



TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
July 17, 2024

1. The meeting was called to order by Eagle Lake Town Manager John Sutherland at 5:30 P.M. Board members in attendance included: Arthur Carroll, Apryl Gagnon, Denise Martin, and Paul Nadeau.
Others in attendance: Town Manager, John Sutherland, Eagle Lake Fire Chief Robert St. Germain, Community members included: Brian Bouchard, Russell and Connie Soucie, Rosaire Daigle, Robert Davis, Susan Davis, Dana Saucier, Lisa Devoe, and Jeff Fournier.

2. **PUBLIC HEARING FOR A BOTTLE CLUB REAPPLICATION FOR SMART-SOUCIE AMERICAN LEGION POST #176:**

Eagle Lake Board Chair Arthur Carroll opened the public hearing at 5:30 p.m. Rosaire Daigle thanked the Board for reviewing their application for a bottle club. Rosaire explained that this will allow people to consume alcohol at the American Legion for dances and other community events. Money raised from hosting these events is used to help pay winter fuel bills and other expenses. Eagle Lake Town Manager John Sutherland asked the members of the public if anyone heard of any issues or had concerns with the American Legion's Bottle Club application. The public responded that they had none. Hearing this, John turned and asked the Board if they had any issues or concerns. The Board replied that they know of no issues or concerns. With this, Eagle Lake Board Chair Arthur Carroll closed the public hearing at 5:34 p.m. Arthur opened the July 17, 2024, Board of Selectmen's meeting at 5.34 p.m.

3. **VOTE TO APPROVE APPLICATION FOR A BOTTLE CLUB FOR SMART-SOUCIE AMERICAN LEGION POST #176**

Motion by Denise Martin to approve the Bottle Club application presented by Smart Soucie American Legion Post #176, seconded by Paul Nadeau

Vote: Unanimously in favor

9. **PUBLIC COMMENT**

Brian Bouchard is the owner of B+C Pit Stop in Eagle Lake. Brian asked for a follow up from last month's meeting where he attended in support of requesting the Board of Selectmen to sign a letter to the Maine Board of Alcoholic Beverages and Lottery Operations requesting a second license to sell liquor in our community. Currently based on population, the town of Eagle Lake has one liquor license and that is owned by Eagle Lake Grocery. Brian stated that he has received requests from people looking for alcohol during the hours that Eagle Lake Grocery is closed. Brian stated that if people are unable to purchase their spirits in Eagle Lake, they will travel to Fort Kent or Portage. Brian added that he does not feel that his request will hurt the business of Eagle lake Grocery. Brian added that six people have written letters of support of his application. Eagle Lake Selectperson Denise Martin stated that the Board voted at their last meeting to table the issue. She added that she would like to see the issue tabled until fall. The owners of Eagle Lake Grocery are trying to sell their store. Then the new owners could decide if they wish to continue selling liquor. Arthur Carroll stated that the Board voted to table the issue. The question is how do you vote to benefit one person at the expense of another. Paul Nadeau asked Eagle Lake Grocery Store owner Russell Soucy what percentage of his sales is liquor. Russell responded fifteen percent. Russell added that this will hurt his business. Arthur responded we have not discussed a date when we will be making a decision. We will not put off making a decision forever. When we are ready to make a decision, we will let you

know. We are not taking this decision lightly and we want our decision to be fair to everyone.

Robert Davis is a resident of Sly Brook Road. He presented the Board with a petition with the signatures of 52 voting residents and 16 non-voting residents to hold the Special Town Meeting on Sly Brook Road at the home of Robert and Susan located at 1462 Sly Brook Road. Robert stated that the intended result was to demonstrate to the town's people the time and travel distance required to respond to an emergency on Sly Brook Road. This will help provide the justification for the need of a Fire Annex / Emergency Shelter facility on Sly Brook Road. Having a fire annex will provide a quicker emergency response which will greatly improve the overall public safety posture. He encouraged the Board to move the project forward. This includes purchasing the land, constructing the building and purchasing needed equipment. John said he understood the reasoning for wanting to have the special town meeting on Sly Brook Road. However, he was concerned that it may look like we are favoring the residents of Sly Brook Road by "stacking the deck". He told the Board that he feels that for a decision as important as this, we need to have the special town meeting where we always do so the community will feel the results truly represent the will of the voters.

Sly Brook Road resident Dana Saucier added that the substation will also provide added protection for State of Maine Forest lands off of Sly Brook Road. Dana added that Maine State Forestry provided Eagle Lake with funds for two dry hydrants to be installed on Sly Brook Road.

4. INTRODUCTION OF JEFF FOURNIER

Eagle Lake Board Chair Arthur Carroll introduced Jeff Fournier. Eagle Lake Fire Chief Robert St. Germain stated that he first met Jeff at a fire chief's meeting. Jeff spoke on being involved with a lot of the issues we are facing going forward with the new substation. Jeff said that he originally was from Aroostook County, growing up in Van Buren. He moved to Cape Cod and built a company that sold fire engines throughout New England. He ran it for thirty years. He sold the company five years ago and he and his wife returned to Aroostook County. Now he lives in St. Agatha, Maine. He was also a full time firefighter for fifteen years. He also acted as the GC overseeing the construction of two fire houses. He likes to give back because people gave to him. Jeff added that one issue that he notices is that he feels communities do not do enough forward planning. Jeff stated that investment in infrastructure is necessary. Residents have a reasonable expectation that their basic needs will be met. Jeff stated that when we move forward with our project, he encourages us to build it the right way. Look at the long term picture. Jeff encouraged the Town of Eagle Lake to have a monitoring system in place. He used the fire at the Staceyville fire station as an example. They had no monitoring system. By the time the fire was noticed, it was out of control. Jeff talked about finance options. Lease-purchase is an option to own an asset and the outstanding balance does not affect your debt rating. USDA has a number of low interest loan options for municipalities to consider, some with 30 to 40 year payment plans.

5. EAGLE LAKE FIRE CHIEF ROBERT ST. GERMAIN UPDATES THE BOARD ON THE EAGLE LAKE FIRE DEPARTMENT

Eagle Lake Fire Chief Robert St. Germain stated that he thought Eagle Lake Town Manager John Sutherland did an amazing job securing a Stephen and Tabitha King grant for \$25,000 to help purchase a battery-operated Jaws of Life unit. Chief St. Germain said he got three quotes and recommends going with the lowest one. Frenchville has this option and they love it. He likes the plug and go options and it gets the department away from hydraulic hoses.

Chief St. Germain updated the Board on the status of Engine 2. Bobby stated the unit is 32 years old. The truck is leaking in the back. A shaft coming out of the tank is rusted and Bobby is afraid if rust gets to the water pump it could destroy the pump. Daigle and Houlton will not touch this repair. K&T from Island Falls quoted \$12,900 to replace the pipe. They will need to cut inside the equipment

storage compartments to pull out the rusted shaft. Bobby added that the truck runs well, has low mileage and passes the pump tests. He is recommending that we invest the funds needed to make the repair. John said that last year we were given permission from our auditor to use funds from the equipment reserve to repair the Town pick up. John said that we can use the Fire Department Reserve part of our municipal budget in the for this one-time repair.

Motion made by Apryl Gagnon to approve up to \$13,000 from 01-46-05 Fire Equipment Reserve Account for the repair for truck 2, seconded by Paul Nadeau.

Vote: Unanimously in favor.

6. **REVIEW AND CONSIDER QUOTES FOR A BATTERY-OPERATED JAWS OF LIFE UNIT**
The Board reviewed three quotes for a battery-operated Jaws of Life unit. The jaws unit is to consist of a battery-operated Cutter, Spreader and a Ram plus batteries and a charging unit. Bergeron Protective Clothing sent in a quote for \$39,335.40, Industrial Protective Services sent in a quote for \$46,210.00 and Northeast Emergency Apparatus LLC sent in a quote for \$28,670.01. Chief St. Germain recommended the quote by Northeast Fire Apparatus LLC based on price. Town Manager John Sutherland asked Chief St. Germain to explain the difference in pricing and did it reflect the quality of the unit. Chief St. Germain replied that the Town of Frenchville has one of the Northeast battery operated Jaws units and it works well. He recommends that we save money and go with the Northeast quote.

Motion made by Apryl Gagnon to accept the quote by Northeast Fire Apparatus LLC for \$28,670.01, seconded by Denise Martin.

Vote: Unanimously in favor.

7. **TOWN MANAGER'S REPORT – UPDATES**

Micro Loan

- a. John informed the Board that Mark Belanger set up his Micro Loan Payment to be an annual payment due in December after hunting season. John added that he spoke to Tom Roy and Tom informed him that he plans on resuming his Micro Loan payments in August. John also spoke to John Saucier regarding the status of his Micro Loan. John Saucier informed John Sutherland that he plans on coming in the beginning of next week to get make a payment or two. John Sutherland said he reminded John Saucier that he is close to foreclosure status. The Board noted that a number of the accounts are currently behind.
- b. Pond Brook Estates
John said Chris informed him that he is stripping old floor wax off and plans on rewaxing the floor of apartment 8. After that, he is done and the unit will be available for rent. John said that he has a number of interested applicants.

John informed the Board the walkway in front of apartment 15 lifted and Ann Nadeau was having difficulty getting her motorized wheelchair over the hump. Chris went down and picked up the piece of pavement that lifted and removed some material and compacted the remaining. He added cold patch on the ends to hold everything in place. He informed me that he placed sand over the cold patch so none of the tar would get into the apartment on people's shoes.

The Board reminded John to please have a report on the rental status of Pond Brook Estates tenants for the Board as part of their Board packets.

c. Roads.

John spoke to Paul Lozier and Paul told him that he had a pallet of calcium that he could sell us. He also said that he could apply the calcium to the gravel portion of Sly Brook Road. Chris picked up the remaining bags and spread calcium on Forest Drive. Chris said that he has 5 bags left.

John said Chris informed him that we currently have no beaver issues.

Fred has been placing cold patch on town streets and weed whacking town facilities.

John informed the Board that Eagle Lake Water and Sewer District Superintendent Gerald Raymond said that he had some manholes that he needed to pull up. Gerald added that some of the manholes have cold patch over the top of them. He asked if he could use some of the town's supply when he reinstalls the manhole covers. John told Gerald that he could replace what he used or we could figure an amount based on estimated tonnage and he could purchase what he used.

d. NASWA

John reminded the Board NASWA summer hours continue to be 6-8:00 p.m. Wednesday and 8-5:00 p.m. on Saturday.

John updated the Board on NASWA's quarterly meeting. The Board of NASWA discussed a request by the Eagle Lake Trail Blazer's ATV club to send the debris from tearing down their trailer on Convent Road to the transfer station at a reduced price. The NASWA Board decided to look at the volume of debris and see if any of the wood will be separated so it can be burned.

NASWA manager Reynold Herbert informed the Board that he is having electrical issues with one of the balers. He stated that an electrician informed him that he felt that wiring from the fuse box to the baler may not be heavy enough for the balers.

John informed the Board that he spoke to Eric Hamlin regarding the License Amendment. Eric said that he feels he has everything he needs from NASWA and it is a matter of time for him to finish the review and update the Operations License for NASWA's transfer station.

John added the Board reviewed the budget for midyear. John feels that it is a little on the high side. NASWA may need a budget increase for next year. They have not had one since 2019.

e. Eagle Lake Fire Department

John said that Eagle Lake Fire Chief Robert St. Germain informed him that the fire department training for July will be Sunday July 28, 2024. The topic is the same as last month, Pumps and using the dump tank on truck 1. John added that Chief St. Germain informed him that he was unable to do outside training in June due to rain so he decided to focus on training on universal traffic control and properly venting a scene

John said Eagle Lake Fire Chief Robert St. Germain stated that he had one call during the month. It was a mutual aid call for a structure fire in Fort Kent.

Robert informed John that Fish River Rural Health is having a wellness fair. They asked for a fire engine to be onsite to serve as an attraction.

8. MONTHLY FINANCIALS-JUNE 2024

John reviewed the monthly financials with the Board. John noted that when we closed out for year

2023-24, no account went over. John added that expenses were \$55,560.05 under the proposed budgeted amount, and revenues were over \$90,448.08. This amount totals \$146,008.13 for the year and will be added to our undesignated amount. John said that we will not know the final number until the auditor reviews our books for year 2023-24. John thanked town staff for their efforts. John stated that the budget is a projection. Once the amount gets approved at town meeting, everyone works together to monitor our expenses.

a. Bank Reconciliations:

Arthur ask the Board to review the Bank Reconciliations for the Town of Eagle Lake and Pond Brook Estates for June 2024. There were no questions on the Bank Reconciliation for the Town of Eagle Lake for June 2024, but it was noted that a cover sheet was missing for the Pond Brook Estates Bank Reconciliation.

Moved by Apryl Gagnon to accept the Bank Reconciliations for the month of June for the Town of Eagle Lake and, seconded by Denise Martin

Vote: Unanimously in favor

Moved by Denise Martin not to accept the Bank Reconciliations for the month of June for Pond Brook Estates and wait until next month so a cover page can be attached, seconded by Apryl Gagnon

Vote: Unanimously in favor

b. Sample Check Audit

Motion was made by Apryl Gagnon to accept the Town of Eagle Lake & Pond Brook Estates sample check audits, seconded by Denise Martin.

Vote: Unanimously in favor

c. Sign Warrants

Eagle Lake Board Chair asked the Board if they had an opportunity to review the warrants. The Board stated they had and no one had any issues or concerns.

Motion was made by Apryl Gagnon to approve the Town of Eagle Lake warrants for July. seconded by Denise Martin.

Vote: Unanimously in favor

Motion was made by Apryl Gagnon to sign the Pond Brook Estate expense warrant seconded by Denise Martin.

Vote: Unanimously in favor

Motion was made by Apryl Gagnon to sign the Town of Eagle Lake payroll warrants, seconded by Raymond Saucier.

Vote: Unanimously in favor

d. Microloan

The Board reviewed the Micro Loan. Motion was made by Apryl Gagnon to accept the Microloan reconciliation for June, seconded by Paul Nadeau

Vote: Unanimously in favor

10. REVIEW AND ACCEPT MINUTES:

June 12, 2024, Annual Town Meeting
June 20, 2024, Board of Selectmen's meeting.
June 26, 2026, 2024 Special Board of Selectmen's Meeting

Selectperson Denise Martin stated that during the June 26, 2024 meeting she stated that she supported the Sly Brook Road Substation project but said she added that she had three concerns about the project. Her concerns are:

- 1) Town match for grants are brought to the voters
- 2) The project does not result in an increase in the mil rate
- 3) Undesignated funds are not drained to finance the project

Motion was made by Denise Martin to accept the minutes of the June 12, 2024 Annual Town Meeting, the June 20, 2024 Board of Selectmen's meeting and the June 26, 2026 Special Board of Selectmen's meeting as amended to include Denise Martin's concerns, seconded by Denise Martin.

Vote: Unanimously in favor

11. REVIEW AND CONSIDER MUNICIPAL CABLE AGREEMENT

Shelley Winchenbach, Director of Government Affairs for Charter Communications, informed John that the Municipal Cable Agreement with the Town of Eagle Lake has expired and she is proposing a ten year agreement. John said that Town Meeting has authorized the Board of Selectmen enter into agreements of three years or less. Shelley stated that this is a renewal of our previous agreement with Charter Communications. John said that one option we have is to add the agreement to the Municipal Warrant for the July 31, 2024 Special Town Meeting.

Motioned by Paul Nadeau to approve the Municipal Cable Agreement with Charter Communications for a 10 year term and add the item as an article to the July 31, 2024 Municipal Warrant, seconded by Denise Martin

Vote: Unanimously in favor

12. REVIEW AND CONSIDER ACCEPTING GRANT FROM STEPHEN AND TABITHA KING FOUNDATION

John informed the Board that the Town of Eagle Lake has been awarded a \$25,000 grant from the Stephen and Tabitha King Foundation for provide funding for a battery operated Jaws of Life unit for the Eagle Lake Fire Department. John proposed adding a town meeting warrant article accepting the grant and using up to \$5,000.00 from Town of Eagle Lake ARPA funds to provide funding for the battery-operated Jaws of Life unit.

Motioned by Apryl Gagnon top accept the grant from the Stephen and Tabitha King Foundation and add a warrant article to the Special Town Meeting to dedicate the \$25,000 plus and additional \$5,000 from Town of Eagle Lake APRA funds and dedicate the full amount to purchase a Jaws of Life unit for the Eagle Lake Volunteer Fire Department, seconded Denise Martin.

Vote: Unanimously in favor

13. REVIEW AND CONSIDER SIGNING A WARRANT FOR A SPECIAL TOWN MEETING

John presented a warrant for a Special Town Meeting to the Board. John said that at the last meeting, the Board discussed having the Special Town Meeting to vote on moving forward with the Sly

Brook Road Substation. He added that that we can add the Municipal Cable Agreement with Charter Communications and the Stephen and Tabitha King grant with the additional amount from Town of Eagle Lake ARPA funds to purchase the battery-operated Jaws of Life unit for the fire department.

Motioned by Paul Nadeau to sign the warrant for a Special Town Meeting, seconded by Apryl Gagnon

Vote: Unanimously in favor

14. REVIEW AND CONSIDER RATIFYING THE HIRE OF ANGEL RICCIARDI FOR SUMMER RECREATION ASSISTANT

John stated that Angel Ricciardi applied for the Summer Recreation Assistant's position. John said that Angel is 18 years old and he feels that she will be a good fit for the program. John is asking the Board to ratify the hire of Angel Ricciardi as the Summer Recreation Assistant

Motioned by Apryl Gagnon to ratify the hire of Angel Ricciardi as the Summer Recreation Assistant, seconded by Paul Nadeau.

Vote: unanimously in favor.

15. REVIEW AND CONSIDER RATIFYING EMPLOYEE PAY RATES FOR 2024-25

John said that during Budget Season, a list of employee pay rates was presented to the Selectmen and Budget Committee. The number for administration salaries was approved by the legislative body at town meeting. John asked the Board to ratify the rates for the upcoming year.

Motioned by Apryl to ratify the employee pay rates for 2024-25, seconded by Denise Martin.

Vote: Unanimously in favor.

16. REVIEW AND CONSIDER REVIEW AND CONSIDER MOVING TRIO SOFTWARE TO TRIO WEB

John said that during budget season, the topic of moving over to Trio Web software was discussed. Funds were approved at town meeting to cover the cost of the upgrade. Trio Web has been out for some time. Eagle Lake still uses Trio Sequel. We have received word from Trio that they plan on discontinuing Sequel and when they do they will no longer provide updates. John said he recommends that we switch to Trio Web after Commitment.

Motioned by Paul Nadeau to move the Town of Eagle Lake's municipal operating software to Trio Web, seconded by Denise Martin.

Vote: Unanimously in favor.

17. REVIEW AND CONSIDER SIGNING AN OVERWEIGHT PERMIT FOR MAINE DEPARTMENT OF TRANSPORTATION

John said he received letter from Maine Department of Transportation informing him that they will be replacing a culvert on Route 11, 0.11 miles south of Makayla Derive in Eagle Lake. George Macdougall, Contracts and Specifications Engineer, informed John that this agreement would be in case the contractor needed to move a large piece of equipment that exceeded legal weight limits. George assured John that the bulk of the work would occur on Route 11. George said they send these agreements to municipalities to inform them of the work in their communities and to get permission in case an oversized load needs a municipal street to reach the work area. The Board discussed the permit and agreed to sign the permit with the understanding that any damage to town right of ways will be

repaired. John said that he will inform George of the decision and the Board's request. Motioned by Apryl Gagnon to sign the Over Limit Permit request providing that any damage done to Town of Eagle Lake roadways are repaired prior to completion of the project, seconded by Denise Martin.

Vote: Unanimously in favor.

18. REVIEW AND CONSIDER DISPOSING OF FORMER SCBA UNITS, BREATHABLE AIR COMPRESSOR AND FILLING STATION

John stated the Town of Eagle Lake was fortunate enough to receive a grant for new SCBAs, a new breathable air compressor and a filling station. We have town meeting approval to dispose of the older unit. Eagle Lake Fire Chief Robert St. Germain asked John to reach out to the Board and inform them that he would like to see the old unit removed from the fire house. The Board agreed that with the age of the equipment there would diffidently be a limited market for the old unit. John said he would reach out to the Aid to Firefighters program and see what our options are to dispose of the old units.

Motion made by Paul Nadeau to authorize John to look into disposing of the old SCBAs, breathable air compressor and filling station, seconded by Denise Martin.

Vote: Unanimously in favor.

19. SLY BROOK ROAD SUBSTATION UPDATE

John said that his next steps are to stake the lot and send the photos to Joshua Helms and Julia Perry at HUD to give an idea how the building fits on the lot. It will also show where the building will sit and how it will not affect any wetlands.

20. REVIEW AND CONSIDER SIGNING CERTIFICATES

John informed the Board that he has certificates for outgoing Board members Jennifer Cole and Wendy Dube. He also has one for Cindi Francis for staying on beyond her two weeks' notice until we could fill her position. However, they are not finished and he would rather wait until next month rather than produce certificates that are poor quality. John said he was removing this item from the agenda.

21. OTHER BUSINESS

John informed the Board that he just received a permit for a catering permit from Big Rick's in Madawaska. He is requesting a permit to serve alcohol at the pavilion on August 17, 2024 to raise money for the Edgar Paradis Cancer Fund. John apologized to the Board for the late arrival, but the application cannot wait for the next scheduled meeting on August 21, 2024. John said one possible option was to review the application and schedule another Selectmen's meeting to sign it. John stated that Rick gave John a copy of his insurance policy.

Moved by Apryl Gagnon to sign the catering permit, seconded by Denise Martin.

Vote: Unanimously in favor.

22 ADJOURN

Meeting adjourned at 8:45 p.m.