 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**May 21, 2025**

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

The meeting was called to order at 5:35 p.m. by Eagle Lake Board Chair Arthur Carroll who

was attending the meeting via ZOOM video conferencing. Board members present included:

Apryl Gagnon, Paul Nadeau and Raymond Saucier.

Others present included: Eagle Lake Town Manager John Sutherland, Eagle Lake Deputy

Clerk Retta Stetler and Eagle Lake residents Thomas Ripp, Peter Marquis, Moira Glover,

Ron Ricciardi, Amy Ricciardi and John Saucier. Josh Martin, Colleen Martin, Corey

Lathrop and Lee Buzzell attended the meeting via Zoom video conferencing.

2. PRESENTATION FROM 1st CHOICE BAITS

Matthew MacDonald and Lori Saucier own and operate 1st Choice Baits out of their home

in Fort Kent, Maine. They currently have outgrown their garage that they have been

currently operating in and are looking for a bigger space. They approached Eagle Lake

Town Manager John Sutherland about relocating to the Eagle Lake Industrial Park.

Matthew explained that he expects no more than four trucks per week. His goal is to

produce 12,000 5-gallon buckets of bait in one lobster season running from July until the

end of October. He added that he also has a partner in Honduras producing bait as well.

Matthew stated that he plans on doing moose hides in September and October. Odor will be

reduced by using a refrigerated trailer and processing the hides on the first day they are

received. He is currently doing pig skin hides and cow hides on a smaller scale. The Board

questioned where his current operation is located. Matthew replied that it is at his home in

Fort Kent known as Michigan settlement. The Board asked if it was possible to inspect the

current operation and Matthew had no issues with that. Matthew stated that the hides would

come in plastic IBC totes in a refrigerated trailer.

Wallagrass Resident Ron Ricciardi stated that he owned the road and the Town of Eagle

Lake had a utility easement deeded to them from Joey Martin. Ron added that he feels that

the less traffic, the better. He stated that since he is a guide, he knows what a moose hide

smells like.

Lori Saucier stated that there is a sewer treatment plant located next door and there are no

complaints of odor.

Amy Ricciardi asked Matthew how he removes the hair from the moose hides. Matthew

explained that he has a machine to process them.

Josh Martin attended via Zoom video conferencing. He added that he is a property owner on

Old Main Street. Josh asked Matthew if he planned on operating a USDA regulated facility.

That way he will be held to a set of standards that can be regulated. He added that trucks and

dust are going to happen . He feels that the problem is when the process falls apart. If they

are putting waste into a dumpster and the dumpster get dumped once a week. He said that he

is hoping to hear that a plan is being developed that will offer residents guarantees. He would

like to see more information and planning done before they are allowed to proceed. Lee

Buzzell also attended via Zoom Video Conferencing. He said that he owns property on Old

Main Street and visits Eagle Lake on the weekend.

John read a couple of letters from residents expressing concern as to how the new venture

in the Industrial Park would affect their properties on Old Main Street.

Eagle Lake Board Chair Arthur Carroll thanked everyone for their input into the meeting.

He said that he feels that before we go any further, a public hearing should be held to gather

more information prior to moving forward with 1st Choice Baits.

Moved by Raymond Saucier to table allowing 1st Choice Baits into the Eagle Lake

Industrial Park, seconded by Paul Nadeau.

Vote: Unanimously in favor

3. TOWN MANAGER’S REPORT

UPDATES

1. Micro Loan

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

TR02122020 – We received two payments in April. This brings his account up to February 2025.

LR05012009- We received a payment this month. She is paid up to March 2025

JS11122021 We received a payment of $300.00 this month. He is paid through January 2025.

VLD08102023 We received a payment this month. They are paid until May 2025.

RS10072020 - We received a $500 payment. His account is caught up.

DKL012809 - We received two payments totaling $1,250 in April. His account is now caught up until September 2025.

JD08092019- We received $360 this month. Their account is paid until March 2025

1. Pond Brook Estates

Chris continues to work in apartment 2 as time allows.

John said he spoke to Chris Cote about replacing some windows and sliding glass doors

this summer. We discussed replacing 10 windows and 3 rear doors. The company that

manufactured the original windows has gone out of business. This makes it difficult to

get parts to replace worn out items. At a future meeting, John will present the Board a

budget to replace 10 windows and 3 doors this summer.

Alan Boutot moved back into apartment 12.

Roads.

John informed the Board that Road postings are scheduled to come off May 15, 2025.

We still have soft spots on Devoe Brook Road and Convent Road. One soft spot is in

front of Michelle Raymond’s house.

John said that we will still need to do some ditching on Devoe Brook Road this summer.

d. NASWA

NASWA summer hours began Wednesday, May 14, 2025. The transfer station will be

open on Wednesday evenings from 5-8:00 p.m. and 8-5:00 p.m. on Saturday.

Transfer Station Update:

Michael Cole has been hired as the Transfer Station Manager and Jennifer Cole has been

hired as the Transfer Station Attendant.

Community Clean Up day and Summer Hours

The Board of Directors for NASWA determined Summer Hours are the transfer station

begin on Wednesday, May 14, 2025. Community Clean Up Day is scheduled for

Saturday, May 17, 2025.

e. Eagle Lake Fire Department

John stated that Eagle Lake Fire Chief Robert St. Germain informed him that the Eagle

Lake Fire Department responded to three calls last month. One was for a motor vehicle

accident in Wallagrass, the second was an automatic aid for a structure fire on Pearl

Street in Fort Kent, and the third was a forest fire that consumed 40 acres in the vicinity

of Hedgehog Mountain.

Fire Chief St. Germain said that there will be no Sunday trainings this month due

to the last Sunday being Memorial Day weekend. Eagle Lake Fire Department is part of

the parade. He added that on Wednesday, May 28, 2025, he plans on doing pump training

from the lake from 6-8:00 p.m.

4. MONTHLY FINANCIALS – April 2025

Review monthly financials for April 2025

1. 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 April 2025. Eagle Lake Board Chair Arthur Carroll asked the Board if they had a chance to review the Bank Reconciliations for the month of April. He began with bank reconciliations for the Town of Eagle Lake. He asked if anyone had any issues or concerns and if they were ready to vote. Apryl Gagnon motioned to approve the bank reconciliations for the month of April for the Town of Eagle Lake, seconded by Raymond Saucier.

Vote: Unanimously in favor.

Eagle Lake Board Chair Arthur Carroll asked if everyone was ready to vote to approve the bank reconciliations for Pond Brook Estates. Motion made by Paul Nadeau to approve the Pond Brook Estates bank reconciliations for the month of April 2025, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

1. Sample Check Audit

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

Motion made by Apryl Gagnon to approve the Sample Check Audit for the Town of Eagle Lake and Pond Brook Estates for the month of April 2025, seconded by Raymond Saucier.

Vote: Unanimously in favor

1. Sign Warrants

The Board reviewed the warrants for May 2025. Eagle Lake Board Chair Arthur Carroll asked if everyone had an opportunity to review them. The Board said they did and had no issues.

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

Vote: Unanimously in favor.

Motion made by Apryl Gagnon to approve the warrants for May 2025 for Pond Brook Estates, seconded by Raymond Saucier.

Vote: Unanimously in favor.

1. Microloan

Eagle Lake Board Chair Arthur Carroll asked the Board if everyone had an opportunity to review the Micro Loan Reconciliation. The Board agreed and stated they had no issues or concerns. Hearing that there was no issues with the Micro Loan Reconciliation, Arthur asked the Board if they were ready to vote.

Motion made by Apryl Gagnon to approve the Micro Loan reconciliation for the month of May 2025, seconded by Paul Nadeau.

Vote: Unanimously Approved.

5. PUBLIC COMMENT

The Board noted that there was no public in attendance at this time.

6. REVIEW AND ACCEPT MINUTES:

April 15, 2025 BOARD OF SELECTMEN’S MEETING

May 7, 2025 SPECIAL TOWN MEETING

Eagle Lake Town Manager John Sutherland informed the Board that the April 15, 2025

Meeting was the Board ‘s regular monthly meeting for April and the May 7, 2025 Special

Town Meeting was for establishing reserve accounts for the Sly Brook Road Substation.

Eagle Lake Board Chair Arthur Carroll asked the Board if they had a chance to review the

minutes of the April 15, 2025 Board of Selectmen’s meeting and if they were ready to vote.

Motion made by Apryl Gagnon to accept the minutes of April 15, 2025 Board of

Selectmen’s meeting as written, seconded by Raymond Saucier.

Vote: Unanimously Approved.

Arthur Carroll asked the Board if they were ready to approve the minutes of the May 7,

2025 Special Town Meeting.

Motion made by Apryl Gagnon to accept the minutes of May 7, 2025 Special Town

Meeting as written, seconded by Paul Nadeau.

Vote: Unanimously Approved.

7. REVIEW AND CONSIDER BIDS FOR MUNICIPAL GRADING

John informed the Board that he sent bid packets to Fred Simard, Sherbey Morris and

James Caron. Eagle Lake resident Tom Pelletier gave John the names of James Caron,

Sherbey Morris and said that Phil Corriveau was purchasing a grader. John said that he

reached out to Phil and Phil informed him that he was not purchasing a grader. John added

that we received bids from Fred Simard and Sherbey Morris. John added that the bids are

for two gradings. Eagle Lake Board Chair Arthur Carroll opened the bids and read them

aloud. Fred Simard bid $7,926 and Sherbey Morris bid $7,290.50.

Motion made by Raymond Saucier accept the bid from Sherbey Morris based on price,

seconded by Apryl Gagnon.

Vote: Unanimously Approved.

8. REVIEW AND CONSIDER BIDS FOR FORD F150

Eagle Lake Town Manager John Sutherland informed the Board that we received two bids

for the fire department’s Ford F150. One from John Peasley and one from Joey Daigle.

Eagle Lake Board Chair Arthur Carroll opened the bids and read them aloud. John Peasley

$ 2,123.55 and Joel Daigle $ 191.63

Motion made by Paul Nadeau to accept the bid from John Peasley for $2,123.55, seconded

by Raymond Saucier.

Vote: Unanimously Approved.

9.  REVIEW AND CONSIDER APPROVE THE BALLOT FOR THE JUNE 10, 2025

MUNICIPAL ELECTION

John presented the ballot for the upcoming municipal election for the Board to review.

Motion made by Paul Nadeau to approve the municipal ballot for the June 10, 2025

municipal election, seconded by Apryl Gagnon.

Vote: Unanimously Approved.

10. REVIEW AND CONSIDER NMDC APPOINTMENT

John stated that the Board will need to appoint a community representative to the

Northern Maine Development Commission’s Executive Board. John said that he has been

serving on the Board for the previous 6 years and he would be happy to serve again.

Motion made by Apryl Gagnon to appoint John Sutherland to the Northern Maine

Development Commission’s Executive Board, seconded by Raymond Saucier.

Vote: Unanimously Approved.

11. REVIEW AND CONSIDER APPOINTMENT OF ELECTION WARDEN AND

ELECTION CLERKS

Eagle Lake Town Manager John Sutherland informed the Board that Eagle Lake resident

Laurie Belanger-Boutot is willing to be an election clerk. Another Eagle Lake resident,

Anne Nadeau, is also interested in being an election clerk and Dana Nadeau is interested

in being the Election Warden. John said that he is asking the Board to appoint Laurie

Belanger-Boutot and Ann Nadeau as election clerks and Dana Nadeau as the election

warden to the 2025 municipal elections.

Motion by Apryl Gagnon to appoint Laurie Belanger-Boutot and Ann Nadeau as election

clerks and Dana Nadeau as Election Warden for the June 10, 2025 municipal elections,

seconded by Raymond Saucier.

Vote: Unanimously Approved.

12. REVIEW AND CONSIDER RATIFYING THE HIRE OF RETTA STETLER AS

DEPUTY CLERK

John stated that when the Town of Eagle Lake advertised for the full-time position, Eagle

Lake part time deputy clerk Retta Stetler requested to be interviewed for the position.

While we were sorting and interviewing applicants, Retta quietly stepped up and did the

job of full-time Deputy Clerk. She processed warrants for Selectmen’s meetings, assisted

in the municipal audit and did the bank reconciliations. John said that he would like the

Board of Selectmen to vote to ratify the hire of Retta Stetler as the full time Deputy Clerk.

Motion made by Raymond Saucier to ratify the hire of Retta Stetler as the full-time

deputy clerk, and advertise for a part time deputy clerk, seconded by Apryl Gagnon.

Vote: Unanimously Approved.

13. REVIEW AND CONSIDER SIGNING A WARRANT FOR ANNUAL TOWN

MEETING

John said that he included a copy of the proposed municipal warrant in the Board’s

packets for review. He added that the Board will need to review the warrant and

determine if any changes need to be made. John advised that he is recommending two

changes to the warrant. They are to articles 18 and 19. The Board reviewed the warrant

and decided no further changes were needed. John said that the warrant needs to be

signed tonight to meet posting requirements.

Motion made by Apryl Gagnon to sign the warrant, seconded by Raymond Saucier.

Vote: Unanimously Approved.

14. REVIEW AND CONSIDER SIGNING ATV CLUB LANDOWNER AGREEMENT

John informed the Board that Cindi Francis delivered a copy of the Landowner Agreement

between the Town of Eagle Lake and the Eagle Lake Trail Blazers ATV club. Each year,

the club must secure agreements between the club and the landowners that allow use of

their property for ATV trails. John stated that John Francis informed him that the ATV

club is using the same trails as last year.

Motion made by Paul Nadeau to sign the landowner agreement, seconded by Apryl

Gagnon.

Vote: Unanimously Approved.

15. REVIEW AND DISCUSS ANNA BOUCHER

Anna Boucher lives at 1120 Sly Brook Road. She allowed the Town of Eagle Lake to

install a dry hydrant on her property to access water from the lake. She also helps to

maintain the hydrant during the winter months by removing snow that the snowplow

pushes up against the hydrant. We pay Lyman Labbe $500 to maintain the dry hydrant in

Wallagrass. In the past, we paid Anna the same amount. John is recommending that we

do it again this year.

Motion made by Apryl Gagnon to pay Anna $500 for cleaning the dry hydrant this past

winter, seconded by Raymond Saucier.

Vote: Unanimously Approved.

John added that Anna brought an issue to Eagle Lake Code Enforcement Officer Bruce

Labbe and himself that where the beach was disturbed to install the dry hydrant erosion is

occurring. She is looking to add two truckloads of material to repair her beach. She is

asking the Town to split the $300 cost for the material. The Board discussed the matter

and noted that she has an issue with Eagle Lake Code Enforcement Officer Bruce Labbe

regarding a Shoreland Zone enforcement matter. The Board decided to table the issue until

the matter is resolved.

16 REVIEW AND CONSIDER SLY BROOK ROAD FIRE DPEARTMENT

SUBSTATION UPDATE

John said that following the Special Town Meeting, he contacted HUD Environmental

Review Officer Joshua Helms and updated him on the results and informing him that the

project is now fully funded. John said that he also informed him that his timeline is to get

the Environmental Review behind us, do the foundation and groundwork this summer, get

the walls up by fall and do the interior work over the winter months. John stated that he

was informed that Joshua Helms is no longer working for HUD. He said that he was

asked to send the minutes to HUD and they will be reaching out with a new point of

contact shortly.

John added that he spoke to Shane McDougal from AIVEST Engineering and asked him

for an update on when he will be able to send a copy of the Engineered Site Plans that

was requested by Joshua Helms.

17. OTHER BUSINESS

Eagle Lake resident Fred Michaud informed John that his family would like to rent the

pavilion from Sunday, July 21 to Friday, July 26, 2026 for a family reunion. Most of the

days are during the week and not on peak days. Fred was wondering if the Board would

consider reducing the fee for using the pavilion from 6 days to 3 days. He said he would

guarantee that the pavilion will be picked up and clean when they returned it.

Motion made by Apryl Gagnon to reduce the fee for the pavilion from 6 to 3 days,

seconded by Raymond Saucier

Vote: Unanimously Approved.

John stated that Eagle Lake Code Enforcement Office Bruce Labbe informed him that

he needs to appoint a couple of members to the Planning Board. Tom Roy informed

Bruce that he is no longer interested in being on the Planning Board and long time

Planning Board Chair John Martin has been ill. John Stetler has shown an interest in

being on the Planning Board. Bruce said that he has talked to a couple of other people

and he is hoping to provide John with additional names for the Selectmen to consider.

Bruce informed John that he needs to have a full Planning Board to begin reviewing and

approving building applications for this summer’s construction season. Eagle Lake

Board Chair Arthur Carroll offered Gary Voisine and David Lewis as two potential

Candidates. Arthur noted that Gary was on the Planning Board previously.

Motion made by Apryl Gagnon to nominate John Stetler, Gary Voisine and David Lewis

to the Eagle Lake Planning Board, seconded by Paul Nadeau.

Vote: Unanimously Approved.

John stated that Eagle Lake Fire Chief Robert St. Germain said that he is asking the

Board to consider paying Tyler Jandreau $500 to buff the scratches out of Truck 1 that

were incurred when responding to the forest fire. John said that Chief St. Germain said

that Tyler is hoping to get the check for Friday because prom is this weekend. Chief St.

Germain said that the funds could come from the fire department’s fund-raising account.

Motion made by Apryl Gagnon to pay Tyler Jandreau $500 to buff the scratches out of

Eagle Lake Truck 1 and authorize town employees to cut him a check from the fire

department’s fund-raising account by Friday May 23, 2025, seconded by Paul Nadeau.

Vote: Unanimously Approved.

John informed the Board that he received a request from Paper Talks magazine asking if

the Town of Eagle Lake would like to pay $250 for an ad. We paid for one last year.

Eagle Lake Selectman Paul Nadeau said he thought it would give the town some positive

press.

Motion made by Paul Nadeau to allocate $250 to sponsor an ad for the Town of Eagle

Lake in Paper Talks magazine, seconded by Raymond Saucier.

Vote: Unanimously Approved.

Eagle Lake Selectman Raymond Saucier said that work will keep him out of town from

Monday- Thursdays throughout the summer months. He said that he would like to

request that the Board consider having their monthly meetings on Fridays so he can

participate until September when his work schedule should be complete.

Motion made by Raymond Saucier to move Selectmen’s meeting to Friday evening

until further notice, seconded by Paul Nadeau.

Vote: Unanimously Approved.

Eagle Lake Selectman Apryl Gagnon asked John if he had an update on the status of

Pond River Road and the Industrial Park. John said that he planned on doing a follow up

with Ron Ricciardi on his claim that he owns the road. Eagle Lake Selectman Paul

Nadeau asked John to follow up with Michelle Raymond to see what information she

can provide. Due to her tenure on the Board she many have been involved when the

town acquired the property.

Eagle Lake Board Chair Arthur Carroll asked John for an update on a personnel issue

that the Board previously discussed. John stated that all personnel issues should be

discussed in Executive Session.

Motion made by Arthur Carroll to enter into Executive Session citing 1 M.R.S.A. 405 §

(6) (A) Personnel Matters, seconded by Raymond Saucier. The Board entered into

Executive Session at 7:48. The Board exited Executive Session at 8:05.

No decision was made as a result of the Executive Session.

18. ADJOURN