There have been quite a few complaints about the condition of the beach concerning garbage. Two picnic tables have been destroyed. Selectboard discusses implementing rules for the beach, but there is an issue of how to enforce it. Jeanne Jones helped pick up the trash on Sunday morning. There has been discussion about having a permit for the beach, getting surveillance cameras. The Selectboard would like to get a sign to inform the public of beach rules just to cover us for liability.
- >Flag pole at the cemetery is finished.
- >The ashes have been hauled away from the Transfer Station, and the brush pile has been started again. Danny Higgins will bring in some gravel for the Transfer Station.
- >Three loads of gravel will be brought in to the beach to grade the parking lot.
- >The holes on Station Road have been patched and salt has been put down to keep the dust down. Barb would like to see the holes patched on Ranger Road, also. Larry will look into it.

July 10, 2013

Wheelchair Lift:

The wheelchair lift had been budgeted for, but the State stipulates that the lift has to be installed by an elevator company and inspected by the company, a cost that wasn't included in the initial budget. The budget is short \$3000 for this line item, but the total budget for the Town Hall account has saved money so Larry thinks the lift can be purchased with the savings in the rest of the account. If the Town Hall doesn't have a lift, all of the rooms on the upper level would not be usable since it can't be accessed by everyone. The Selectboard feels that the lift can be purchased using the budgeted amount and the amount of savings in the current Town Hall account. **Motion made to use the savings from the Town Hall budget to fund the rest of the wheelchair lift project, seconded. All in favor. Motion carried.**

OLD BUSINESS

Quit Claim Deed

Last Selectboard meeting the Board signed a Quit Claim Deed concerning the purchase of property on in Town, but they didn't sign the paperwork in front of a Notary. They re-sign the paperwork tonight in the presence of Kathy Gagnon, Notary Public.

Public Comments:

>Barb expresses her displeasure with the paving work done by Lane Construction and DOT on the sidewalks in Town. She says it isn't aesthetically pleasing. She spoke with the supervisors on the project, who told her the Town is responsible for the maintenance of the sidewalks after they were originally built. She says the State doesn't have the funds to repair them all, but there is grant money from the Bicycle and Pedestrian Department to help maintain the sidewalks. The Town could apply this fall to get a project done next summer.

>Question about paving being done on either West or Cottage Road; Selectboard says nothing is going to be done this year. Larry has been looking into getting a bond to do both roads in their entirety.

>There is a Forestry Advisory Cmte. meeting soon about the Town's stumpage and cutting schedule. Dave discusses possible cutting schedule scenarios for the Town owned property.

>Concerning the Street Lights, Larry has been asking the Power Company about going to LED lights, or possibly getting rid of a few street lights in areas where they are not essential.

Next Selectboard meeting is July 24, 2013 at 6:30 p.m.

Meeting adjourned at 7:31 p.m.

July 10, 2013

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

Approved: 7/24/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Barbara A. Pitcairn
Barbara Pitcairn

Daniel C. Higgins
Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

July 24, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for July 10, 2013

New Business:

1. Warrants
2. MMA Voting Ballot
3. Ray Cyr, Seaplane Deck
4. Winter Sand Bids
5. Fish River Rd.
6. Tax Commitment

Town Manager Report

1. Shoulder work on W. Cottage
2. Playground Monthly Inspections Done
3. Heating System failure
4. Complaints on Drinking at Beach
5. Letters to Hayward St. about plugging ditch
6. Condenser on Backhoe needs repair
7. Culvert on W. Cottage needs replacing

Old Business:

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting August 7, 2013

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

~~JUNE~~ ^{July} 24, 2013/6:30 P.M.

PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chair; Barbara Pitcairn; Danny Higgins

Others Present: Larry Duchette, Town Manager; Judy Moreau; Corrine Routhier; Marcelle Gagnon; David Farnum; Wilza Robertson; Clayton DeMerchant; Ray Cyr; Alyce Bryant-Reece; Rob Reece; Anita Theriault; Linda Caron; Hollie Umphrey; Carol McNaught; Jim Dumond

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the July 10, 2013 meeting. **Motion made and seconded to approve the July 10, 2013 minutes. All in favor; motion carried.**

NEW BUSINESS

Warrants:

Selectboard will sign the accounts payable warrants at the end of the meeting.

MMA Voting Ballot:

MMA asks for a vote from the Town for the Vice President and the Board of Directors for the Maine Municipal Association. Selectboard reviews and signs the ballot from MMA.

Seaplane Deck:

Ray Cyr, representative for the Portage Lake Historical Society, is asking for a reimbursement to the Historical Society for the work it did on the Seaplane Base last year. The work was done with the understanding that the building would be going into the hands of the Society, but that didn't happen. The deck was built with volunteer work, but the materials were purchased by the Historical Society. Instead of paying the Historical Society by check, Ray suggests reducing the loan to the Historical Society from the Town for the reprint of the history books by \$692, which is the cost of material for the deck. The work was done in 2012 because the building had to be fixed to get up to code. There was a time limit to get the deck rebuilt, so the Society purchased the materials and put the deck back on. The Historical Society had the intent to restore the Seaplane Base to the way it was a number of years ago. Hollie Umphrey suggests the Portage Lake Association may be a group that could take over use of the Seaplane Base; the PLA will be discussing this at their next meeting. Dave feels since this was a Shore-land Zoning

time constraint issue, that forgiving a portion of the debt of the Historical Society is a good idea. He feels that the deck has to be on the building, regardless of who did the work or paid for the work, and it is a Town building and the Town is responsible for it. The Seaplane Base is still an historic building and important to the Town. Judy questions whether the Historical Society will try to put the Seaplane Base on the register of historic places; Jim Dumond says the Historical Society will do whatever they can for all. **Motion made to pay \$692 for the materials out of the debt that the Historical Society owes the Town for the printing of history books, seconded. All in favor; motion carried.**

Winter Sand Bids:

Only one bid for winter sand was received by the deadline today. The bids were not advertised, they were sent out to the people who bid last year. Barb feels this should have been advertised. Bids won't be opened today; Larry will put an ad in the newspaper.

Fish River Road:

Maine Woods, Irving, P&C and Seven Island met with Larry about the Fish River Road. Seven Islands will pay 50% of the cost to fix the road, ditch it and narrow it. Irving said they would do the excavation work, then grade and finish it. Right now John Jandreau is working on a cost plan for the project. The Town will be responsible for hiring or getting dump trucks to haul 10 loads of material from Beaver Brook Road to stock pile, and to do grade work to establish a new centerline for that road. DEP feels the road width and lack of drainage on the road is a big problem of pollution of silt. P&C will be donating culverts and some material for the road. When the project is done, Maine Woods will pay the Town to maintain the road, especially plowing it in the winter from the West Road to the mill. The Town will sign a contract for maintaining the road, possibly for \$3000. The Road can't be shut down because the Town owns 50% of it and there are deeded right-of-ways that go to that road. Dave Pierce would like more information on the financial end of this project. Discussion turns to Irving's decision to sell some of their property leases around the area. Discussion about why the road is important to the Town. Dave Farnum suggests that TIF monies might be usable for part of this project since the road is part of the infrastructure of the TIF district.

Tax Commitment:

The last bit of personal property information needed to figure out taxes will be in either the end of this week or early next week. Barb would like to have a meeting to set mil rates by the first week of August.

Town Manager Report:

>There is a new piece to the backhoe that works like a grader, and West road's shoulders have been graded.

>Playground inspections have been done.

>There was a failure with the heating system at the Town Hall that was repaired in the last few weeks. There was a pump that wouldn't shut off.

>There were three complaints with rowdy people and drinking at the beach. This is illegal, but the Town needs to find a way to enforce it. Cyr Martin was sworn in today as the Town's constable. Dave says a sign needs to be placed as soon as possible stating that this is a public property and no drinking is allowed, or something to that effect. Anita Theriault suggests having something saying that the use of the public facilities is a privilege, not a right. Larry says someone in town has offered to be a beach patrol to help curtail some of these activities.

>Letters for homeowners on Hayward Street about plugging the ditches were received well. They understand that their

>The condenser on the backhoe has broken. It will be put into the budget for next year, it is \$1600. This part is for the air conditioning system. It isn't a common model, so it has to be ordered from the company. Barb feels that if the current operating budget for Public Works is under right now, we should order the part as soon as possible and replace it. Larry will look into it.

>The last culvert that was to be hot topped at the end of Cottage Road has to come out and be replaced. Next week it will be dug up and a new one will be put in. Seven new 18 inch culverts have been ordered; the metal culverts in the Town will be replaced eventually. The ditches and ends of culverts will be cleaned beginning tomorrow, and Public Works can determine at that time if any more culverts need to be replaced.

OLD BUSINESS

Town Charter:

Danny asks if the Town has a charter; Judy Moreau says we have one that is very short and from the early 1940s. Danny would like the charter be updated, if it is in the Town's best interest. Barb says a Charter Committee of 5 with 2 alternates needs to be formed and it may take a few years. Larry says MMA has resources we could use, but the committee has to be made up of the general public, not anyone employed by the Town.

Crosswalk:

Danny asks if there can be a crosswalk from the Post Office to Dean's. Larry says the DOT said that crosswalks have to go from one sidewalk to another sidewalk, not to a parking lot or anything. Barb thinks this could be a way to slow traffic down. There can be some signs purchased that fit in traffic cones that indicates a pedestrian crossing. Larry will look into this.

Next Selectboard meeting is August 7, 2013 at 6:30 p.m.

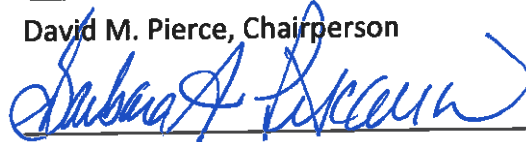
Meeting adjourned at 7:28 p.m.

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

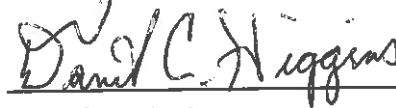
Approved: _____
Date

Signed: _____

David M. Pierce, Chairperson



Barbara Pitcairn



Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

August 7, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for July 24, 2013

New Business:

1. Special Town meeting Aug 15, 2013

2. Angie Burton

3. Fish River Rd.

4. Roadside Mowing

5. Winter Sand Bids

6. Seaplane Base

7. Dave Farnum School Board

8. Dave Farnum Accounting

9. Warrants

Town Manager Report

1. West Rd. Culvert replaced

2. Road Engineer

Old Business:

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting August 21, 2013

PORTAGE LAKE BOARD OF SELECTPERSONS
MINUTES

AUGUST 7, 2013/6:30 P.M.

PORTAGE LAKE TOWN HALL

Members Present: Barbara Pitcairn; Danny Higgins

Members Absent: David Pierce

Others Present: Larry Duchette, Town Manager; Judy Moreau; Corrine Routhier; David Farnum; Peter St. Peter; Clayton DeMerchant; Gary Hafford; Carrie Gagne; Alyce Bryant-Reece; Rob Reece; Linda Caron; Hollie Umphrey; Lynn Taylor; Angie Burton

Meeting called to order at 6:31 p.m. by Barb Pitcairn.

Approval of Minutes:

Selectboard reviews the minutes from the July 24, 2013 meeting. **Motion made and seconded to approve the July 24, 2013 minutes. All in favor; motion carried.**

NEW BUSINESS

Special Town Meeting:

The Selectboard had a work session this morning and determined to have a special town meeting on August 15 to see if the Town will vote to appropriate anticipated revenues to reduce 2013 taxes. This will allow the Selectboard to set the mil rate. Another article is to appropriate \$4000 from the TIF account to improve the Town's share of Fish River Road. The Warrant will be posted tomorrow. (Selectboard signs special town meeting Warrant)
Anticipated revenues include motor vehicle excise tax, agent fees, interest, Veterans Exemption reimbursement, and fees from Nashville Plantation, among others.

Fish River Road:

The money to help fix Fish River Road will be, hopefully, coming from TIF, if the article at the special town meeting on August 15 is passed. If this article doesn't pass, this will come from our Road Reserve account. Irving will be doing the excavation and dozer work, Portage Construction will be hauling gravel from P&C pit, and Danny Higgins will be hauling overages for the crew. The Town's public works will be finishing the ditch when the road work is done. The total cost of the project will be approximately \$14,000. Some residents would like the overage of material to help fill in the side of some Town roads. The Road will be narrowed so it will be passable by two vehicles, but not wide enough for tractor trailer trucks so they will stay off of West Road. Judy Moreau is wondering what the difference is between the pollution and dust

from trucks on the new mill road across from Beaver Brook Road on Route 11, and the dust and pollution from trucks on the Fish River Road. She wants to know what the Town will do about the other mill road. There is discussion about what the Town will do when the State turns back to the Town the first portion of West Road. Others Present ask the Selectboard if they know what the mouth of the Fish River road will look like after the project is finished. Larry says he will look into it. Carrie Gagne asks if the DEP did an environmental study to support their reasoning for the road project. She would like the Board¹ address the impact of the diversion of traffic through town on the local businesses while the road is closed to repair; wants to know if the problem was caused by the current mill or the previous mill, and whether the taxpayers of Portage should be responsible for maintenance and repair on the road if the problems were caused by the mills. Citizens are concerned about the impact on residents of the decision to close the road during the 3 days of reconstruction. There is also concern about access to the hiking trail, ATV trail, Snowmobile Trail, and the other small mill road on that stretch of the Fish River Road. Discussion turns to opening the Fish River Road to allow large tractor trailer trucks to go through town to the Industrial Park. Linda Caron wants the Board to consider how much more information will make a difference before they are happy with the results; this isn't the first time the Fish River Road has been brought up. She feels if the Board postpones work on the Road, they take a risk of seeing the other members of the project pull out completely. There is a concern about fast and loud drivers of the big trucks; discussion of ways to reduce the noise and speed of the trucks, one way is to set up cameras to monitor the mouth of Fish River Road. Larry will look into some of the concerns brought up by citizens at tonight's meeting.

Roadside Mowing:

Larry has made a few calls to people to mow the roadsides in town; no one is returning his calls. Portage Construction has offered to do the job. Larry would like the roadsides mowed before the Portage Lake Round-up festivities. **Motion made to get a price from Portage Construction and present it before the Board, seconded. All in favor; motion carried.**

Winter Sand Bids:

Bids were advertised in two separate papers, and only one bid was received. The bid is for 500 yards of winter sand for \$6,960. Barb wants to know what the Town can do with the old sand and salt in the Sand Shed currently; it can be reused. **Motion made to accept the bid from Portage Construction for winter sand for \$6,960, seconded. All in favor; motion carried.**

Citizens present wonder if the Town will inspect the loads of sand for large rocks. Larry suggests bringing our salt to Portage Construction to be screened with our sand to get a better blend of sand and salt for the roads.

Seaplane Base:

Judy Moreau wrote to Mike Michaud and Angus King about getting funding for the Seaplane Base; no answer yet. The Dept. of Conservation is looking into the issue. Rural Development is also looking into it, but they suggested the Town get a loan through Rural Development to repair it. Paul Bernier with the County Commissioner's office has also been contacted. It will take some time to get funding. Selectboard discusses getting volunteers to do repairs on the Seaplane Base. Discussion turns to the possible use of the Seaplane Base. Judy will also try to contact the FAA. Hollie Umphrey says the Town put money into the Seaplane Base with new cribbing underneath the structure. Hollie also says she will present a lease agreement to the Portage Lake Association, the same lease that was originally intended for the Portage Lake Historical Society, to occupy the Seaplane Base as a sort of headquarters. Larry says the Town needs to put some money aside every year for improvements to the building. **Motion made and seconded to get an estimate on repairs so the Selectboard has a number to work with. All in favor; motion carried.**

Liquor License:

Angie Burton asks the Selectboard to approve her application for Dean's annual liquor license. Selectboard signs liquor license.

School Board:

Dave Farnum, School Board chairman, has recommended that the School Board position hold its elections in March as part of the elections for Selectboard members. In March of 2014, Dave's position as chairman will be up, and the newest position held by Rob Reece will be up because he wasn't voted in as part of an annual town meeting.

Town Accounting:

Dave Farnum had some questions concerning the Town's accounting, but his issues have been addressed; he doesn't need anything from the Selectboard tonight.

Town Manager Report:

>West Road cross culvert has been replaced; it was difficult due to an issue with a small stream in the area. It will be monitored before pavement is placed over it. As far as other culverts, there are 145 culverts in Portage, 32 are cross culverts in need of repair. It would cost the Town about \$2200 per culvert to replace. Public Works will do as many of them as they can, but the remainder will be contracted out if the Town approves a bond to re-do all of the Town roads.
>Darrell Spondberg, engineer from DOT, rode the Town roads with Larry this last week; he checked the roads to see what would need to be done. He says a lot of the roads don't need to be reclaimed, they can be resurfaced. Spondberg will create a project plan for the Town. He

suggested doing the project in three stages, so the maintenance of the roads doesn't all come due at once. His cost is 1% of the projected total cost of the project for the plans and to present the proposal to the Town for approval. Selectboard discusses how to pay Mr. Spondberg; Barb suggests not having the presentation of the project until after April of next year (2014). **Motion made to put out to bid the road engineer job, seconded. All in favor; motion carried.**

Fish River Road Revisited:

Larry just double checks that the Selectboard and citizens want him to check on the treatment of the ATV trail and the hiking trail, and find out whether the DEP did an environmental feasibility study. Larry will also double check on the use of TIF money for the project. Rob Reece asks if the Town can post the road to heavy traffic. He will post the road closure tomorrow.

OLD BUSINESS

Town Charter

Judy says there are two ways to proceed with the creation of a town charter: The Selectboard can appoint a committee, then the Town has to vote; 5 people can petition the Selectboard to start the charter and those 5 have to pass the petition around to get the signatures. Judy suggests the Selectboard appoint a committee. Larry will get some different town charters to review, but we have to create our own charter; we can't use parts of other Towns' charters. Right now the Town Charter is a state standard, that we are a Town Manager form of government.

Next Selectboard meeting is August 21, 2013 at 6:30 p.m.

Meeting adjourned at 8:05 p.m.

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

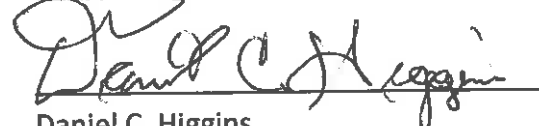
Approved: _____
Date

Signed: _____

David M. Pierce, Chairperson



Barbara Pitcairn



Daniel C. Higgins

August 7, 2013



PAUL R. LEPAGE
GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



PATRICIA W. AHO
COMMISSIONER

MEMORANDUM

TO: LAWRENCE DUCHETTE, TOWN MANAGER, TOWN OF PORTAGE
FROM: NICK ARCHER, REGIONAL DIRECTOR, MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION
SUBJECT: PROPOSED IMPROVEMENTS ON FISH RIVER ACCESS ROAD FROM TOWN OF PORTAGE
DATE: AUGUST 7, 2013
CC: ENVIRONMENTAL MANAGERS FOR IRVING WOODLAND INC., SEVEN ISLANDS, MAINE WOODS LLC., PRENTISS AND CARLISLE INC.

Multiple concerns have been raised dealing with the piece of road from the West Road in Portage Lake to the intersection of the Fish River Road with the Pinkham Mill Road. Because of the various interests and ownerships involved, the parties were asked to work together to find common ground to assure continued use while addressing environmental, maintenance, fire protection and future public access of this piece of road as an attraction for visitors to the Town of Portage to the North Maine Woods.

Past concerns with erosion and silt from this section of road caused environmental concerns for Portage Lake that led to an alternative truck access road being developed off Route 11 to service the various mills in the area. Once the new road was developed, maintenance and continued use of the section of road now in discussion was questioned, but the importance of continued access for the Town of Portage as well as for fire protection for the mills was emphasized.

Recently, the interested parties have been working together to formalized a plan which involves using existing material from the road base to create a narrower road with defined ditches while improving storm water flow, minimizing erosion and silt discharge, providing access for fire equipment from the Town of Portage and maintaining a travel path for visitors to the North Woods, all while keeping the costs of this work manageable.

All parties involved should be commended for coming together to work on a plan that will benefit everybody, and the Department strongly supports any plans that mitigate environmental issues while continuing public access and use. If it were not for the collaboration of all parties involved, this road would not be able to be maintained and would more than likely fall into disrepair thus leading to its ultimate closure. Again, thank you to all involved in providing a solution that will work for all into the foreseeable future.

AUGUSTA
17 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0017
(207) 287-7688 FAX: (207) 287-7826

BANGOR
106 HOGAN ROAD, SUITE 6
BANGOR, MAINE 04401
(207) 941-4570 FAX: (207) 941-4584

PORTLAND
312 CANCO ROAD
PORTLAND, MAINE 04103
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769
(207) 764-0477 FAX: (207) 760-3143

**PORTAGE LAKE BOARD OF SELECTPERSONS
EMERGENCY MEETING MINUTES
AUGUST 15, 2013/7:00 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce, Chairman; Barbara Pitcairn; Daniel Higgins

Others Present: Corrine Routhier; Judy Moreau; Clayton DeMerchant; Linda Caron; Roland Caron

Meeting called to order at 7:05 p.m. by David Pierce.

Special Town Meeting:

The Selectboard members convene tonight to sign the Warrant for the special town meeting to be held on Friday August 23, 2013 at 7:00 pm. The issues on the Warrant are to appropriate revenues to reduce 2013 taxes, and to approve spending money from the TIF to pay for our share of the repairs/reconstruction done to the Fish River Road. (Side: This warrant was originally signed at the Selectboard meeting held on August 7, but the Warrant sited an incorrect day of the special town meeting) Chairman David Pierce reads the Warrant for the Special Town Meeting. Motion made to approve signing of the Special Town Meeting Warrant, seconded. All in favor; motion carried. The Board members sign the Warrant.

Next Selectboard meeting is August 21, 2013 at 6:30 p.m.

Meeting adjourned at 7:07 p.m.

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

Approved: _____

Date

Signed: _____

David M. Pierce, Chairperson

Barbara Pitcairn

Barbara Pitcairn

Daniel C. Higgins

Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

August 21, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for Aug 7, 2013

New Business:

- 1. Lease with State of Maine for Land near RR**
2. Emergency Shelter / Red Cross
3. Warrants

Old Business:

1. Hollie Umphrey
Fish River
Irving Saw Mill
Mining

Town Managers Report

1. Roadside Mowing Done.
2. Fish River Rd. Waiting for Rd.
to settle before grading.
3. 3 loads of gravel From Dan spread on
Beach parking lot.
4. Cold Patch on W. Rd.

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Special Selectboard Meeting following Special Town meeting

Next Selectman meeting September 4, 2013

1. Executive Session – 1 M.R.S.A. § 405 (6) (A)

**PORTAGE LAKE BOARD OF SELECTPERSONS
REGULAR MEETING MINUTES
AUGUST 21, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce; Chairman; Barbara Pitcairn; Danny Higgins

Others Present: Larry Duchette, Town Manager; Judy Moreau; Corrine Routhier; Clayton DeMerchant; Rob Reece; Alyce Bryant-Reece; David Farnum; Carol McNaught; Brian Cote; Hollie Umphrey; Gary Hafford

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the August 7, 2013 regular meeting and the August 15, 2013 special Selectboard meeting. Barb would like the part about where she indicated that the road project wouldn't move forward until there were answers to

It was indicated that these were in the minutes

Motion made and seconded to approve the August 7, 2013 minutes as written. All in favor; motion carried. Motion made and seconded to approve the August 15, 2013 special meeting minutes as written. All in favor; motion carries.

NEW BUSINESS

Town Square Land Lease:

The Town received a letter from the State stating they purchased the railroad in 2011. There are two parcels of land that the State has asked the Town to lease from them along the current Station Road. In 2009, a letter was sent to MM&A Railroad to take the remainder of the Station Road by "prescription", so the road seems to be the Town's. But the land where the Veteran's Park is and the Portage Lake sign are not owned by the Town. The State has asked for us to sign a license to use the property with no charge. Barb would like to know what the Town's protection is to prevent the State coming to the Town and asking us to dismantle it. Larry says the State is aware of the improvements the Town has made to the area; he doesn't believe they will ask us to move anything that is currently there. The Board members agree to table this issue until the next meeting so they can get more information. Others present and Selectboard members discuss the Railroad's right of way and the ownership of the land.

Emergency Shelter:

The Red Cross has been working with the Town to see if the Town could establish the Municipal Building as an emergency shelter. We may be able to get a generator through this partnership for the Municipal Building. The Red Cross execs. in this area will be coming to check out the facilities soon. Others Present ask if anyone working for the Town has been training on the defibrillator in the hall way. Larry says he is working with Pines to get someone to come out here to have a training session for the employees and club members that use the facility.

Warrants:

There are no accounts payable warrants for the Selectboard to sign tonight.

OLD BUSINESS**Fish River Update:**

Hollie Umphrey gives an update about Fish River. She says DEP and LUPC are looking at a comprehensive plan to selling property along the lakes in the Fish River chain. This is the first time the camp owners will have the ability to also own their property, rather than lease.

Irving Mill Update:

Hollie Umphrey gives an update on the new sawmill coming into Nashville Plantation at the old site of Pinkham Lumber. Work has already started on cleaning up the mill site and making improvements. They will be hiring everyone from laborers to welders to plant managers, and the mill is tentatively going to open in June of 2014. The mill will be purchasing from all logging operations, and the wood is going to be sold to Home Depot. They will also have a biomass system on site, using some for their own operations and selling some.

Bald Mountain Mining Update:

The mining company has submitted a new set of draft rules, with more environmental issues addressed. Both sides of the issue are pleased so far with the progress.

TOWN MANAGER REPORT**Roadside Mowing:**

Roadside mowing is done.

Fish River Road:

Fish River Road reconstruction will settle for a few more days before it will be graded. The Town has seeded and hayed the ditch.

Public Beach:

Three loads of gravel have been spread along the beach parking lot. Larry suggests budgeting something for the beach parking lot upkeep. Danny would like to know why Portage pays Ashland for their Rec. department, but we don't get any money from Ashland for use of the beach. Barb suggests submitting a request to Ashland for a certain amount for them to pay Portage for the use of the facilities.

West Road:

The last culvert on the West Road that was put in the last few weeks will be hot topped soon. Some of the pot holes are being cold patched.

Sidewalks:

Barb thanks Larry and Vaughn Devoe for sealing the sidewalks. Larry suggests sealing them every few years to make the sidewalks last longer.

Ditching:

Danny asks Larry when Vaughn will be ditching again; he is concerned about some of the drainage ditches in Town, specifically in front of Darla Benson's on Cottage Road. Others Present say that the ditch was done last summer.

Public Comments:

>Hollie Umphrey says the Town did a great job helping with the end of the Fish River Road and changing its footprint.

>Brian Cote asks about the Scenic Byway sign, which was supposed to be put back in on Saturday August 17. Larry says the State suggested hiring someone to put it in, then bill the State directly. Larry called The Sign Shed; he can't get out here until October. Brian Cote suggests calling Condon Signs out of Presque Isle.

>Larry has also talked with the Sign Shed about getting new speed limit signs along the side roads in Town. Discussion turns to how to prevent the speeding in Town, suggestions of having a Trooper sit in town or put up speed bumps.

>Hollie Umphrey reports that the Portage Lake Association is not willing to move forward with taking over the Seaplane Base. Discussion turns to getting financial help for repairs to the Seaplane Base. Suggestion to call NMDC to see what they can do for the Town on this issue.

Special Selectboard Meeting on Friday August 23, 2013 after the Special Town Meeting.

Next Selectboard meeting is September 4, 2013 at 6:30 p.m.

Motion made and seconded to go into Executive Session per 1 M.R.S.A. § 405 (6) (A).

Meeting adjourned at 7:52 p.m.

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

Approved: 9/18/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Barbara A. Pitcairn
Barbara Pitcairn

Daniel C. Higgins
Daniel C. Higgins

PORTAGE LAKE BOARD OF SELECTPERSONS
SPECIAL MEETING MINUTES
AUGUST 23, 2013/6:15 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce, Chairman; Daniel Higgins

Others Present: Corrine Routhier; Larry Duchette; Judy Moreau; Clayton DeMerchant; David Farnum; Rob Reece; Carol McNaught; Don McNaught; Marcelle Gagnon; Connie Duchette; Lou Miller; Beverly Miller;

Meeting called to order at 6:20 p.m. by David Pierce.

Mil Rate:

The Selectboard review several mil rates to choose from for the purpose of committing 2013 taxes. **Motion made and seconded to accept the tax rate of 15.4 for the 2013 tax year. All in favor; motion carries.**

Meeting adjourned at 6:22 p.m.

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

Approved: 9/18/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Barbara Pitcairn

Daniel C. Higgins
Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

September 18, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for Aug 21, 2013

New Business

1. Bob Rayot Land Purchase Request
2. Auditors Bids
3. Rec Center, Dave Pierce
4. Review Abatement Request
5. Warrants

Old Business:

1. Sign license with MDOT for Land
2. Tracy Simpson abatement request

Town Managers Report

1. Salt Delivered
2. Cold Patch on Fox Hill
3. Cemetery cleaned and screen removed
4. Rebate from MMA \$1161.00

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting October 2, 2013

PORTAGE LAKE BOARD OF SELECTPERSONS
REGULAR MEETING MINUTES
SEPTEMBER 18, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce; Chairman; Barbara Pitcairn; Danny Higgins

Others Present: Larry Duchette, Town Manager; Judy Moreau; Corrine Routhier; Clayton DeMerchant; Rob Reece; Alyce Bryant-Reece; David Farnum; Anita Theriault; Ray Cyr; Lisa Simpson; Brian Cote

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the August 21, 2013 regular meeting. Barb asks where the minutes for the Special meeting held on August 23 to accept the tax commitment. Those minutes will be provided at the next Selectboard meeting for review. **Motion made and seconded to accept the minutes of August 21, 2013. All in favor; motion carries.**

NEW BUSINESS

Rayot Town Land Purchase Request:

Mr. Bob Rayot has asked to be removed from tonight's meeting; he no longer would like to purchase land from the Town on West Road at this time.

Auditors Bids:

There are 3 bid proposals for our Town auditor. The Selectboard will review the bids and make a decision by the next meeting. **Motion made and seconded to table the decision until the members have time to review. All in favor; motion carries.**

Ashland Rec Center Update

Dave Pierce updates those present about a \$300,000 grant that Ashland was awarded for a new Rec Center. Part of the old grade school will be kept; the oldest part will be torn down and there will be new construction for the Center. Discussion about asbestos in the building and how to safely handle removal of it.

Abatement Requests:

>There are numerous abatement requests the Selectboard needs to review. There was a glitch in the Tree Growth entered into the system and everyone who has Tree Growth was mistakenly

overtaxed on their land valuations. The Selectboard signs the abatement application for Aroostook Timberlands, who were overtaxed on their Tree Growth properties. Discussion about how much money will be refunded.

>The Selectboard members discuss the abatement request for the McNaught's, who asked for an abatement concerning the grade of the logs used in their house. They are claiming that inferior logs were used to build their home, and therefore their home valuation should be reduced. Barb says the McNaught's were comparing their home against other log homes in the area that were built in many years ago and had depreciation taken; the McNaught's home is newer and hasn't had any depreciation applied to it. Barb feels that the Selectboard shouldn't sign the McNaught abatement request. Danny also explains some differences in the structure of the McNaught's home compared to one log home on the list that Mrs. McNaught used to compare their log cabin against. Selectboard members discuss depreciation on buildings. The Selectboard agrees to table the McNaught abatement until they can do more research on the figures and comparisons provided.

>Hollie Umphrey has asked for an abatement for a missing homestead exemption; Selectboard signs her abatement application.

Warrants:

Selectboard will sign the Accounts Payable Warrants after tonight's meeting.

OLD BUSINESS

MDOT Railroad Land:

The Selectboard signs a lease for MDOT for the Town square land. Maine DOT amended a lease agreement for the Town that will include an automatic yearly lease renewal. The State has no intention of using the land, but because it is State land they would like a license to absolve them from liability.

Tracy Simpson Abatement Request:

Lisa Simpson and her husband Tracy previously had come to the Board of Selectmen in July 2013 and asked for an abatement on their property taxes for map 14, lot 15. Mrs. Simpson hands out paperwork she prepared to the Board members and Town Manager showing the increase of valuation on their property. She says in 2007 they completed a new building, which still stands today. She explains the valuation increases on their building; Selectboard explains the reasons for the building valuation increases. Mrs. Simpson feels she is being over taxed since in 2007 the valuation was 37,700, increased to 42,500 in 2008 and in 2012 the building value was 60,700. She says they had done nothing to the building since the first year it was completed. Danny asks if the Simpsons came before the Board in 2008, the first year they noticed a significant increase in their valuation; Mrs. Simpson says they did not but she called

the Town about it. Barb says in 2008 the entire town valuation went up by 1.5%. Larry Duchette says in 2009, the Simpsons received an abatement from the Town. Since 2009, there were no changes made to their property other than overall valuations. Mrs. Simpson says in 2013 the town assessing agent decreased the valuation on their building.

(Sidebar: Lisa Simpson and Larry Duchette review the Simpson's old tax cards and discuss the changes in the building valuation. While Mrs. Simpson and Larry hold their discussion, the Selectboard members discuss building a new base for the Town flag pole at the Veteran's Memorial Park; All Selectboard members agree to have a new base built with rebar and new concrete and to have Danny head up this project.)

The Selectboard members feel that the increases in the Simpson's valuations were due to town-wide valuation increases. The Selectboard denies Mrs. Simpson's abatement request at this time. She will have her lawyer contact the Town lawyer.

Recall Ordinance:

Judy says after many hours of research, if the Town would like to have a recall ordinance the Board needs to have it in a Town Meeting warrant article to have the Town voters vote to enact it. A recall ordinance is an ordinance to remove an elected Town official. The Town can do just the ordinance without creating a whole charter for the Town. The Town should have an ordinance like this just in case.

Fish Lake Road:

The total cost for the Town for the Fish Lake Road Project was \$2,391.50. This money will come out of TIF.

Computer Breech:

A few weeks ago, Larry's computer and Corrine's computers were accessed after hours. After analysis, it only showed the weather being looked at on both computers. The computers have since been password protected, and the wireless router will be better protected.

Forest Cmte Meeting:

There is a Forest Committee Meeting next Wednesday September 25 at 6:30 pm. Judy says she found pictures of the cut on the Seminary plot past Oak Point, 2900 acres that were almost clear cut.

Right of Way for Parking Lot:

Barb has asked if the Town has yet received a right of way deed for the parking lot concerning the elderly housing property. The right of way should be on the Town's deed. Larry will look into this matter again.

Seaplane Base Repair:

Larry has called a few people, but they are all busy right now and haven't had a chance to get him estimates on fixing the Seaplane Base. Question brought up about whether the Historical Society will look into purchasing the Seaplane Base; Larry says the Society isn't interested in that right now.

Scenic Byway Sign:

Larry had two contractors who were going to put the sign up, but they both backed out. The State will likely hire someone from Augusta to come up and put the sign up. There is no timeframe as to when the Scenic Byway sign will be put up again. Danny asks if the Public Works employees, Larry, himself and Dave Pierce could put the sign up. The Selectboard would like Larry to put the sign up with Town resources.

Acadian Sign:

The Selectboard would like the new vinyl Acadian signs up; Barb will donate a sheet of plywood to anchor the sign onto. The signs will be put up on the Town's welcome signs.

TOWN MANAGER REPORT

Salt Delivered:

Salt for the winter has been delivered; it will be processed with the sand (mixed together) and will be delivered to the Town by this Friday. Questions about the quality of the sand the Town will get this winter.

Fox Hill Rd Patching:

A couple ton of cold patch was placed on Fox Hill Rd.

Cemetery Clean-Up:

The dirt piles at the cemetery have been cleaned up and a lot of material was reclaimed with the screen.

MMA Rebate:

The Town received a rebate on our liability insurance from MMA in the amount of \$1,161. Also the Town submitted for a grant to receive money from MMA for OSHA safety supplies. There is a grant that the Fire Dept. can apply for to get a fire box, also through MMA.

Public Comments:

>Question about whether the Town has heard anything on the generator grant. Larry hasn't

heard. The Red Cross will do an assessment on the Town Hall as far as setting it up for a shelter; it is a possibility to receive the generator from them.

>Brian Cote asks to put in next year's budget money for getting School Street repaved and all of the lines for parking and the crosswalk repainted. Dave says they are looking into doing the entire town in a three part series; School Street will be part of that.

Next Selectboard meeting is October 2, 2013 at 6:30 p.m.

Meeting adjourned at 7:49 p.m.

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

Approved: 10/2/2013
Date

Signed: David M. Pierce
David M. Pierce, Chairperson

Barbara Pitcairn
Barbara Pitcairn

Daniel C. Higgins

Tracy Simpson

294 West Road

Map 14: Lot 15

2004 When there were two camps there (building values \$9,500.00)

2007 Building value: \$37,700.00 (The building was completed; as it stands today).

2008 Building value: (Adjusted because they inspected through the window). \$42,500.00 evaluated. (Adjusted again in 2008 and came up with a land value of \$60,700.00. This was the year that Portage started taxing us for well and sewer.

2009 was a messed up tax year ??????

2010 Building value: \$60,700.00

2011 Building value: \$60,700.00

2012 Building value: \$60, 700.00

Received our estimated tax bill for 2013 and the building value was going to be \$76,500.00. We had Mr. Tarr come back while Tracy was there so they could go over everything together.

Findings:

Building value is now \$42,200.00 (Mr. Tarr also fixed the water and sewer; to not having one).

How we came up with the figured owed to us:

<u>Year</u>	<u>Building Value</u>	<u>Should have been</u>	<u>Mill Rate for Year</u>	<u>Difference in Value</u>
2010	\$60,700.00	\$42,200.00	\$9.50 per th.	\$18,500.00
2011	\$60,700.00	\$42,200.00	\$17.10 per th.	\$18,500.00
2012	\$60,700.00	\$42,200.00	\$17.75 per th.	\$18,500.00

2010 = \$5,000 (w+s) + \$18,500 = \$23,500.00 difference in value = \$23,500.00 x \$9.50 = \$223.25

2011 = \$5,000 (w+s) + 18,500 = \$23,500.00 difference in value = \$23,500.00 x \$17.10 = \$401.85

2012 = \$5,000 (w+s) + 18,500 = \$23,500.00 difference in value = \$23,500.00 x \$17.75 = \$417.13

Property Assessment Record (Card from Portage)												
Year	2000	2004	2006	2007	2008	2008 (again)	2013 (estimated)	2013 (after revision)				
Land	20,700	31,100	31,100	31,100	31,100	40,400	78,200	73,200				
Building	9,500	9,500	6,300	37,700	42,500	60,700	76,500	42,200				
Total Value	30,200	40,600	37,400	68,800	73,600	101,100	154,700	115,400				

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

October 2, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for Sept 18, 2013

New Business

1. Maggie Pierce Code Enforcement Update
2. Jen Curran, Snowmobile Trail
3. Review Pavilion rental agreement.
4. Abatement request

Old Business:

1. Rec Center update. Dave P.
2. Auditor decision?
3. Paper work found and sent to Lawyer for right of way.

Town Managers Report

1. Town dock is out.
2. Fish River Sign is up.
3. Sand is in shed.
4. Beach Buoys are out.

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting October 16, 2013

PORTAGE LAKE BOARD OF SELECTPERSONS
REGULAR MEETING MINUTES
WEDNESDAY OCTOBER 2, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce; Chairman; Barbara Pitcairn; Danny Higgins

Others Present: Judy Moreau; Dave Farnum; Terry DeMerchant; Clayton DeMerchant; Gary Hafford; Jeanne Jones; Jen Curran; Jim Dumond; Barry Kenney; Rob Reece; Anita Theriault; Ken Fones, Ken Fones Jr., Kathy Gagnon

Meeting called to order at 6:31 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the September 18, 2013 regular meeting. **Motion made and seconded to accept the minutes of September 18, 2013. All in favor; motion carries.**

NEW BUSINESS

Maggie Pierce, Code Enforcement Update

Maggie has asked to be taken off the agenda for tonight due to continuing fact finding for her presentation to the Board.

Snowmobile Club Update:

Jen Curran, Pres. of the Portage Lakers Snowmobile Club, to give an update and the re-route of the 85 North trail. Jim Dumond talks about the plan for the new trail; they have permission from all land owners to be able to build the trail. Jim says they would like another new trail next to the old trail in Town because it is built on the Town's boundary lines and they can't expand the width of that trail because they can't cut any trees around it. He says that trail is unsafe the way that it is. The Snowmobile Club would like to work with the ATV Club to create a good trail system through Town. The Snowmobile Club would like the Selectboard to approve and OK this project so they can complete it. There is a discussion about the Snowmobile Club working with Laura Audibert and the Portage Forest Committee to map out where the new trails will be; Barb is concerned that the Selectboard has not been updated regularly on the entire project. The Club is no longer able to cross the lake; their insurance company dropped them because of that. The new trail will be carrying more traffic, and the trail will be a multi-use trail. **Motion made and seconded to accept the new trail as presented.** Discussion: Barb would like to know if there is an agreement with the other land owners. Jim Dumond says the others are all on board, but they can double check with them. The Club has written permission from P&C and

Irving. All environmental issues have been addressed and dealt with. Dave Farnum suggests that the agreement should include a reclaim of the old trail that is going to be discontinued; the Forestry Committee doesn't want both trails to be used once the other new one is completed. **All in favor; motion carried.**

Pavilion Rental Agreement:

Selectboard reviews the rental prices of the Pavilion. Corrine explains that the Pavilion is losing money; the purpose of the rental fee was to help with expenses at the Pavilion, which is mainly the toilet rental and electricity. Rental fees are for bigger functions like receptions or reunions; Town clubs don't pay a rental if they use the Pavilion for a fund raiser. Discussion about what the Town pays for the toilet rental and about building an outhouse at the Pavilion. Rob Reece suggests having a fee based on how many people will be at the event. Dave Pierce suggests tabling this issue to look into the cost and permitting of getting a vault outhouse.

Abatement Requests:

Selectboard review applications for abatement due to a mistake with the Tree Growth tax billing. Dave explains Tree Growth is a way to ensure that the land will be used for a renewable resource, regardless of where they live. Selectboard will sign the Tree Growth abatement applications following tonight's meeting.

Warrants:

Selectboard will sign the Accounts Payable Warrants after tonight's meeting.

OLD BUSINESS

Ashland Rec. Center Update:

Ashland received a grant for \$300,000, with donations they are up to \$400,000, and they have released a sketch of the proposed new Community Center that will take the place of the current Rec Center (the old grade school). Demolition and reconstruction will likely begin in the spring. Discussion turns to what Portage pays for the Rec. Center and the Ambulance Service; Dave Pierce says Portage doesn't pay hardly anything compared with what Ashland pays.

Auditor Decision:

Selectboard has read through all of the proposals from auditors to be the independent auditor for the Town for 2013. Selectboard members discuss the auditor decision with Corrine Routhier, Town Treasurer, who gives her opinion on which company she would like to handle the Town's yearly audit. Bids came in from HR Smith Company from Buxton for \$6,000; Chester M. Kearney from Presque Isle for \$5,000 (moves to \$5100 then \$5200 for a three year contract); Felch & Company from Caribou for \$6,200 per year. **Motion made and seconded to**

accept Felch & Company LLC for the year 2013 to be our auditor, and to revisit the issue in a year. All in favor, motion approved.

Housing Right-of-Way:

The paperwork has been found and sent to the lawyer for the right of way for the Housing Company.

Public Works:

Danny is concerned that Vaughn isn't doing the work that he should be (mentioned patching, etc). He would like to see Vaughn's payroll sheets describing everything that he does before the Selectboard at every meeting. Dave thinks that idea is excessive; Kathy brings up the fact that it is a personnel issue and can't be brought up at a regular Selectboard meeting. Danny is advised that he can view Vaughn's payroll information in the main office during business hours.

Selectboard Meeting Change:

Dave is suggesting having only 1 meeting per month for the Selectboard during November and December. Judy says if there is a need to have another meeting they only have to post it three days before the meeting, if it is an emergency meeting. The Selectboard agree to have meetings on November 6 and December 4, unless there needs to be an emergency meeting.

Forest Committee Update:

There is a proposal to cut 16,000 cords in a five year period, then it goes down from there. Dave Pierce says Irving is holding the cutting up. The Town was promised to have a management plan in November or December; Dave says cutting will begin in January and if things don't change the Town may go elsewhere for harvesting. Discussion about the Town's land manager and whether the Town should look into hiring a new forester. Judy thinks Laura Audibert, the land manager, was hired by a vote of the Town, but she doesn't remember when. If something isn't done by the first of next year, the Board will look into finding another forester. Board says the plan is 4,000 cord a year for the next four years; discussion continues about the projected cutting plan.

TOWN MANAGER REPORT

- >Town dock is out.
- >Fish River sign is up.
- >Sand is in the shed.
- >Beach buoys are out.

Public Comments:

>Dave Farnum says there had been discussion that the Town might be hired by Maine Woods/Seven Islands to plow the Fish River Road this winter. He says Vaughn feels that plowing that road would cause more damage to the plow. Dave would like to know who grants the authority to sign a contract with Maine Woods/Seven Islands if such a contract were proposed. Dave also feels that it is a liability to the Town to do this. Discussion about the truck traffic on West Road and how the new access road was supposed to decrease that traffic. Dave Farnum comments that Maine Woods should have the paperwork about why that new road was built and the truck traffic coming onto West Road.

>The Portage Lake School Board meeting will be held at 5:30 pm. The next meeting is tomorrow night. The main reason for the meeting is for making the first quarterly payment to MSAD 32.

Next Selectboard meeting is October 16, 2013 at 6:30 p.m.

Meeting adjourned at 7:49 p.m.

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

Approved: 10/16/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson
Barbara Pitcairn
Barbara Pitcairn
Daniel C. Higgins
Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

October 16, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for Oct 2, 2013

New Business

1. Treasurers Report
2. Proposal to move Key Reserves
3. Deans Motor Lodge Entertainment Permit.
4. Warrants

Old Business:

1. Pavilion Rental Fee.
2. ROW Deed not finished.
3. Seaplane Base work.
4. MacNaught will be available 19 or 20th
5. Forestry cutting recommendations.
6. Station Rd encroachment.
7. Nov. - Dec. Meeting dates.

Town Managers Report

1. Beach Trash barrels picked up.
2. Plow Truck Fuel tank refinished.
3. Mowing done for season.
4. Culvert installed on Station Rd.
5. Auditor.

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting Nov. 6, 2013 6:30pm

PORTAGE LAKE BOARD OF SELECTPERSONS
REGULAR MEETING MINUTES
OCTOBER 16, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce; Chairman; Barbara Pitcairn; Danny Higgins

Others Present: Judy Moreau; Clayton DeMerchant; Larry Duchette; Corrine Routhier; Dave Farnum; Hollie Umphrey; Alyce Bryant-Reece; Rob Reece; Marcel Theriault; Bev Clark; Brian Cote

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the October 2, 2013 regular meeting. The only thing that needs to be changed is Portage Lake Housing Corporation was misstated as company; the corrections will be made. **Motion made and seconded to accept the minutes of October 2, 2013, with the correction stated. All in favor; motion carries.**

NEW BUSINESS

Treasurer Report:

The Board reviews the quarterly report prepared for them by Corrine Routhier, town Treasurer. (copy of report is provided at the end of these minutes) The Board members have a few questions, mainly about the wheelchair lift cost and when it will be installed. **Motion made to accept the quarterly financial update as presented, seconded. All in favor. Motion carried.**

Key Reserves:

Town Treasurer, Corrine Routhier, has done some research into the return on the investments at Key Bank (Ministerial School Lot fund and the Fire Department Equipment Reserve Fund). The best return on investment appears to be through a CD at NorState. Motion made to move both Key reserves to NorState Federal Credit Union CD, seconded; all in favor. Motion carried.

Dean's Entertainment Permit:

The Board reviews and signs the special entertainment permit requested by Dean's Motor Lodge for the coming year.

Accounts Payable Warrant:

Board members will sign the Warrants after tonight's meeting.

OLD BUSINESS

Pavilion Rental Fee:

The Selectboard continues to discuss the rental fee for the Pavilion. Barb suggests advertising the Pavilion more, have a write up in the Town book, and promote it on Facebook. She says the Town would like to cover the cost of maintaining the Pavilion. Dave Pierce looked into getting a holding tank/out house for the Pavilion; the Town needs to follow State regulations and all we need is a permit from the Town. Dave feels it would be cheaper to put in a holding tank that would be permanent down there rather than rent toilets. Dave says the holding tank would be about \$500, and the outhouse building itself could be built for under \$1000. The Board will get some solid quotes and hopefully work can be done in the spring. The Board discusses building a structure over the vault at the beach also. Selectboard discuss the rental fee; they will table changing the fee for now. **Motion made to keep the rental fees on the Pavilion as originally presented, seconded; all in favor. Motion carried.**

Acadian Sign:

The World Acadian Congress has donated a sign to the Town of Portage Lake in honor of the logging tradition with horses. It will be a 3-D carved sign and it will be in the Town Square. The WAC and the carver are handling the installation of the sign.

ROW Deed:

The Selectboard will have to sign the right-of-way deed for the Portage Lake Housing Corp.; that is the final thing to be done for this. The Housing Corp. will be covering all legal expenses.

Seaplane Base:

Larry has written down a scope of work to be done on the Seaplane Base: replace the roof with "Portage" visible, repair and paint the exterior of the building, finish the deck and install railings, and trim the building with lattice work. The Selectboard feels that the building needs to be made so that it is usable. The work done on the Seaplane Base will go before the voters at the next Town Meeting. Other things that need to be fixed are the windows, the floor, and the ceiling. Discussion turns to what things should be done on the building while still keeping its historical integrity. Barb feels that the building needs to be fixed up despite the fact that the Town doesn't have a plan of operation for it when it is completed. Judy Moreau explains that the Town, along with the State, County and Federal Government all helped to build the Seaplane Base originally. Dave says those avenues are still open; the Town needs to specify what they will do with the Base after the repairs. Larry says at this point we are just getting estimates, not making a decision on whether or not to do repairs. This issue will be tabled until a future date.

McNaught Property:

Don and Carol McNaught are available to discuss their property valuation with the Selectboard this coming weekend. They have prepared a packet of information for the Board to review, and they would like the Board members to visit their house so they can show them their concerns. Larry will copy the packet for all the members.

Forestry Cutting:

Laura Audibert met with the Town's Forestry Cmte. There is a cutting schedule for the joint owned land by Laura. Dave says Laura has been told that she and Irving are being given until the end of the year to prepare a solid cutting plan so that they can start cutting this winter. Dave told her that if nothing is done, the Town will be looking for a new forester. He says Irving hasn't been giving Laura all the details about everything, so she hasn't been entirely left in the loop. He says Irving is behind a year on their first 5 year frame of cutting schedule. Dave says the roads that are built for cutting are paid for out of stumpage; the road cost per cord is factored in to what the Town will get for stumpage. The Board members discuss the price of the wood to be cut and current stumpage rates. The cutting plan will be for both the 100% town owned land and for the joint owned land.

Station Road Encroachment:

Barb has a concern about the encroachment of the wood piles on the Station Road. She feels they are a hazard; they are not far enough away from the center of the road. She brings this to Danny Higgins attention; he is the owner of the wood piles. She would like to see them removed. Danny says he has had woodpiles on that road for many years, and he has an easement from the railroad to use that property. He says he maintains the section of the road that the woodpiles are on. Barb says the wood is too close; this winter the plow may hit them. Dave says he feels there isn't an issue as long as there are two ample travel lanes in the road. Barb and Danny discuss liability; Barb says the Town has adopted the road and is liable for anything. Danny shows Barb a map of the property and the area of concern. Barb says she is just concerned that the piles are too close to the road; Danny says in the future he will try to make sure the wood piles don't get so close to the road. Discussion turns to the history of the road and who owns it.

Selectboard Meeting Dates:

The Board will be holding meetings in November and December the first Wednesday of those months; only one meeting per month until January 2014. If there is something pressing that needs to be attended to, they will hold a special meeting.

Flammable Safety Cabinet:

Dave Pierce put in for an MMA grant for a flammable safety cabinet for the Fire Department. MMA has received the grant application and they will be getting back to him soon on whether the grant was approved. Judy asks if the Fire Dept. has a way to test carbon monoxide detectors; Dave indicates that the Fire Dept. does not.

TOWN MANAGER REPORT

- >Beach trash barrels have been picked up. The docks at the Seaplane Base has been put in, the dock at the Boat Landing will be brought in soon.
- >Plow truck fuel tank has been refinished.
- >General town mowing is done for the year.
- >A new bigger culvert was installed on Station Road because the old one wasn't flowing well. Danny Higgins donated the fill.
- >Felch & Co. has been notified that they are the Town's new auditor.

Public Comments:

- >Brian Cote says the street light next to Patty Robichaud's house on Main Street stays on during the day; Larry will contact Maine Public about it. Larry says there will be a new program to replace some street lights for brighter lights that use less energy.

Next Selectboard meeting is November 6, 2013 at 6:30 p.m.

Meeting adjourned at 7:27 p.m.

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

Approved: 11/6/13
Date

Signed: David M. Pierce
David M. Pierce, Chairperson
Barbara J. Pitcairn
Barbara Pitcairn

Daniel C. Higgins

Quarterly Selectboard Financial Update

YEAR TO DATE as of 10/16/2013

Expense Budgets:

as of 10/16/13

	Budget Amt.		Expended YTD		Remainder
CEO	\$13,000.00	-	\$7,849.82	=	\$5,150.18
Genl Admin	\$35,000.00	-	\$20,200.33	=	\$14,799.67
Town Officers	\$76,000.00	-	\$56,593.36	=	\$19,406.64
Assessing	\$6,400.00	-	\$4,592.95	=	\$1,807.05
Assessing-Reval.	\$38,500.00	-	\$37,000.00	=	\$1,500.00
Town Hall	\$26,000.00	-	\$16,339.64	=	\$9,660.36
Plan & Appeals Bd.	\$1,000.00	-	\$405.00	=	\$595.00
Discounts	\$15,000.00	-	\$15,012.40	=	-\$12.40
Abatements	\$4,500.00	-	\$7,323.04	=	-\$2,823.04
Annual Dues	\$3,386.00	-	\$3,357.82	=	\$28.18
Genl. Assistance	\$3,960.00	-	\$256.68	=	\$3,703.32
Insurance	\$63,931.00	-	\$52,470.44	=	\$11,460.56
County Tax	\$74,842.00	-	\$74,841.75	=	\$0.25
Town Hall Improve	\$8,500.00	-		=	\$8,500.00
TIF Reimbursement	\$49,554.91	-	\$49,554.91	=	\$0.00
Fire Dept.	\$28,500.00	-	\$7,597.32	=	\$20,902.68
Animal Control	\$755.00	-	\$337.64	=	\$417.36
Public Works	\$78,000.00	-	\$55,618.27	=	\$22,381.73
Road Improvement	\$2,192.80	-	\$2,192.80	=	\$0.00
Fish Lake Rd. Imp.	\$2,391.50		\$2,391.50		\$0.00
Contracted Svcs.	\$13,500.00	-	\$5,141.93	=	\$8,358.07
NASWA	\$31,608.00	-	\$26,340.00	=	\$5,268.00
Transfer Station	\$4,250.00	-	\$3,415.34	=	\$834.66
Cemetery	\$2,126.00	-	\$2,283.02	=	-\$157.02
Beautification	\$2,583.00	-	\$320.00	=	\$2,263.00
Parks/Beach/Camp	\$11,000.00	-	\$7,758.56	=	\$3,241.44
Portage Lake Assn.	\$500.00	-	\$500.00	=	\$0.00
Snomobile Club	\$2,500.00	-	\$2,500.00	=	\$0.00
Social Services	\$6,898.00	-	\$6,853.20	=	\$44.80
Education Commit	\$489,524.82	-	\$407,937.42	=	\$81,587.40
Education-Subsidy	\$177,855.06	-	\$150,002.46	=	\$27,852.60
Scholarships	\$1,500.00	-		=	\$1,500.00
Street Lights	\$9,000.00	-	\$5,627.64	=	\$3,372.36
Ashland User Fees	\$15,772.00	-	\$15,771.33	=	\$0.67
	\$1,300,030.09				\$251,643.52

Portage Lake Investment Proposals-NorState

10/4/2013

Current amounts and Interest Rates:**Ministerial School Lot account at Key Bank:**

Current value	\$25,510.45	Current Interest Rate	0.10%
Interest to date:	\$22.60		

Fire Truck Reserve account at Key Bank:

Current Value	\$55,605.42	Current Interest Rate	0.11%
Interest to date:	\$40.98		

Proposal:

Either move one or both of these accounts from Key to a NorState CD.

At NorState:

Ministerial School Lot:

Balance transferred	\$25,510.45
1 year CD rate	0.69%
	\$176.02 Interest for 1 year

New Balance	\$25,686.47
6 mo. CD rate	0.44%
	\$113.02 Interest for 6 mos.

Total interest for 18 months:	\$289.04
-------------------------------	----------

The overall interest is better by splitting it up between a 1 year cd and 6 month cd, rather than putting it all into an 18 month CD (which only gets .74% compared with a combined percentage of 1.13% with the 1 year and 6 month CDs)

We propose putting Ministerial School Lot into CDs for 18 months because we can use a percentage of the reserve money for 2014-2015 school year.

Fire Truck Reserve:

Opt. 1	Balance transferred	\$55,605.42
	24 month CD rate	1.04%
		\$578.30 Interest for 2 years

OR

Opt. 2	Balance transferred	\$55,605.42
	1 year CD rate	0.69%
		\$383.68 Interest for 1 year CD

New Balance	\$55,989.10 (original balance plus 1 year interest)
1 year CD rate	0.69%
	\$386.32 Interest for 1 year CD

Total interest using two 1-year CDs:	\$770.00
--------------------------------------	----------

Portage Lake Investment Proposals-Kathadin

10/4/2013

Current amounts and Interest Rates:**Ministerial School Lot account at Key Bank:**

Current value	\$25,510.45	Current Interest Rate	0.10%
Interest to date:	\$22.60		

Fire Truck Reserve account at Key Bank:

Current Value	\$55,605.42	Current Interest Rate	0.11%
Interest to date:	\$40.98		

Proposal:

Either move one or both of these accounts from Key to a Katahdin Trust CD.

At Katahdin Trust:

Ministerial School Lot:

Balance transferred	\$25,510.45	
1 year CD rate	0.45%	
	<hr/>	
	\$114.80	Interest for 1 year

New Balance	\$25,625.25	
6 mo. CD rate	0.25%	
	<hr/>	
	\$64.06	Interest for 6 mos.

Total interest for 18 months:	\$178.86
-------------------------------	----------

18 month CD rates were unavailable for comparison.

Fire Truck Reserve:

Opt. 1

Balance transferred	\$55,605.42	
24 month CD rate	0.75%	
	<hr/>	
	\$417.04	Interest for 2 years

OR

Opt. 2

Balance transferred	\$55,605.42	
1 year CD rate	0.45%	
	<hr/>	
	\$250.22	Interest for 1 year CD

New Balance	\$55,855.64 (original balance plus 1 year interest)	
1 year CD rate	0.45%	
	<hr/>	
	\$251.35	Interest for 1 year CD

Total interest using two 1-year CDs:	\$501.57
--------------------------------------	----------

3 yr CD rates at Kathadin are .90%

Portage Lake Investment Proposals-TD Bank

10/4/2013

Current amounts and Interest Rates:**Ministerial School Lot account at Key Bank:**

Current value	\$25,510.45	Current Interest Rate	0.10%
Interest to date:	\$22.60		

Fire Truck Reserve account at Key Bank:

Current Value	\$55,605.42	Current Interest Rate	0.11%
Interest to date:	\$40.98		

Proposal:

Either move one or both of these accounts from Key to a Katahdin Trust CD.

At Katahdin Trust:

Ministerial School Lot:

Balance transferred	\$25,510.45
1 year CD rate	0.26%
	<u>\$66.33</u> Interest for 1 year

New Balance	\$25,576.78
6 mo. CD rate	0.18%
	<u>\$46.04</u> Interest for 6 mos.

Total Interest for 18 months:	\$112.37 (using 1 yr and 6 mo CD)
-------------------------------	-----------------------------------

OR

Balance transferred	\$25,510.45
18 mo. CD rate	0.32%
	<u>\$81.63</u>

Fire Truck Reserve:

Opt. 1	Balance transferred	\$55,605.42
	24 month CD rate	0.30%
		<u>\$166.82</u> Interest for 2 years

OR

Opt. 2	Balance transferred	\$55,605.42
	1 year CD rate	0.26%
		<u>\$144.57</u> Interest for 1 year CD

New Balance	\$55,749.99 (original balance plus 1 year interest)
1 year CD rate	0.26%
	<u>\$144.95</u> Interest for 1 year CD

Total interest using two 1-year CDs:	\$289.52
--------------------------------------	----------

Period	Prescrip BlockID 1	Port Own %	Acres	Total SF Cords	Cedar Total Cds 1.70	Cds TL Sh Fe 50%	WP TA HE Pulp only Cords	Poplar Cords 2.15	Total All Hardwoods Cords	Total Cords
1 2013 - 2017	8 MH06670F	50	44	139	74	37	2	45	87	310
	8 MH06679B	50	728	3101	1676	838	92	340	848	5219
	8 MH03906B	100	1684	4439	2948	1474	205	645	3951	10713
	Total	0.0	2456	7679	4698	2349	299	1030	4886	16242
2 2018 - 2022	2 MH06670A	50	26	284	105	53	2	32	159	529
	3 MH06670B	50	59	661	302	151	14	77	290	1193
	7 MH06670E	50	38	107	53	26	10	10	78	232
	8 MH09906A	100	140	296	44	22	33	105	508	964
3 2023 - 2027	8 MH03906E	100	506	1395	1260	630	55	146	894	3119
	11 MH03906E	100	70	282	67	34	3	4	168	492
	Total	0.0	840	3025	1833	916	117	373	2097	6529
	7 MH02906A	100	105	335	484	242	6	16	44	643
4 2028 - 2032	8 MH06676A	50	23	71	66	33	1	10	19	134
	8 MH02906B	100	15	31	10	5	0	8	8	52
	8 MH06679C	50	298	848	356	178	25	133	300	1484
	11 MH06679D	50	32	125	24	12	0	2	81	221
5 2033 - 2037	Total	0.0	474	1409	941	470	31	170	453	2533
	7 MH03906A	100	82	315	116	58	5	50	130	557
	8 MH03906B	100	502	1717	1282	641	65	177	788	3389
	8 MH06679A	50	149	99	19	9	24	45	660	837
6 2038 - 2042	Total	0.0	733	2130	1417	708	94	272	1579	4783
	2 MH06670C	50	22	254	80	40	8	33	92	428
	8 MH06670D	50	182	638	147	73	28	58	396	1193
	11		21	0	0	0	0	0	0	0
7 2043 - 2047	Total	0.0	225	892	227	113	36	90	489	1620
	8 MH06679F	50	96	135	2	1	0	10	382	528
	11 MH06679E	50	122	512	9	5	4	2	2	525
	11 MH02906C	100	6	7	11	6	0	0	1	13
8 2048 - 2052	Total	0.0	224	2595	22	11	4	12	384	1066

**Town of Portage Estimated Planned Harvest Volumes for Periods 1(2013 - 2017), 2 (2018 - 2022), 3 (2023 - 2027)
And Associated Stumpage Revenues**

Per	Presqr	BlockID	Own %	Acres	SF Log \$			53.75 SF Stud \$			SF Pulp \$			Total SF			Cedar		
					Cords	13 Stump \$	Cords	13 Stump \$	Cords	13 Stump \$	Cords	13 Stump \$	Cords	13 Stump \$	Cords	13 Stump \$	Total Cds	15% Cds TL	13 Stump \$
1		8 3906B	100	811	474	\$ 25,500.00	1340	\$ 72,045.45	548	\$ 29,454.55	2363	\$ 127,000.00	1634	\$ 8,542.91	170	\$ 34.85	1634	245	\$ 8,542.91
		8 6672A	50	473	105	\$ 5,659.09	415	\$ 22,295.45	158	\$ 8,477.27	678	\$ 36,431.82	74	\$ 385.77	74	\$ 385.77	74	11	\$ 385.77
		8 6673A	50	217	151	\$ 8,090.91	580	\$ 31,181.82	272	\$ 14,613.64	1003	\$ 53,886.36	293	\$ 1,529.11	293	\$ 1,529.11	293	44	\$ 1,529.11
		8 6675A	50	44	29	\$ 1,545.45	80	\$ 4,295.45	30	\$ 1,636.36	139	\$ 7,477.27	74	\$ 385.77	74	\$ 385.77	74	11	\$ 385.77
		8 6678A	50	161	85	\$ 4,590.91	391	\$ 21,000.00	169	\$ 9,068.18	645	\$ 34,659.09	109	\$ 570.27	109	\$ 570.27	109	16	\$ 570.27
		8 6679B	50	728	185	\$ 9,931.82	902	\$ 48,500.00	365	\$ 19,613.64	1452	\$ 78,045.45	1274	\$ 6,661.57	1274	\$ 6,661.57	1274	191	\$ 6,661.57
		8 6679F	50	0	233	\$ 12,522.73	850	\$ 45,681.82	319	\$ 17,159.09	1402	\$ 75,363.64	1240	\$ 6,482.66	1240	\$ 6,482.66	1240	186	\$ 6,482.66
		Total		2434	1262	\$ 67,840.91	4558	\$ 245,000.00	1861	\$ 100,022.73	7681	\$ 412,863.64	4698	\$ 24,558.07	4698	\$ 24,558.07	4698	705	\$ 24,558.07
		2 6670A	50	26	52	\$ 2,772.73	172	\$ 9,250.00	60	\$ 3,250.00	284	\$ 15,272.73	105	\$ 550.70	105	\$ 550.70	105	16	\$ 550.70
		3 6670B	50	59	145	\$ 7,795.45	359	\$ 19,318.18	155	\$ 8,340.91	660	\$ 35,454.55	302	\$ 1,576.64	302	\$ 1,576.64	302	45	\$ 1,576.64
2		7 6670E	50	37	18	\$ 977.27	65	\$ 3,500.00	24	\$ 1,295.45	107	\$ 5,772.73	53	\$ 276.75	53	\$ 276.75	53	8	\$ 276.75
		8 6672E	50	97	36	\$ 1,954.55	168	\$ 9,022.73	85	\$ 4,568.18	289	\$ 15,545.45	195	\$ 1,017.55	195	\$ 1,017.55	195	29	\$ 1,017.55
		8 6673B	50	208	91	\$ 4,886.36	263	\$ 14,136.36	123	\$ 6,636.36	477	\$ 25,659.09	298	\$ 1,559.86	298	\$ 1,559.86	298	45	\$ 1,559.86
		8 6677A	50	241	134	\$ 7,227.27	403	\$ 21,681.82	139	\$ 7,477.27	677	\$ 36,386.36	307	\$ 1,607.39	307	\$ 1,607.39	307	46	\$ 1,607.39
		8 6678A	50	168	47	\$ 2,522.73	232	\$ 12,477.27	148	\$ 7,931.82	427	\$ 22,931.82	757	\$ 3,958.36	757	\$ 3,958.36	757	114	\$ 3,958.36
		8 6679C	50	298	195	\$ 10,477.27	444	\$ 23,863.64	209	\$ 11,227.27	848	\$ 45,568.18	356	\$ 1,861.77	356	\$ 1,861.77	356	53	\$ 1,861.77
		11 6679D	50	32	5	\$ 250.00	51	\$ 2,750.00	69	\$ 3,727.27	125	\$ 6,727.27	24	\$ 125.80	24	\$ 125.80	24	4	\$ 125.80
		11 6679G	50	0	11	\$ 568.18	11	\$ 568.18	125	\$ 6,727.27	146	\$ 7,863.64	67	\$ 352.23	67	\$ 352.23	67	10	\$ 352.23
		8 9906A	100	140	40	\$ 2,159.09	187	\$ 10,068.18	68	\$ 3,659.09	296	\$ 15,886.36	44	\$ 232.02	44	\$ 232.02	44	7	\$ 232.02
		Total		1306	774	\$ 41,590.91	2356	\$ 126,636.36	1206	\$ 64,840.91	4336	\$ 233,068.18	2510	\$ 13,119.07	2510	\$ 13,119.07	2510	376	\$ 13,119.07
3		7 2906A	100	105	82	\$ 4,409.09	196	\$ 10,545.45	57	\$ 3,045.45	335	\$ 18,000.00	484	\$ 2,532.68	484	\$ 2,532.68	484	73	\$ 2,532.68
		8 2906B	100	15	8	\$ 409.09	16	\$ 863.64	7	\$ 386.36	31	\$ 1,659.09	10	\$ 50.32	10	\$ 50.32	10	1	\$ 50.32
		8 3906A	100	82	50	\$ 2,681.82	188	\$ 10,113.64	77	\$ 4,113.64	315	\$ 16,909.09	116	\$ 603.82	116	\$ 603.82	116	17	\$ 603.82
		8 6676A	50	23	18	\$ 954.55	38	\$ 2,068.18	14	\$ 772.73	71	\$ 3,795.45	66	\$ 346.64	66	\$ 346.64	66	10	\$ 346.64
		8 3906D	100	498	376	\$ 20,227.27	973	\$ 52,318.18	367	\$ 19,727.27	1717	\$ 92,272.73	1282	\$ 6,703.50	1282	\$ 6,703.50	1282	192	\$ 6,703.50
		8 6672B	50	196	99	\$ 5,318.18	267	\$ 14,340.91	118	\$ 6,340.91	484	\$ 26,000.00	180	\$ 939.27	180	\$ 939.27	180	27	\$ 939.27
		8 6676A	50	23	18	\$ 954.55	38	\$ 2,068.18	14	\$ 772.73	71	\$ 3,795.45	66	\$ 346.64	66	\$ 346.64	66	10	\$ 346.64
		8 6679A	50	149	24	\$ 1,295.45	55	\$ 2,931.82	20	\$ 1,068.18	99	\$ 5,295.45	19	\$ 97.84	19	\$ 97.84	19	3	\$ 97.84
		Total		1091	674	\$ 36,250.00	1772	\$ 95,250.00	674	\$ 36,227.27	3121	\$ 167,727.27	2223	\$ 11,620.70	2223	\$ 11,620.70	2223	333	\$ 11,620.70

Laura Audibert 10/8/13

Other Hwd	MxHwPulpOnly	Total All Hardwoods		Total Cords	Total Stump Rev	Tot x port% Total Port Rev \$	Port Rev x 50% Stump Acct Rev	Port Rev x 50% Gen Fund Rev
		13 Stump \$	2.70					
Pulp only		29.70						
32	\$ 940.00	1290	\$ 38,320.97	4353	\$ 183,651.47	\$ 183,651.47	\$ 91,825.74	\$ 91,825.74
2	\$ 70.00	1897	\$ 56,355.32	2712	\$ 95,832.02	\$ 47,916.01	\$ 23,958.00	\$ 23,958.00
1	\$ 40.00	251	\$ 7,466.84	1488	\$ 66,785.11	\$ 33,392.55	\$ 16,696.28	\$ 16,696.28
3	\$ 90.00	87	\$ 2,582.27	284	\$ 11,564.19	\$ 5,782.09	\$ 2,891.05	\$ 2,891.05
43	\$ 1,280.00	286	\$ 8,501.48	1032	\$ 45,831.79	\$ 22,915.89	\$ 11,457.95	\$ 11,457.95
22	\$ 650.00	310	\$ 9,194.39	2109	\$ 96,729.88	\$ 48,364.94	\$ 24,182.47	\$ 24,182.47
12	\$ 360.00	777	\$ 23,073.87	2636	\$ 109,439.13	\$ 54,719.56	\$ 27,359.78	\$ 27,359.78
115	\$ 3,430.00	4899	\$ 145,495.15	14614	\$ 609,833.58	\$ 396,742.52	\$ 198,371.26	\$ 198,371.26
6	\$ 180.00	159	\$ 4,713.73	492	\$ 21,329.21	\$ 10,664.60	\$ 5,332.30	\$ 5,332.30
10	\$ 310.00	290	\$ 8,615.60	1086	\$ 47,607.76	\$ 23,803.88	\$ 11,901.94	\$ 11,901.94
1	\$ 40.00	78	\$ 2,325.90	214	\$ 8,664.88	\$ 4,332.44	\$ 2,166.22	\$ 2,166.22
0	\$ -	162	\$ 4,799.23	542	\$ 22,478.01	\$ 11,239.01	\$ 5,619.50	\$ 5,619.50
0	\$ -	95	\$ 2,830.65	724	\$ 32,246.81	\$ 16,123.40	\$ 8,061.70	\$ 8,061.70
5	\$ 160.00	642	\$ 19,061.06	1470	\$ 59,237.94	\$ 29,618.97	\$ 14,809.48	\$ 14,809.48
0	\$ -	89	\$ 2,645.56	661	\$ 30,083.04	\$ 15,041.52	\$ 7,520.76	\$ 7,520.76
1	\$ 40.00	300	\$ 8,912.84	1359	\$ 59,752.94	\$ 29,876.47	\$ 14,938.24	\$ 14,938.24
16	\$ 470.00	81	\$ 2,407.90	212	\$ 9,315.05	\$ 4,657.53	\$ 2,328.76	\$ 2,328.76
32	\$ 960.00	168	\$ 4,999.11	332	\$ 13,334.05	\$ 6,667.02	\$ 3,333.51	\$ 3,333.51
3	\$ 100.00	508	\$ 15,096.52	948	\$ 33,974.01	\$ 33,974.01	\$ 16,987.00	\$ 16,987.00
76	\$ 2,260.00	2573	\$ 76,408.10	8041	\$ 338,023.69	\$ 185,998.85	\$ 92,999.42	\$ 92,999.42
5	\$ 150.00	44	\$ 1,304.03	473	\$ 22,261.05	\$ 22,261.05	\$ 11,130.53	\$ 11,130.53
0	\$ -	8	\$ 250.40	49	\$ 2,158.41	\$ 2,158.41	\$ 1,079.20	\$ 1,079.20
14	\$ 410.00	130	\$ 3,873.21	517	\$ 22,641.32	\$ 11,320.66	\$ 5,660.33	\$ 5,660.33
1	\$ 20.00	19	\$ 564.35	110	\$ 4,960.94	\$ 2,480.47	\$ 1,240.24	\$ 1,240.24
11	\$ 320.00	788	\$ 23,414.58	2940	\$ 127,083.23	\$ 63,541.62	\$ 31,770.81	\$ 31,770.81
4	\$ 120.00	552	\$ 16,388.13	1146	\$ 44,892.37	\$ 22,446.19	\$ 11,223.09	\$ 11,223.09
1	\$ 20.00	19	\$ 564.35	110	\$ 4,960.94	\$ 2,480.47	\$ 1,240.24	\$ 1,240.24
0	\$ 10.00	660	\$ 19,606.39	831	\$ 26,225.10	\$ 13,112.55	\$ 6,556.28	\$ 6,556.28
35	\$ 1,050.00	2221	\$ 65,965.45	6177	\$ 255,183.37	\$ 139,801.42	\$ 69,900.71	\$ 69,900.71

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

November 6, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for Oct 16, 2013

New Business

1. General Assistance.
2. Francis Hathaway land.
3. Sell Old Sander.
4. Warrants

Old Business:

1. ROW Deed not finished.
2. MacNaught discussion.
3. Fish River Rd. Maintance

Town Managers Report

1. All Trash barrels picked up.
2. Flower barrels picked up.
3. Milfoil signs stored for winter.
4. Hub replaced on Plow truck.
5. Mutual Aid with Ashland

Executive Session 1 M.R.S.A. § 405(6) (A)

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting Dec 4, 2013 6:30pm

**PORTAGE LAKE BOARD OF SELECTPERSONS
REGULAR MEETING MINUTES
NOVEMBER 6, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL**

Members Present: David Pierce; Chairman; Barbara Pitcairn; Danny Higgins

Others Present: Judy Moreau; Corrine Routhier; Larry Duchette, Town Manager; Dave Farnum; Terri-Ann DeMerchant; Clayton DeMerchant; Marcelle Gagnon; Alyce Bryant-Reece; Rob Reece; Richard Casey

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the October 16, 2013 regular meeting. **Motion made and seconded to accept the minutes of October 16, 2013. All in favor; motion carries.**

NEW BUSINESS

General Assistance:

The Selectboard needs to sign the new General Assistance Program supplied by the State. This is something the Selectboard members have to do every year. The new revision makes it much tougher for people to apply for General Assistance from the Town. The Selectboard members sign where indicated on the form.

Francis Hathaway Land:

Ernest Hathaway contacted the Town about the lot between the Percy Camps and the beach. It is a 50 foot lot. A certified soil scientist, Bill Hersey, did an assessment on the property and has deemed that the lot isn't developable under current rules. He has been paying taxes on it for a number of years. Danny says there is a brook that runs right in the middle of it. Larry has given Mr. Hathaway the information for the abutting land owner in case he wanted to contact them to sell it to them. Mr. Hathaway has offered to donate the land to the Town in exchange for a tax break; he may ask the Town to absorb any legal fees. Larry assures the Board that this is a preliminary correspondence. The lot is valued at 7000, and the taxes average \$107 per year. The Board members discuss the possibility of having the lot surveyed.

Old Sander:

The man who bought the old plow truck has approached the Town about buying the old sander that is currently hanging in the back of the Public Works garage. Larry says the old sander isn't compatible with the 1-Ton; we could possibly get \$1000 to sell it. The Town had been paying insurance on this piece of equipment that isn't being used. Larry feels it doesn't have any value to the Town. The 1-Ton already

- >The hub has been replaced on the '05 plow truck for about \$500. This truck is ready to go for winter. The 1-Ton is currently being readied for winter. Larry and Vaughn are working on a deal with Highway Tire about studded tires for the 1-Ton for the winter.
- >Portage Lake's Fire Chief said he had no record of mutual aid with Ashland. An agreement has been found, and the Portage Lake Fire Dept. and the Ashland Fire Dept. will be signing the agreement. The mutual aid is automatic, rather than by request.
- >The Portage Lake Municipal Valuation Return is completed and is signed by the Board members. It will be sent to the State tomorrow.
- >There is an abatement form that the Board members need to sign for an abatement that the Board approved at the last meeting. Members sign the form.

Public Comments:

- >Judy says she was asked why Dave Bolstridge is still the Portage Lake Fire Chief, and she says Brian Cote explained that it is because Dave Bolstridge is the only one on the Department who is Firefighter 1 and 2 certified. Judy says this should be added in to the Fire Department letter in the Town Report next year so there won't be any more questions about it. The Chief is voted in by the Fire Dept. and the Selectboard has final approval.
- >Someone asked the Town for a copy of a photo of old Fire Department members around the old Fire Dept. Jeep. Larry asks Judy to come in to the office to see if she can find the picture in the old Town Report books; Judy says she thinks the picture is in there.

Next Selectboard meeting is December 4, 2013 at 6:30 p.m.

Selectboard enters into executive session per Session 1 M.R.S.A. SS 405 (6) (A) at 7:11 p.m.

Meeting adjourned at 7:45 p.m.

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

Approved: _____
Date

Signed: David M. Pierce
David M. Pierce, Chairperson
Barbara J. Pitcairn
Barbara Pitcairn
Daniel C. Higgins
Daniel C. Higgins

**TOWN OF PORTAGE LAKE
SELECTBOARD MEETING AGENDA**

Dec 4, 2013

6:30 P.M.

Call to Order

Attendance

Approval of Minutes for Nov. 6, 2013

New Business

1. Hollie, Update on Mining
2. Laura Audibert Update
3. Deryle Sponberg
4. Crooked Tree Lodge
5. Warrants

Old Business:

1. ROW Deed finished.
2. Sign Abatements
3. Dave Pierce, Fish River Rd.

Town Managers Report

1. Power Turned off at Campground / Pavilion
2. Estimates for Suspended Ceilings
3. Estimates for on demand Hot Water heaters
4. Electrical installed for new Wheelchair Lift
5. Church has requested old chair lift

Executive Session 1 M.R.S.A. § 405(6) (A)

COMMENTS FROM THE PUBLIC (AS TIME ALLOWS):

Next Selectman meeting Jan 8, 2013 6:30pm

PORTAGE LAKE BOARD OF SELECTPERSONS
REGULAR MEETING MINUTES
DECEMBER 4, 2013/6:30 P.M.
PORTAGE LAKE TOWN HALL

Members Present: David Pierce; Chairman; Barbara Pitcairn; Danny Higgins

Others Present: Judy Moreau; Corrine Routhier; Dave Farnum; Larry Duchette, Town manager; Pat Raymond; Kathy Gagnon; Rob Reece; Alyce Bryant-Reece; Laura Audibert; Hollie Umphrey

Meeting called to order at 6:30 p.m. by David Pierce.

Approval of Minutes:

Selectboard reviews the minutes from the November 6, 2013 regular meeting. **Motion made and seconded to accept the minutes of November 6, 2013. All in favor; motion carries.**

NEW BUSINESS

Road Engineering:

Deryle Sponberg has given a proposal to the Selectboard members about re-furbishing the roads. Mr. Sponberg is a road engineer and he has been in discussion with Larry about the condition of the roads. For a fee, he will put together a complete proposal to give to contractors. For an additional fee, he will oversee the entire project. Mr. Sponberg says some areas need reclaiming, others don't. If the Town gets a bond, we are required to have an engineer involved in the project. This plan also includes treatment plans, and it is recommended to have the roads re-done in phases, not all at once. The Board members review Mr. Sponberg's proposal. His fee is \$8745. **Motion made and seconded to hire Deryle Sponberg to provide the Town with an engineered plan for our roads and the funds to be taken from the Road Reserve Account. All in favor; motion carried.**

Town Forest Update:

Town Forester, Laura Audibert, provides the Selectboard members with a harvest plan for the Town's forests for this winter. She is also working on a full five year management plan, 2013 to 2017. She indicates on the wall map where the harvesting will be done beginning in January 2014, and talks about the plan for harvesting about 900 to 1000 cords. There is an estimated stumpage value in the plan she gives to the Board of \$44,000 (approximately) of which the town will get 50% because it is on joint owned land; there is likely to be a new set of rates beginning in January of 2014. If any roads need to be built (there will be at least two spurs built to get the wood out) Irving will bear the entire cost of building those road and the cost won't be reflected in the Town's stumpage revenue. Laura discusses silviculture and the regeneration on the Town's land. The Town's 100% owned land on Hutchinson Ridge is also in the management plan that Laura is working on. Board members discuss the plan development with Laura. Board members and Others Present discuss the "Stump Dump" and a unique stand of spruce

behind the hardwood mill; discussion turns to the species of wood on the Town land. Judy Moreau says the Red Oak is a species that is protected in Portage; Judy also says the dwarf white birch is also protected. Laura will look into it for her. Laura hands out land management and harvesting objectives to the Board Members and Town Manager for their feedback. Laura talks about the Snowmobile trail and its possible use as a multiuse trail for ATVs and others; she says there is a very wet spot in one area that needs to be addressed. That area will be cut, but the members of the Snowmobile Club haven't gotten back to Laura about the cut and when it needs to be done. Pat Raymond says the Board has to sign off on the written plan for the cutting on the Snowmobile trail. Discussion on when Irving will be able to cut the new trail out; Laura says not until the winter when the ground is frozen.

Mining Update:

Hollie Umphrey gives an update on the mining project on Bald Mountain. There is an informational meeting on December 12 at Ashland District School sponsored by Chamber of Commerce to discuss whether mining can be done in Maine and the pros and cons if it is done. *It is not sponsored by Irving.* Among the guest speakers is state geologist Dr. Marvinney who knows the area. Other speakers will be from AMEC, who work in mining all over the world and can give a perspective on mining technologies and practices. There will also be a Legislative update of where the mining issue is in the state legislature. Discussion turns to environmental concerns around this mining project.

Sawmill Update:

Hollie Umphrey says there will be about 50 employees coming into the area at the old Pinkham sawmill in Nashville beginning in January who will be looking for lodging while they build the new mill there.

Crooked Tree Lodge:

Crooked Tree Lodge's driveway on West Road has been inspected by all the Board members. Vaughn Devoe had done some work on the Lodge's driveway a few years ago, the driveway was washing out and damaging the road, and some silt was washing down into the lake. This was the first driveway that the Town had fixed to protect the roads. The owners have complained that they have been having a hard time to get up into their driveway, especially when hauling a trailer. It is a very steep driveway. Danny suggests that the Town cuts out the hump at the end of the driveway so that trailers don't bottom out when they try to go up the driveway. Dave suggests having a broader "dip" at the end of the driveway for water to divert but there would be less of a hump for them to get over. Board members discuss the ditches along the road and the Crooked Tree driveway. Danny volunteers to do whatever work needs to be done to help prevent water running over the road and fixing the hump in the driveway. Board members agree with Danny's suggestion. Larry will write a letter to the Crooked Tree Lodge owners about this matter.

Warrants:

Board members will sign the accounts payable Warrants after tonight's meeting.

OLD BUSINESS

ROW Deed:

The deed for the right-of-way is finished, but there is a question on how it will be attached to the Town's property deed.

Abatements:

Selectboard signs an abatement for Tree Growth and one for property valuation reduction.

Fish River Road:

The truck traffic on West Road to the hardwood mill has increased in the last few years. There have been some traffic problems at the mouth of the Fish River Road coming onto West Road, especially when the weather is bad. In 2003, the new road was built on the other side of the mills to remedy the problem with big trucks and trailers going on West Road. Dave found a letter indicating that the road should be closed to trucking due to environmental issues, traffic problems, and for safety issues. There is a concern that diverting the trucks to the new road on Route 11 adversely affects the businesses in Town, but most of the trucks coming through are from the Valley, and have to come through Town anyway. Pat Raymond says the reason the new road was built was mostly due to the fact that none of the three owners wanted to be responsible for maintaining the road, then the blame was put entirely on the Town of Portage. He says residents who lived on West Road, especially in front of the Beach, complained about the condition of the road and the traffic. All traffic can't be stopped through the Fish River Road because it is a private road and owned jointly, and there is a right of travel for all owners. Initially the new road was built for off-road trucks, but many trucks going through the Fish River Road now are highway trucks and not built for the new road. West Road until the Fish River Road is a state-aid road and built for trucking. Pat says the Town doesn't have the authority to limit the trucking on the road, but they can make formal complaints and requests to the companies. It isn't illegal for the trucks to use West Road and go onto Fish River Road to the mills. At the point that the State gives that portion of the West Road back to the Town, then the Town can put a weight limit on the road to reduce the amount of truck traffic. Pat suggests the Town write a letter to Seven Islands and Irving and request that they honor their agreement to the new road and the Fish River Road entrance. Pat says the reason the new road isn't being used as much is because it isn't being maintained and it isn't safe for trucking. Pat says when the Fish River Road was "fixed", the road was slanted the wrong way and now it is more of a hazard than it was before; he is going to try to get it fixed in the spring. Discussion turns to safety conditions of the private woods roads.

TOWN MANAGER REPORT

- >Power has been turned off at the campground and Pavilion to save money over the winter.
- >Larry is going to get estimates for dropped ceilings (suspended ceilings) for the offices and the conference room.

>Larry is getting estimates for on-demand hot water heating for the municipal building to be able to shut the furnace off in the summer. This will save money on both electricity and fuel for the municipal building. The on-demand hot water systems will be under the sinks in the kitchen and the bathrooms.

>The electrical for the new wheelchair lift has been finished. Next week construction of the lift frame will be done; some plumbing will be moved under the stairwell on the stage. Larry will do this work. The lift is expected to be installed before Christmas. The Catholic Church has asked for the old handicapped chair lift. The Town wouldn't be able to get any money for the chair if it tries to sell it. **Motion made and seconded to donate the old chair to the Catholic Church. All in favor; motion carried.**

Public Comments:

>Alyce Bryant-Reece says there are two safety issues in town concerning the towers. She says since June the lights on the tower on Satellite Drive have been out. Danny says that is owned by Patriot Towers. The other tower on the Golf Course Road is also out, owned by Pioneer. She wants the Town to be aware that she is looking into the issues. She is also concerned that the Town officials and employees aren't trained on the defibrillator.

Next Selectboard meeting is January 8, 2013 at 6:30 p.m.

Selectboard enters into executive session per Session 1 M.R.S.A. SS 405 (6) (A) at 8:31 p.m.

Meeting adjourned at 9:30 p.m.

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

Approved: 1/8/14
Date

Signed: David M. Pierce
David M. Pierce, Chairperson
Barbara A. Pitcairn
Barbara Pitcairn

Daniel C. Higgins

EASEMENT

Inhabitants of the Town of Portage Lake, having its place of business in Portage, in the County of Aroostook and State of Maine, for consideration paid, grants to Portage Lake Housing Corporation, having a place of business in Portage, in the County of Aroostook and State of Maine, the following described easement, to wit:

A certain piece or parcel of land located approximately 402.0 feet easterly of Route 11 and on the south side of School Street, so called, in the Town of Portage Lake, County of Aroostook, State of Maine, being part of original Lot 8, said parcel being more particularly bounded and described as follows:

Commencing at the intersection of the easterly sideline limit of Route 11 and the north line of lot 8, thence in an easterly direction along said north line, South $71^{\circ}-15'-28''$ East a distance of 401.65 to the southeast corner of land conveyed by Liette L. Caron to Edward M. Lorrey and Rose M. Lorrey by warranty deed (joint tenancy) dated June 4, 2010 and recorded in book 4830 page 87 (parcel 2), said corner being the point of beginning of this easement description;

Thence, continuing easterly along said north line and being the south line of land conveyed by Roy C. Moro to the Inhabitants of the Town of Portage Lake by warranty deed dated April 29, 1999 and recorded in book 3264 page 245, on last said bearing, a distance of 119.80 feet to a rebar set at the northeast corner of a 2.72 acre piece or parcel of land conveyed to the Portage Lake Housing Corporation by Patrick Hartman and Danica B. Hartman dated September 28, 2012 and recorded in book 5106, page 49.

Thence, in a southerly direction along the east line of said Portage Lake Housing Corporation, South $17^{\circ}-21'-18''$ West, a distance of 33.01 feet;

Thence, in a westerly direction parallel to the north line of said lot 8, North $71^{\circ}-15'-28''$ West, a distance of 120.60 feet;

Thence, in a northerly direction, being an extension southerly of said Edward M. Lorrey and Rose M. Lorrey east line, North $18^{\circ}-44'-32''$ East, a distance of 33.00 feet to the point of beginning.

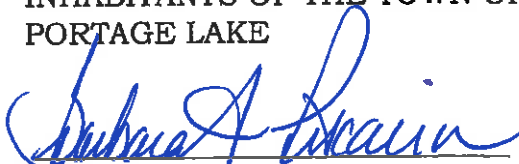
The above described piece or parcel of land contains 0.09 acres of land more or less.

Meaning and intending to convey an easement for ingress and egress, any and all utilities above or below ground and rights to build, fix, repair and maintain said utilities and easement road as needed. Said easement being located in the northeast part of a 2.72 acre piece or parcel of land conveyed to the Portage Lake Housing Corporation by Patrick Hartman and Danica M. Hartman September 28, 2012, recorded in book 5106, page 49. The above described parcel of land is based on a field survey completed by B.R. Smith Associates, Inc. April-May 2012. All bearings are based on a magnetic bearing taken in August 2009. All deeds referenced are recorded at the Southern Aroostook Registry of Deeds in Houlton, Maine.

IN WITNESS WHEREOF, the said Inhabitants of the Town of Portage Lake, has caused this instrument to be signed in its corporate name by Barbara Pitcairn, David Pierce and Daniel Higgins, in their capacity as Town Council, this 8 day of January, 2014.

Signed, Sealed and Delivered
in presence of

INHABITANTS OF THE TOWN OF
PORTAGE LAKE



Barbara Pitcairn
Member of Town Council



David Pierce
Member of Town Council

Daniel Higgins
Member of Town Council

STATE OF MAINE
AROOSTOOK, ss.

_____, 2013

Personally appeared the above named Barbara Pitcairn, David Pierce and Daniel Higgins, in their said capacity, and acknowledged the foregoing to be their free act and deed and the free act and deed of said Inhabitants of the Town of Portage Lake.

Before me,

(Type Name):

NOTARY PUBLIC

Attorney-at-Law