TOWN OF EAGLE LAKET

**BOARD OF SELECTMEN’S MEETING**

**August 19, 2020**

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

 The Board members present included: Arthur Carroll, Wendy Dube, Jennifer Dube,

 and Raymond Saucier.

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

 Clerk.

2. ACCEPT THE RESIGNATION OF SELECTMAN APRYL GAGNON FROM THE

 BOARD OF SELECTBOARD AND REVIEW CRITICAL DATES FOR THE

 MUNICIPAL ELECTION.

 Apryl Gagnon resigned her position on the Board of Selectmen to accept the position

 of full time Deputy Town Clerk.

 Moved by Wendy Dube to accept Apryl Gagnon’s resignation from the Board of

 Selectmen, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 John Sutherland updated the Board on the critical dates for the Municipal Election

 occurring simultaneously with the Presidential Election, November 3, 2020.

 Nomination papers are now available and they are due back by to the Town Clerk by

 September 18, 2020.

 3. AID TO FIREFIGHTERS GRANT UPDATE

 John updated the Board that the grant was officially accepted by Town of

 Eagle Lake. Rene updated the Selectmen on his discussions with vendors seeking

 to provide bids on the new unit. Rene discussed pricing and how the vendors planned

 on warrantying and servicing the unit if their firm was the successful bidder.

 The Board stated that their biggest concern is the end price of the new unit. The

 Board felt that a price cap would help guide the process of creating the specs of a

 new unit. Moved by Raymond Saucier to put a cap on the price of the new fire

 truck at $ 250,000.00, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 4. PUBLIC COMMENT

 Maurice Pelletier requested to address the Board. He said that he felt harassed by Town

 Manager John Sutherland to clean up his property. Maurice stated that the cleanup will

 happen because his wife said that it had to happen. Arthur Carroll replied that the Board

 received numerous complaints regarding his property and action needs to be taken to clean it

 up. If Maurice does not take action, then the town will take action against him. He added

 that the town manager was directed by the Board to follow up on Maurice’s unlicensed junk

 yard. Arthur recommended that Maurice present the Selectmen with a written plan of action

 that will lead to the property being cleaned up.

 5. SIGN COMMITMENT

 Town Manager John Sutherland presented the 2020-21 Tax Commitment to the Board of

 Selectmen. After reviewing the Commitment, John recommended to the Board a mill rate of

 16.1 for the upcoming year. Moved by Wendy Dube to accept and sign the 2020-21

 Commitment and set the mil rate at 16.1 for the upcoming year, seconded by Raymond

 Saucier.

 Vote: Unanimously in favor.

 6. SCENIC BY-WAY DESIGNATION

 Fred Michaud, Policy Development Specialist, Scenic Byways Coordinator from the Bureau

 of Planning, spoke to the Board about a project to combine the St. John Valley Cultural

 Byway and the Fish River Scenic Byway. Both Byways are being reviewed by the Federal

 Highway Administration as a single byway for likely designation as a National Scenic

 Byway. Attempts to merge the two names into one is nearly impossible. Up for

 consideration is the name “L’Acadie du Nord National Scenic Byway/Acadia of the North

 National Scenic Byway.” Fred explained since the word “cultural” is not a strong

 marketing hook, the notion of replacing it and calling out the name in French and

 English points to something unique about these byways.  This will pique the curiosity

 of tourists who are looking for places to visit. Fred Michaud would like a letter from the

 Town of Eagle Lake to Maine DOT Commissioner Bruce Van Note to support the requested

 name change. Moved by Wendy Dube to have John Sutherland write a letter to Maine DOT

 Commissioner Bruce Van Note in support of the name change, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

7. TOWN MANAGER’S REPORT

 UPDATE

1. Micro Loan

John stated that Micro Loan accounts are current.

1. Pond Brook Estates

John Sutherland discussed issues that he is having with one of the tenants. Her dog

was not on a leash and threatened a visitor of one of the neighboring tenants. One of her neighbors complained about her playing loud music. John informed her that her behavior issues were close to getting her evicted. John also stated that she is behind on her rent. John stated that he began discussing eviction options with town attorney Frank Bemis. The first step is to issue a Notice to Quit to her and give her a timetable for vacating the property.

1. Roads

Branches were found in the road towards the end of Old Main Street. John instructed Chris and Fred to remove them from the roadway as they were creating a hazard. He is unable to identify which residence the branches came from.

1. NASWA

The new trailer was delivered last week and placed into service. Reynold Hebert put signs up that ash cannot be placed in the trailer and must be dumped in a separate pile. There were two quotes for the electrical on the recycling building. The NASWA Board went with the lowest quote. PDQ will be up next week to install the overhead door.

1. Eagle Lake Fire Department

Fires:

The Eagle Lake Fire Department responded to two calls over the last month. One was a mutual aid request for a lift assist from Ambulance Services Incorporated to help with an elderly female who had fallen. The second was for a forest fire in Wallagrass. Mutual aid from Fort Kent Fire and Maine Forestry resulted in a quick put out with a limited area effected. The fire was determined to be arson. A person admitted to setting the fire and will be billed for the Eagle Lake Fire Department.

Training:

Rene informed John that he held his Emergency Vehicle Operator’s Course training and all of his operators passed. This month, he plans on doing a training on the new JAWS unit that was donated to us from Limestone Fire Department. The training will be held on Sunday, August 23, 2020 at 8:00 a.m. at the Eagle Lake Fire Department.

1. Town Facilities

Chris and Fred have been cleaning up the Tennis Courts. They are working on the surface sealing cracks, removing moss and adding sealer to the pavement. Next, they will do measurements and draw lines. The plan is to complete one-half of the Tennis Court this year and finish the other half next year. The plan is to work on the basketball court next. The slide on the playground is being monitored for a crack. The cost to fix it would be $7,000.00. The Board suggested talking to someone who repairs boats. John will look into this.

8. MONTHLY FINANCIALS-July 2020

 Review monthly financials for July.

1. Bank Reconciliations

Moved by Wendy Dube to accept the Bank Reconciliations for Eagle Lake, Pond Brook and Sample Check Audit for July and table financials for the next meeting, seconded by Jennifer Dube.

Vote: Unanimously in favor.

1. Pond Brook Reconciliation

See above a.

1. Sample Check Audit

See above a.

1. Sign Warrants

Moved by Jennifer Dube to accept Warrants for Eagle Lake and Pond Brook, seconded by Raymond Saucier.

Vote: Unanimously in favor.

1. Microloan

Moved by Wendy Dube to accept the Microloan Reconciliation, seconded by Jennifer Dube.

Vote: Unanimously in favor.

 9. APPROVE THE MINUTES OF JULY 22, 2020 SELECTMEN’S MEETING

 APPROVE THE MINUTES OF AUGUST 12, 2020 SELECTMEN’S MEETING

 Moved by Raymond Saucier to accept the Meeting Minutes from July 22, 2020, seconded

 by Jennifer Dube

 Vote: Unanimously in favor.

 Moved by Jennifer Dube to accept the Meeting Minutes from August 12, 2020, seconded

 by Raymond Saucier

 Vote: unanimously in favor.

 10. REVIEW AND CONSIDER BIDS FOR CULVERT REPLACEMENT ON OLD MAIN

 STREET.

 Simard Construction submitted the only bid for this project. The Board opened and

 reviewed the bid to replace cross culverts on Old Main Street.

 Simard Construction: Labor and Machinery: $ 13,690.00

 Cross Culvert Supplies and Materials: $ 14,078.86

 Total: $ 27,768.86

 Moved by Wendy Dube to table this bid until next meeting, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 11. REVIEW AND CONSIDER BIDS FOR COMMUNICATION AND PAGING UPGRADE

 A bid from Radio Communications Management Inc. was the only bid that came in. The Board opened and reviewed the bid for the communication and paging upgrade.

 Labor: $ 3,640.00

 Materials: $ 7,200.01

 Total: $10,884.01

 Moved by Wendy Dube to accept the bid from RCM for $ 10,884.01, seconded by Jennifer

 Dube.

 Vote: Unanimously in favor.

12. RATIFY DEPUTY PART-TIME CLERK’S AND TOWN MANAGER’S SALARY

 Moved by Wendy Dube to accept to ratify the part-time Deputy Clerk’s Salary. The Town Manager’s salary will remain at last year’s level. The Board will review the Town Manager’s salary in December to see if there is room in the budget for a raise, seconded by Jennifer Dube

 Vote: Unanimously in favor.

13. REVIEW AND CONSIDER RENTAL POLICY FOR POND BROOK ESTATES

 The Board reviewed a rental policy for Pond Brook Estates. The Board recommended that the policy be amended to state that after rent is late for two months, a meeting between the tenant and town manager will take place. If rent is late for three months, a second meeting with the town manager will take place and a plan to make the account current will be established. The Board will be advised of the situation. Rent that is four months late will be grounds for eviction. Moved by Wendy Dube to accept the revised Pond Brook Rental Policy, seconded by Jennifer Dube

 Vote: unanimously in favor.

14. OTHER BUSINESS

 The Board discussed the Winter Road Closure Ordinance. Future dates were discussed for updating the ordinance. Public Hearing dates were discussed for September 8 and prior to the Selectmen’s meeting on September 16. A special town meeting can be held on September 17, 2020 for town vote. John will check with MMA to determine if this schedule will meet the requirements. Moved by Wendy Dube to accept dates for Public Hearing, Selectmen Meeting, and Town Meeting, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 Tamilee Sutherland inquired if the Recreation Department could have a pumpkin carving event like last year. The Board had concerns about masks and social distancing. This year, the event would be outside and social distancing will be accomplished by having one family to a table and placing each table six feet apart. The Board decided to table the decision until the September meeting to see how the first month of school goes.

 The Board discussed paving on Sly Brook Road. It is understood that paving will only begin at the Eagle Lake town line and go forward. The Board asked John to reach out to representatives from New Canada and Wallagrass and see if they would agree to join Eagle Lake to submit a letter to the State to see if the entire road can be repaved.

 A local property owner is asking the Board to consider taking down the trees around the Memorial Park because the spills are falling on his property and creating a mess. The Board stated that they are against cutting healthy trees. If the property owner has an issue, he can attend a future Board meeting to discuss, it.

 The Board reviewed different dollar amounts for selling Pond Brook Estates. Each option requires the Town of Eagle Lake to continue contributing financially to the bond payment.

 John explained that since there is a bond on Pond Brook Estates, the town is committed to paying interest and principle for the length of the bond.

15. Adjourn

 Moved by Wendy Dube to adjourn, seconded by Jennifer Dube

 Vote: Unanimously in favor.