TOWN OF EAGLE LAKET

**BOARD OF SELECTMEN’S MEETING**

**January 15, 2020**

1. The meeting was called to order by Board Chair, Michelle Raymond at5:30 P.M.

 Board members present included: Michelle Raymond, Louise Fournier, Wendy Dube

 and Jennifer Dube.

 Others in attendance were: John Sutherland, Town Manager; Denise Martin, Deputy

 Clerk

2. EXECUTIVE SESSION: 1 M.R.S.A 405 § (6) (F) CONFIDENTIAL RECORDS

 Initial Discussion for 7/01/ 2018 to 6/30/2019 Municipal Audit with Auditor Tim

 Poitras.

 Moved by Louise Fournier to go into Executive Session, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 In: 5:34 p.m.

 Out: 5:36 p.m.

3. AUDIT FOR 7/01/18 to 6/30/2019- TIM POITRAS, AUDITOR FOR CHESTER M.

 KEARNEY

 Tim Poitras summarized the Audit for year 2018/19 and answered any questions that

 the Board had.

 Moved by Louise Fournier to accept the Audit for 2018-19, seconded by Jennifer

 Dube.

 Vote: Unanimously in favor.

 4. PUBLIC COMMENT

 No Public Comments were made.

 5. APPROVE MEETING MINUTES OF DECEMBER 18, 2019, SELECTMEN’S

 MEETING

 Moved by Jennifer Dube to accept Meeting Minutes for December 18, 2019,

 as amended seconded by Wendy Dube.

 Vote: Unanimously in favor.

 6. TOWN MANAGER’S REPORT UPDATE

 a. Micro Loan

 Micro Loan accounts are up to date.

 b. Pond Brook Estates

 Perspective tenant informed John that they were no longer interested in an apartment.

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 c. Road Committee

 No Update

 d. Recreation Committee

 John informed the Board that the Summer Recreation Surveys are being returned. He

 plans to update Selectmen at a later date.

 e. Fire Department

 John informed the Board that we were successful in our grant request from the Maine

 Department of Agriculture Conservation and Forestry for $ 1,500. These funds will be

 used for the installation of dry hydrants on Sly Brook Road.

 f. Planning Board

 No Update

 g. LED Street Light Program

 School Street is no longer property of the Town of Eagle Lake, however the Town has

 kept a public right of way. The Board discussed whether or not to continue paying for

 street lights on School Street. The Board asked John to contact Emera to have them

 removed from Eagle Lake’s street light account. Moved by Louise Fournier to

 discontinue paying the cost of the street lights on School Street due to Eagle Lake no

 longer owns the property, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 h. NASWA

 The Board inquired if John had sent a letter to the person who was bringing garbage

 from out of town. The Board stated the person should be charged $ 100.00 each time.

 John will send out a letter for the last time the person dropped off at the Transfer Station.

 i Committee to Provide Cost Effective Fire Protection for the Residents of the East Side of

 Eagle Lake.

 No Update.

 j Junk Yard Follow Up

 One Resident cleaned up their property after receiving a letter from the town. .

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 k. Industrial Park Update

 No Update

 l. Municipal Snowmobile Grant

 No Update.

 Moved by Louise Fournier to accept the Town Manager’s Report, seconded by Jennifer

 Dube

 Vote: Unanimously in favor.

7. MONTHLY FINANCIALS-December 2019

 a. Bank Reconciliations

 Moved by Jennifer Dube to not accept Bank Reconciliations for Eagle Lake for November

 and December. The reconciliations are tabled until the February meeting, by which time

 issues with outstanding checks and deposits will be resolved. The Sample Check Audit

 was accepted, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 Moved by Louise Fournier to have John correct the Expense Report by the February

 Selectmen’s Meeting, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 b. Pond Brook Bank Reconciliation

 Moved by Louise Fournier to accept the Pond Brook Reconciliation, seconded by

 Jennifer Dube.

 Vote: Unanimously in favor.

 c. Check Sampling Reconciliations

 Moved by Louise Fournier to accept the Check Sampling Reconciliation, seconded by

 Jennifer Dube.

 Vote: Unanimously in favor.

 d. Sign Warrants

 Board signed Warrants.

 The Board questioned one payment and asked to have it removed for further

 review.

 e. Micro Loan

 Moved by Jennifer Dube to accept the Micro Loan for December 2019, seconded by

 Louise Fournier.

 Vote: Unanimously in favor.

8. ESTABLISH ICE RINK HOURS

 John had a discussion with Board on the hours at the skating rink. At the previous meeting, the Board requested regular ice skating hours of Friday 6-9 P.M., Saturday 1-4 and 6-9 p.m. and 1-4 p.m. on Sunday. Attendance and age of skaters would be kept to see if 9 p.m. would be an appropriate time to close for the evening.

 Moved by Jennifer Dube to keep and accept the current Ice Skating Hours of Friday 6-9 P.M., Saturday 1-4 and 6-9 p.m. and 1-4 p.m. on Sunday, seconded Wendy Dube.

 Vote: Unanimously in favor.

 9. RATIFY THE HIRE RINK ATTENDENTS

 Moved by Louise Fournier to ratify Lawrence Parlin and Julie Martinez as Rink Attendants

 for the upcoming season, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

10. A.C.A.P. Funding Request.

 Moved by Wendy Dube to accept the A.C.A.P. funding request for $ 175.00 for 2020-21 budget year seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 The Board requested that all other requests be put in a folder for Third Party Requests and presented to the Budget Committee for consideration.

11. CONSIDER AN AGREEMENT FOR ACCESSING SERVICES

 Moved by Louise Fournier to authorize John to accept the agreement for Accessing Services proposed by the Aroostook Regional Assessing Office, seconded by Wendy Dube.

 Vote: Unanimously in favor.

12. FIRE DEPARTMENT PAGING SYSTEM

 John updated the Board that Consolidated Communications will no longer give dedicated Analog lines for paging. John discussed options with the Board that he received from Consolidated Communications and R.C.M. Communications. The current proposal from Consolidated would be to use an internet connection. Eric Erikson, from RCM Communications has informed John that this will add approximately $ 3,500 to an earlier proposal of $ 5,400 for the installation of the dedicated line for paging Eagle Lake Fire from Fort Kent. The Board would like John to pursue talking to someone higher up in Consolidated Communications, reach out to County Emergency Management Director

 Darren Woods to see if any financial assistance could be available for upgrading communications, seek any grants available and update John Martin and Troy Jackson on the issue.

13. OTHER BUSINESS

 Nathan Theriault has requested a private use trail across part of the ball field property so

 individuals renting his Albert Street property can access the snowmobile trails. Moved by

 Louise Fournier to allow Nathan to create a trail across the ballfield property to access the

 snowmobile trail provided the trail on town property is open to the public, seconded by

 Jennifer Dube.

 Vote: Unanimously in favor.

 Budget

 John presented the Board with a list of upcoming important dates for budget and Annual

 Town Meeting.

 Tax Maps

 We were notified by the company that does our tax maps that this year is the last

 year that they will be doing our tax maps under the current agreement. Next year,

 they are recommending that we digitize our tax maps. The estimated cost for

 digitizing the tax maps is $ 12-14,000. That appears to be a one-time fee. Once they

 are updated, going forward the cost is estimated to be closer to what we are paying

 now. The Board asked John to reach out to other communities and see what their cost

 was to digitize their property tax maps and to also get information on the advantages

 of having the property tax maps digitized.

14.EXECUTIVE SESSION: M.R.S.A. 406 § 6 (A) PERSONNEL MATTERS

 Town Manager’s Yearly Evaluation

 In: 7:55 p.m.

 Out: 8:10 p.m.

 Moved by Louise Fournier to adjourn the meeting 8:10 p.m., seconded by Wendy Dube.

 Vote: Unanimously in favor.