



**TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
April 15, 2025**

1. CALL MEETING TO ORDER AT 5:30 P.M.

The meeting was called to order by Eagle Lake Vice Chair Apryl Gagnon at **5:30 P.M.**
Board members present included: Apryl Gagnon, Paul Nadeau and Raymond Saucier.
Eagle Lake Board Chair Arthur Carroll was present via ZOOM Video Conferencing

Eagle Lake Board Chair Arthur Carroll stated that since he is participating via ZOOM Video Conferencing, he is asking Vice Chair Apryl Gagnon to conduct the meeting tonight. Apryl agreed and took over the meeting.

Others present included: Eagle Lake resident Thomas Ripp, Eagle Lake part time Deputy Clerk Retta Stetler and Town Manager, John Sutherland

**2 TOWN MANAGER'S REPORT
UPDATES**

a. Micro Loan

Eagle Lake Town Manager John Sutherland updated the Board on the following Micro Loan Accounts:

TR02122020 – John spoke to him regarding his Micro Loan status. He was informed that this is his slow time. It comes on top of a slow winter due to lack of snowfall.

LR05012009- We received a payment this month

JS11122021 We received a payment this month.

VLD08102023 We received a payment this month.

RS10072020 Made a payment on March 28, 2025, but deposited April 1st.

DKL012809 We received two payments totaling \$1,250 in April. His account is now caught up until September 2025. This transaction will show up on next Month's reconciliation.

John informed the Board that he can add a report that shows the payments made during a month. The payments can be compared to the deposits slips for accuracy.

b. Pond Brook Estates

Chris continues to work in apartment 2 as time allows.

Louise Fournier moved into apartment 6 and she is settling in.

Alan Boutot moved out of apartment 12. Laurie Boutot Belanger is staying. Allen asked me to take his name off the lease.

John added that Katie MacIver, in Apartment #3, was planning on addressing the Board but she had a conflict with Tuesday evenings. John said that he will put her on the May Agenda.

c. Roads.

The Road Committee met and made the following recommendations for the upcoming summer season:

Devoe Brook Road- Work from Route 11 to 39 Devoe Brook Road. Replace culverts, divert water away from the Route 11 intersection, remove a soft spot by the first driveway of rec building, remove a hump in the road by front of Town Office driveway, work on the intersection of Forest View Drive and Devoe Brook Road and pave when work is completed.

Summer Street – Bring gravel in to build road up so water does not collect from Albert Street to the Apartments

Deprey Road- Remove material and rebuild the base of the road from Route 11 to just before Wayne Sirois' home. Project will be complicated by a Consolidated Communications underground cable.

d. NASWA

NASWA winter hours are 8-5:00 p.m. on Saturday.

Transfer Station Update

NASWA continues to look for a transfer station manager and attendant. Unfortunately, NASWA will not be able to offer Community Clean Up Day or Summer Hours until a new Manager and Attendant are in place.

Community Clean Up day and Summer Hours

The Board of Directors for NASWA determined Summer Hours at the transfer station begin on Wednesday, May 14, 2025. Community Clean Up Day is scheduled for Saturday, May 17, 2025. Both of these dates are contingent on NASWA getting a new Manager and Attendant in place .

e. Eagle Lake Fire Department

Eagle Lake Fire Chief Robert St. Germain informed me that he had two calls during the previous month. Both calls were for ambulance assists.

Training for the Month of April will be held on Sunday, April 27, 2025. He plans on doing pump training either at the Board Landing or the beach. He has a turbo draft that allows him to double his water intake. This will be a huge asset when he is filling the Freightliner's 3000-gallon water tank.

3. MONTHLY FINANCIALS – March 2025

Review monthly financials for March 2025

a. Bank Reconciliations; Including Pond Brook:

The Board reviewed the Bank Reconciliations for the Town of Eagle Lake and Pond Brook Estates for the month of March 2025. Eagle Lake Vice Chair Apryl Gagnon asked the Board if they had a chance to review the bank reconciliations for Pond Brook Estates and the Town of Eagle Lake for the month of March 2025. Hearing no issues, Apryl asked for a motion.

Motion made by Raymond Saucier to approve both the Town of Eagle Lake and Pond Brook Estates Bank Reconciliations for the month of March 2025, seconded by Paul Nadeau.

Vote: Unanimously in favor.

b. Sample Check Audit

The Board reviewed the Sample Check Audit for the Town of Eagle Lake and Pond Brook Estates for the month of March 2025.

Motion made by Arthur Carroll to approve the Sample Check Audit for the Town of Eagle Lake and Pond Brook Estates for the month of March 2025, seconded by Ray Saucier.

Vote: Unanimously in favor

c. Sign Warrants

The Board reviewed the warrants for March 2025. Eagle Lake Vice Chair Apryl Gagnon asked if everyone had an opportunity to review them. The Board said they did and had no issues. Apryl asked if an invoice from the Town of Eagle Lake could be added to reflect the income the Town of Eagle Lake received for providing winter maintenance for Pond Brook Estates. John said he will make sure one is added.

Motion made by Paul Nadeau to approve the warrants for March 2025 for the Town of Eagle Lake, seconded by Raymond Saucier.

Vote: Unanimously in favor.

Motion made by Raymond Saucier to approve the warrants for March 2025 for Pond Brook Estates, seconded by Paul Nadeau.

Vote: Unanimously in favor.

d. Microloan

Eagle Lake Vice Chair Apryl Gagnon asked the Board if everyone had an opportunity to review the Micro Loan Reconciliation. The Board agreed and stated they had issues or concerns. Hearing that, Apryl asked for a vote to approve the Micro Loan Reconciliations.

Motion made by Paul Nadeau to approve the Micro Loan reconciliation for March 2025, seconded by Raymond Saucier.

Vote: Unanimously Approved.

4. PUBLIC COMMENT

Eagle Lake resident Thomas Ripp was the only member of the public present. Thomas was asked if he had any questions or comments. Thomas replied that he had none.

5. REVIEW AND ACCEPT MINUTES:

March 19, 2025 BOARD OF SELECTMEN'S MEETING

March 26, 2025 SPECIAL BOARD OF SELECTMEN'S MEETING

Eagle Lake Town Manager John Sutherland reminded the Board that the March 19, 2025 meeting was the Board's regular monthly meeting for the month of March and the March 26, 2025 Board of Selectmen's meeting involved an Executive Session. Eagle Lake Vice Chair Apryl Gagnon asked for a vote on the minutes of March 19, 2025. Motion made by Paul Nadeau to accept the minutes of March 19, 2025 as written, seconded by Raymond Saucier.

Vote: Unanimously Approved.

Eagle Lake Vice Chair Apryl Gagnon asked for a vote on the minutes of March 26, 2025. Motion made by Paul Nadeau to accept the minutes of March 26, 2025 as written, seconded by Raymond Saucier.

Vote: Unanimously Approved.

6. REVIEW AND CONSIDER PREPAYING FOR A TRUCKLOAD OF COLD PATCH
- John stated that during the previous two years, we have been purchasing cold patch by the truckload. This has worked out much better for us then buying it by the bag. We have a charge account at the Northeast Paving plant in Presque Isle, but the trucking company asks for payment via COD. I would like to request the Board of Selectmen allow us to purchase a truckload of cold patch and provide payment as requested. We can attach the invoice to the May meeting for Board approval.

Motion made by Raymond Saucier to authorize the Town Manager to prepay for a load of cold patch, seconded by Paul Nadeau.

Vote: Unanimously Approved.

7. REVIEW AND CONSIDER REQUEST BY SLY BROOK ROAD PLOWING CONTRACTOR CODY DUBOIS

John informed the Board that Eagle Lake plowing contractor Cody Dubois received a notice that the Town of Wallagrass will be charging him \$1,200 to store sand at their sand shed. Cody explained to John that this is an unexpected expense and not an item he budgeted for when he submitted his bid. He is asking for us to split the bill with him. John reminded the Board that when plowing contractor Fred Simard approached the Board with

an unplanned fuel increase, the Board agreed to help him out. The Board discussed the issue and agreed to help out our contractor.

Motion made by Raymond Saucier to assist Sly Brook Road plowing contractor Cody Dubois and pay one half, or \$600.00, of the sand storage fee imposed by the Town of Wallagrass, seconded by Paul Nadeau.

Vote: Unanimously Approved.

8. REVIEW AND APPROVE MICRO LOAN UPDATES

John stated that the Board has been reviewing language in our Micro Loan policy. The Board requested that the delinquency term be reduced. Other changes include provisions that loan recipients must have their personal property taxes up to date and if a business closes then the loan becomes due immediately. John stated that he thinks he has all of the items the Board requested. He said that he has the changes in red so they can be easily identified. John added that if the Board is comfortable with the changes we can vote to approve tonight or we can continue to review and vote to approve another night.

Motion made by Raymond Saucier to approve the updates to the Micro Loan policy and the notification schedule, seconded by Paul Nadeau.

Vote: Unanimously Approved.

9. REVIEW AND CONSIDER GOING OUT TO BID FOR MUNICIPAL GRADING

John informed the Board that it is that time of year again. Typically, we go out to bid in the spring for municipal grading to help the gravel roads recover from the long winter. The goal is to have the roads graded and in good shape for Memorial Day. The gravel roads include: Deprey Road, the top of Makayla Drive, the gravel portion of Devoe Brook Road to the Dickwood Lake Turn off, Gilmore Brook Road and the gravel portion of Sly Brook Road. John said he is recommending that we grade twice this summer. If we need additional grading, we can talk to our selected contractor. The Board informed John that Tom Pelletier noted that he knew of a couple of local grader contractors that may be interested in bidding. John said that he will send Tom a copy of the bid packet. Bids would be opened at the May 21, 2025 Board meeting.

Moved by Paul Nadeau to move forward with going to bid for municipal grading, seconded by Raymond Saucier.

Vote: Unanimously Approved.

10. REVIEW AND CONSIDER QUOTES FOR A WASHING MACHINE EXTRACTOR

John informed the Board that Eagle Lake Fire Chief Robert St. Germain received two quotes for an Extractor Washing Machine to wash the fire department's turnout gear. One is from Industrial Protective Services and the other is from Harrison Schrader Enterprises (HSE). John added that Eagle Lake Fire Chief Robert St. Germain stated that he spoke to the officers and they agreed to use money from the Fire Department's fundraising account to pay the additional amount not covered by the grant. John said that he will reach out to

HSE and see if the unit they are proposing has to have the Basic Dosing pump to operate. This will add an additional \$305.00 to their bid price.

Motion made by Paul Nadeau to move forward with ordering the extractor determined by the fire chief and Town Manager to be the best fit, seconded by Raymond Saucier.

Vote: Unanimously Approved.

11. REVIEW AND CONSIDER CDS GRANT APPLICATION FOR 2025

John informed the Board that Trisha House from Senator Susan Collins' office sent him an email informing him that applications for upcoming Congressional Delegation Spending grants are coming up. On a follow up conversation, Trisha mentioned that they typically do not do multiple funding rounds for the same project. John said that he reminded Trisha that our application was severely cut and that is creating a deficit. John also informed her that HUD Environmental Review Officer Josh Helms informed him that our project is not prioritized because at this time it is not considered fully funded. The application is due Midnight April 14, 2025. John said he began the application asking for an additional \$150,000. This amount and the \$250,000 that we were previously awarded is one half of our initial request. John said that it is also the amount that we will have to borrow to move the project forward. John said that he would like the Board's authorization to move forward with the grant application.

Motion made by Paul Nadeau to authorize the Town Manager to move forward with a Congressional Delegation Spending application for \$150,000, seconded by Raymond Saucier.

Vote: Unanimously Approved.

12. REVIEW AND CONSIDER SIGNING A WARRANT FOR A SPECIAL TOWN MEETING FOR THE SLY BROOK ROAD SUBSTATION

John said that the Board has been discussing having a Special Town Meeting to get legislative body approval for items pertaining to the Sly Brook Road Substation. Items include: Establishing a Sly Brook Road Substation Reserve account, dedicating reserve funds to the Substation account and borrowing up to \$150,000 for the Sly Brook Road Substation. If the \$40,000 gets approved at our annual town meeting, this will give us a budget of \$540,000 for the Sly Brook Road Substation. The Board reviewed the warrant and decided that May 7, 2025 would be the date for the Special Town Meeting.

Moved by Raymond Saucier to sign the warrant for a Special Town Meeting on May 7, 2025 to get legislative body approval for creating and moving funds to a Sly Brook Road Substation Reserve account, seconded by Paul Nadeau.

Vote: Unanimously Approved.

13. REVIEW AND CONSIDER A MUNICIPAL WARRANT FOR ANNUAL TOWN MEETING

John informed the Board that he is working on a warrant for Annual Town Meeting.

The Board will need to review it and consider if they wish to add any additional items to the warrant. Once they are satisfied, they will need to consider signing the warrant. John went over the warrant items and said that he had an additional one that he wants to add. This will roll over funds for road repairs to the 2025-26 Road Repair account. John said that he plans on having the final warrant for the Board to review and sign at the May 21, 2025 Board of Selectmen's meeting.

14. REVIEW AND CONSIDER AIVEST SITE PLAN

John informed the Board that HUD Environmental Review Officer Joshua Helms is requesting we get an engineered site plan for the lot designated for the Sly Brook Road Substation. Shane McDougal prepared a site plan for NASWA as part of their DEP License Amendment. He did a great job and was much less than any other competitor. John talked to him regarding the substation lot and he sent me a quote for \$3,800. The price seems reasonable. John asked the Board to consider a quote of \$3,800 for AIVEST to do a site plan for the Sly Brook Road Substation.

Motion made by Raymond Saucier to move forward with AIVEST for a site plan for the Sly Brook Road Substation, seconded by Paul Nadeau.

Vote: Unanimously Approved.

15. SLY BROOK ROAD FIRE DEPARTMENT SUBSTATION UPDATE

John informed the Board that at this time here is where the substation currently stands: Our grant application to Northern Borders Region Commission (NBRC) was turned down. John said he knew it was a long shot going in but he tried anyways.

John is also working on a second round of Congressional Delegate Spending funds for \$150,000. Trisha House from Senator Collins' office informed him that they typically do not do two rounds of funding for one project. John said he replied that we were cut significantly from our original request of \$800,000 down to \$250,000 and if we are successful with our current request, the Town of Eagle Lake will be receiving less than one half of the amount we requested.

U.S.D.A. Rural Development: I reached out to Cheryl Barnes at the USDA's office in Presque Isle. Their interest Rates are currently 4.125% Cheryl informed me that USDA will require Bond Council for their loan. I checked with three other banks. Katahdin is offering 6%, Norstate is 6.25 and Acadia is 5.5 to 6.5%. If we finance \$150,000 at 6% or 10 years, our payment will be \$19,983.72 and 17,565.36 if we finance for 12 years.

We sent a letter to JD Irving Limited requesting assistance for the substation either financially or by donating materials. We have not heard a response to our request at this time.

16. OTHER BUSINESS

John informed the Board that he received a call from Gateway Title in Fort Kent regarding a lien release for Shane Ricciardi. The lien release is for 2023 taxes. John said that he looked into Trio and the taxes have been paid.

Moved by Paul Nadeau to move forward with signing a quitclaim release for Shane Ricciardi's property at 105 Old Main Street, seconded by Raymond Saucier.

Vote: Unanimously Approved.

John informed the Board that Matthew MacDonald is the owner of 1st Choice Baits. He currently is running his operation out of his garage in Fort Kent, Maine. Matthew is interested in relocating his business to the Eagle Lake Industrial Park. Matthew is interested in the steel building to house his business and expand his production. Previously the building housed a firewood processing company. It has been vacant for five years. John presented an information packet for 1st Choice Baits that Matthew had prepared for the Board to review. Matthew is hoping to be in the Industrial Park by July 1, 2025.

John informed the Board that J Rocheleau has also approached him regarding the steel building in the Industrial Park. Mr. Rocheleau currently operates a small cedar mill in Portage. He expressed an interest in moving his operation to Eagle Lake.

John presented the Board with the signature page for the Municipal Certified Ratio. The Board approved 74% as our certified ratio for the upcoming year. John forwarded the document to Eagle Lake Assessor Joe Salley who returned a signature page to John for the Board to sign.

Motion made by Raymond Saucier to sign the Municipal Certified Ratio signature page, seconded by Paul Nadeau.

Vote: Unanimously Approved.

17. ADJOURN