TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**May 20, 2020**

1. The meeting was called to order by Board Chair, Michelle Raymond at5:47 P.M.

 The Board members present included: Louise Fournier, Arthur Carroll, Wendy Dube.

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

 Clerk.

2. PUBLIC HEARING FOR CDBG GRANT APPLICATION

 John explained the Fire Department Project for upgrading Communication

 Equipment that will allow the Eagle Lake Fire Department to be paged from the Fort

 Kent Dispatch Center. This will help eliminate dead spots that have plagued

 communications between Eagle Lake Fire Department and R.C.C. dispatch out of

Houlton, Maine. The total estimated cost of the project is $ 17,500. The amount of the CDBG grant is $ 13,450.00.

Members of the public present were: John Sutherland, Danielle Forino, Denise Martin, Rene St. Onge, and Brandon L’Italian. Selectmen Michelle Raymond,

Louise Fournier, Arthur Carroll and Wendy Dube attended by ZOOM video conferencing.

Public Hearing called to order by Michelle Raymond at 5:40 p.m.

Public Hearing closed at 5:44 p.m.

 3. POND BROOK SALES AGREEMENT

 Danielle Forino from Aroostook Real Estate presented a new sales agreement.

 Danielle suggested to lower the asking price from $ 675,000 to $ 659,000. Danielle

 stated that she has new drone pictures of the property and is working on a net

 operating income statement for the property. The Board will review Danielle’s

 recommendations in Executive Session and let her know what their thoughts are.

 4. APPROVE THE MINUTES OF: April 15, 2020

 April 28, 2020

 May 8, 2020

 Moved by Louise Fournier to accept the minutes of April 15, April 28 and May 8, 2020,

 seconded by Wendy Dube.

 Vote: Unanimously in favor.

 5. PUBLIC COMMENT

 Fire Chief Rene’ St. Onge requested approval to purchase new t-shirts for his firefighters.

 The total cost will be $ 684.00 for the entire department.

 Moved by Wendy Dube to approve the purchase of new t-shirts for the Fire Department,

 seconded by Arthur Carroll

 Vote: Unanimously in favor.

 Rene St.Onge informed the Board that the Maine Forest Service has a fully functional Fire

 Truck that they want to donate to the Eagle Lake Fire Department. The Vehicle will be here

 Saturday May 23, 2020 for the Fire Department to inspect and determine if everything is.

 functioning. Rene and John will inspect the vehicle and will make a recommendation to the

 Board on accepting the donated unit.

 Jeff Roy will be retiring from Eagle Lake Fire Department after 35 years. The Board would

 like a card sent to Jeff Roy thanking him for his years of service. John said that he will send

 a card to Jeff.

 The Board requested a copy of the letter John Sutherland sent to DOT Commissioner

6. TOWN MANAGER’S REPORT

 UPDATES

 a. Micro Loan

 No update

 b. Pond Brook Estates

 No update

 c. Roads

 Phil Corriveau has begun work on Sly Brook Road consisting ditching and rebuilding

 the first section of the road. He is completing work that he started last fall.

 John is working with Fred Simard to look at drainage issues and identifying culverts

 that need to be replaced on Old Main Street. John stated that this work needs to be

 done prior to paving.

 d. NASWA

 John Sutherland updated the Board to the work and progress on the Recycling

 Building. Phil Corriveau completed the ground and foundation work. Paul

 Gagnon is erecting the building and expects to have the work completed by June 5th.

 The Board mentioned that there were some complaints concerning wearing masks to

 the Transfer Station. John explained that he posted around town and at the site that due

 to COVID-19 face masks are expected. John was informed that an individual was told

 to go home and get a mask before she could offload her trash. John said that NASWA

 staff are instructed to ask individuals if they have a mask and if they do not have one,

 NASWA staff will offload the trash for them. John will look into why the individual

 was asked to go home and get a mask.

 e. Fire Department

 No Update

 f. Memorial Day

 John reminded the Board that the Town Office will be closed Monday May 25th for

 Memorial Day. It will reopen at 8:00 a.m. Tuesday, May 26, 2020.

 g. Deputy Clerk

 John Sutherland updated the Board that there were 3 applications for the Deputy Clerk

 position. The Board asked John if he needed assistance with the interviewing process.

 John stated that he would be fine for the initial interview, but for the final interview

 he would like a Board member be present.

7. MONTHLY FINANCIALS- April 2020

 Review Monthly Financials for April

 Motioned by Louise Fournier to table Monthly Financial Reports for April, seconded by

 Wendy Dube.

 Vote: unanimously in favor.

 a. Bank Reconciliations

 Moved by Louise Fournier to accept Katahdin Reconciliation, Pond Brook Reconciliation,

 for April, seconded by Wendy Dube

 Vote: Unanimously in favor.

 b. Pond Brook Bank Reconciliation

 See Motion a. Bank Reconciliations

 c. Check Sampling Reconciliations

 Moved by Louise Fournier to accept Check Audit, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

 d. Sign Warrants

 Moved by Louise Fournier to approve the Warrants as presented tonight, seconded by

 Wendy Dube.

 Vote: Unanimously in favor.

 e. Micro Loan

 Moved by Louise Fournier to accept the Micro Loan Reconciliation, seconded by

 Wendy Dube.

 Vote: Unanimously in favor.

8. POND BROOK RESERVE ACCOUNT

 John discussed maintenance issues at Pond Brook Estates. John stated that he would like to

 create a reserve account to help cover the expenses of a new roof for both buildings, the privacy fencing and other future capital expenses that will arise.

 Moved by Louise Fourier to table the creation of a Pond Brook Reserve Account until the Board has a better idea of the financial picture of Pond Brook Estate, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

 9. RECREATION FUNDS RESERVE ACCOUNT

 John is requesting a Reserve Account for funds that are donated to the Recreation Program.

 Currently donations for Recreation are entered under the Activities line in the budget.

 However if there is an outstanding amount at the end of the fiscal year, the amount gets

 rolled over into Unassigned Funds.

 Moved by Louise Fournier to table until June and have John create a report itemizing the

 donations and expenses for the Summer Recreation program, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

10. REVIEW AND CONSIDER OPTIONS FOR DEBIT/CREDIT MACHINES

 John Sutherland discussed three options for Debit/Credit Card Machines. John recommended InforME based on cost and being user friendly. The cost to the consumer is 2.5% interest on each transaction.

 Moved by Arthur Carroll to accept John Sutherland’s recommendation to use Informe, seconded by Louise Fournier

 Vote: Unanimously in favor.

 11. APPOINT E 9-1-1 OFFICER

 Moved by Louise Fournier to appoint John Sutherland as the E 9-1-1 Officer for Eagle Lake, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

12. VOTE TO CHANGE HEALTH INSURANCE OPTIONS

 Moved by Louise Fourier to accept the change for Health Care Options from PPO500 to PPO 1500, seconded by Wendy Dube

 Vote: Unanimously in favor.

13. BOARD OF SELECTMEN RESOLUTION

 This Resolution is in support of the U.S.D.A. grant application that the Town of Eagle

 Lake is submitting to assist the Eagle Lake Winter Riders in purchasing a new groomer.

 The purchase of the groomer is contingent on town meeting approval.

 Moved by Louise Fournier to support the Resolution for the Grant, seconded by

 Arthur Carroll.

 Vote: unanimously in favor.

14. TRANSFER FUNDS FROM ICS ACCOUNT TO OPERATING ACCOUNT

 John reminded the Board that last fall we transferred $ 200,000 to the ICS account to take

 advantage of better interest rates. Now we are seeing our operating account get low and

 John is recommending the $ 250,000 be transferred from the ICS Account to the Operating Account to fund municipal operations.

 Moved by Louise Fournier to transfer 250,000.00 from the ICS Account to the Operating Account, seconded by Wendy Dube.

 Vote: Unanimously in favor.

15. OTHER BUSINESS

 John Sutherland updated the Board that Assessor Louis Cousins will be available to the residents of Eagle Lake for any questions or concerns on 05/28/2020 from 9:00 a.m. to

 3:00 p.m.

 John Sutherland updated the Board the Eagle Lake Lobby opened to the public on Tuesday.

 Due to COVID-19, a barrier was placed at the counter, the number of people in the lobby area will be limited to three and staff will clean and wipe down the lobby area on a regular basis. The opening went well and had a good response.

 John Sutherland went over how ratifying Nomination Papers works. The law reads when papers are available, posted and when the papers need to be returned.

 Moved by Louise Fournier to cancel the six weeks of traditional Summer Recreation due to Covid-19. The Board will revisit in August for Fall Recreation and COVID-19 at that time, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 The Board had a discussion about a Resident that had an Abatement and what transpired during that time.

 The Board discussed the ongoing issues with the three residents who have unlicensed junk yards in Eagle Lake. All three have received letters stating that they have until June 30, 2020 to clean up their properties. The Board is requesting that letters be sent out from Eagle Lake Town attorney Frank Bemis’s office, letting these individuals know that they have until June 30, 2020 to clean up junkyard areas. John stated a letter coming from attorney Frank Bemis

 would have a greater impact than one written from the town. Moved by Louise Fournier to have Eagle Lake Town Attorney Frank Bemis send a letter to Ricky Saucier, Bruce Dube and Maurice Pelletier reminding them that they have until June 30, 2020 to clean up their properties, seconded by Arthur Carroll.

 Vote: Three in Favor. One Abstained due to a personal conflict.

 Moved by Louise F to accept Wendy Dube abstaining from the vote due to a personal conflict, seconded by Arthur Carroll

 Vote: Three in favor; One abstained

 The Board discussed the property located at 3401 Aroostook Road belonging to Ludmila Kalaydzhan from Worster, Massachusetts. John stated that he talked to her recently and she

 plans on coming up this summer and making some of the needed repairs. The Board expressed concerns regarding the condition of the property and that feral animals are making a home in the house.

 Moved by Louise Fournier to have town attorney Frank Bemis send Ludmila a letter regarding the condition of her property and give her until June 30, 2020 to remediate the issues. The motion was seconded by Arthur Carroll

 Vote: Unanimously in favor.

16. EXECUTIVE SESSION: 1 M.R.S.A § 405 6 (F) Confidential Records

 Discussion of Pond Brook Estates

 Moved by Louise Fournier to go into Executive Session citing 1 M.R.S.A. § 405 6 (F) to discuss Pond Brook Estates, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

 The Board entered Executive Session at 8:04 P.M.

 The Board exited Executive Session at 8:17 P.M.

 Due to a Board member being absent, the Board tabled signing the sales agreement.

17. ADJOURN

 Moved by Louise Fournier to adjourn, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

 The meeting adjourned at 8:18 P.M.