 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**June 21, 2023**

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

 Board members present included: Arthur Carroll, Wendy Dube, Jennifer Cole, Denise

 Martin, and Apryl Gagnon.

 Others present included: Town Manager John Sutherland, American Legion representative

 Rosaire Daigle and a number of residents from Sly Brook Road.

 Eagle Lake Town Manager John Sutherland called the meeting to order at 5:30 p.m.

 John opened the meeting and welcomed the newly elected Selectmen to the Board. John

 introduced Denise Martin and congratulated her on her election to the Board of Selectmen.

 John presented Denise with the oath paper and swore her in to the Board of Selectmen. John

 then introduced Apryl Gagnon. He congratulated her on her election to the Board of

 Selectmen. John swore Apryl in and welcomed her to the Board of Selectman.

2. ELECT A CHAIR AND VICE CHAIR FOR THE UPCOMING YEAR

 John asked for nominations for Board Chair for the upcoming year. Wendy Dube

 nominated Arthur Carroll for Board Chair, seconded by Jennifer Cole. After no other

 nominations were made, John closed nominations and asked for a vote. The vote was

 unanimous with Arthur Carroll abstaining. Arthur Carroll then took over the meeting and

 asked for nominations for Vice-Chair. Jennifer Cole nominated Wendy Dube for Vice-

 Chair, seconded by Denise Martin. The vote was unanimous with Wendy Dube abstaining.

3. PUBLIC HEARING FOR AN APPLICATION FOR A BOTTLE CLUB FOR SMART

 SOUCIE AMERICAN LEGION POST #176

 Arthur Carroll opened the Public Hearing at 5:38 p.m. Arthur announced that we received

 an application from Smart Soucie American Legion Post #176 for a Bottle Club. John added

 the Board reviewed and approved one for them last year. He stated a bottle club permit will

 allow them to hold functions where people can bring their own alcohol for consumption on

 premises. Rosaire Daigle attended the meeting as a representative for the American Legion.

 Arthur asked if anyone had any concerns with the application. There were no concerns

 noted. Arthur closed the Public Hearing at 5:46 p.m.

4. VOTE ON BOTTLE CLUB APPLICATION

 Arthur reopened the Board of Selectmen’s meeting at 5:46 p.m. Arthur asked how the Board

 felt regarding the bottle club application.

 Moved by Denise Martin to approve the Bottle Club application on behalf of Smart Soucie

 American Legion Post # 176, seconded by Jennifer Cole.

 Vote: Unanimously approved

5. TOWN MANAGER’S REPORT

 UPDATES

 a. Micro Loan.

 Account LR05012009 and account JS111222021 continue to be behind. Both accounts

 received their letters and made one payment each during the month. LR05012009

 added another payment by the end of the month. John informed the Board that

 JS111222021 will received another letter requesting that he inform the Board how he

 plans on making his account current. The Board requested John hand deliver the letter.

 All of the other accounts are current.

 b. Pond Brook Estates

 John informed the Board that Donald and Paula Vidito continue to occupy apartment

 12 at Pond Brook Estates. The thirty day eviction notice they received gives them until

 June 24, 2023 to vacate the apartment. They do have the right to challenge the eviction

 in court. John said that he has heard through mutual friends that they are looking for

 another rental.

 John informed the Board that Katie McIver in apartment 3, continues to pay an

 additional $150 per month as per her agreement with the Board of Selectmen to get her

 rent caught up.

 All other accounts are current at this time.

 c. Roads.

 John informed the Board that Fred Michaud and Robert Saucier used the remaining

 cold patch on Eagle Lake roadways. They also filled in the sidewalk in front of Russell

 Soucy’s store. John stated that Russell said thank you and he will fill in the remaining

 pot holes in his parking lot.

 John stated that Fred and Robert cleaned out the culvert at the water treatment plant on

 Red River Road.

 d. NASWA

 NASWA continues their summer hours at the transfer station. John added their next

 quarterly Board meeting is Thursday, June 22, 2023 at the Eagle Lake Town Office.

 John stated NASWA contacted AIM Recycling out of Bangor and Gallant Recycling

 out of New Brunswick to pick up a truck load of collected steel. AIM offered between

 $80 - $100 per ton and Gallant guaranteed $100 per ton. NASWA is waiting for

 Gallant to make arrangements to pick up the load.

 John informed the Board that NASWA installed four new cameras at the transfer

 station. The picture looks clear. NASWA transfer station manager Reynold Herbert can

 now see people dropping items off without paying, people in the metal pile after hours

 or if any more trailers catch fire we will be able to have an idea of who dumped items

 in the trailer that day.

 e. Eagle Lake Fire Department

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

 that his department had one call last month. A woman requested assistance due to

 being stuck with her wheel chair at the rest area on Route 11.

 Fire Chief St. Germain informed John that his next training is Sunday, June 25, 2023.

 He is doing pump training and search and rescue training.

 Robert informed John that he has been contacted to bring a truck to Wallagrass as part

 of their community’s Pond Fest.

 6. MONTHLY FINANCIALS - May 2023

 John reviewed the final Expense and Revenue numbers for the year. As of this meeting we

 Expect to have approximately $72,214.58 left in the expense account and we have 107,000

 over for revenue. John added that we have two more payrolls before the end of the year

 John added that he is currently estimating that we will be adding around $150,000 to

 undesignated at the end of the year. John said that he will not know the final number until

 the books are closed on 2022-23 at the end of the year.

 Review monthly financials for May 2023

 a. Bank Reconciliations; Including Pond Brook

 The Board reviewed the Bank Reconciliations for May. Moved by Wendy to accept the

 Bank Reconciliations for May for Eagle Lake and Pond Brook Estates, seconded by Apryl

 Gagnon.

 Vote: Unanimously approved.

 b. Sample Check Audit

 The Board reviewed the Sample Check Audit. Moved by Denise Martin to accept the

 Sample Check Audit, seconded by Apryl Gagnon.

 Vote: Unanimously approved.

c. Sign Warrants

 The Board reviewed the Warrants. Moved by Denise Martin to accept and sign the

 Warrants, seconded by Apryl Gagnon.

 Vote: Unanimously approved.

d. Microloan

 The Board reviewed the Micro Loan. John stated that one account was getting a letter. The

 Board asked John to hand deliver the letter to the account holder. Moved by Apryl Gagnon

 to accept the Micro Loan Reconciliation, second by Denise Martin.

 Vote: Unanimously approved.

 7. PUBLIC COMMENT

 Board Chair Arthur Carroll said he noticed the number of residents attending the meeting

 and thanked them for coming. He moved Public Comment to number three on the

 Agenda, right after the vote on the Bottle Club application by the American Legion.

 The residents were from Sly Brook Road and they wanted to comment on fire

 protection for Sly Brook Road and voiced their concerns for the fire department

 substation. Bill Loder spoke first and stated that Sly Brook residents were having

 difficulty obtaining homeowner’s insurance due to the distance to the Eagle Lake fire

 station. He stated that the time is 25 minutes by car and approximately 40 minutes by

 fire engine. Gilles Daigle asked how much the grant was for. Arthur Carroll replied that

 it is for $250,000 and it will go towards the fire station and emergency shelter.

 Adele Carroll added the concern is a public safety issue. The amount of time that it takes

 a fire engine to reach a residence on Sly Brook Road could lead to a fatality for a local

 resident. John Dumond stated that home owner’s insurance is difficult to obtain. If

 people are unable to insure their homes, property values could drop substantially. George

 Dumond said the issue will lower property values on both sides of the lake. ISO ratings

 are a 9 for properties beyond five miles from the fire station. An ISO rating of 10 means

 you are considered unprotected for fire coverage.

 John Peters stated that he was active on the fire department in Connecticut. His

 community experienced the same issues due to their remote location. John stated that he

 is 81 and even though he cannot continue to do what he could do when he was younger,

 he would still be willing to man the station when needed or to help at the emergency

 shelter. John recommended reaching out to Fort Kent Fire Chief Ed Endee on the

 potential costs of a substation.

 George Dumond added that the entire town needs to be concerned about the threat of

 property values dropping on Sly Brook Road. Currently 45 percent of the tax base comes

 from property on Sly Brook Road. He added that a number of homeowners continue to

 have issues getting insurance on their homes. He also noted that a substation will be an

 asset to the communities of Wallagrass and New Canada.

 Peter Pinette asked if there was communication between the Selectmen of Wallagrass and

 Eagle Lake. Eagle Lake Selectman Arthur Carroll replied that Wallagrass Selectman Paul

 Lozier informed him that manpower could also come from Wallagrass residents. Arthur

 added that previously there were concerns regarding if there would be enough manpower

 to support the station if it was built. Arthur said that he currently has 6 applications in

 hand from perspective volunteers.

 Dana Saucier added that two years ago a committee was formed by the Board of

 Selectmen to identify issues needing to be addressed before the Eagle Lake Fire

 Department could consider a substation on Sly Brook Road. The issues included:

 communications, the age of the units in the Eagle Lake Fire Department and the lack of

 a mutual aid agreement with Fort Kent. Since that time the Town of Eagle Lake

 received a grant to install two dry hydrants on Sly Brook Road, used grant funds to

 improve communications between the fire department and dispatch, received an Aid to

 Firefighters grant for the purchase of a new pumper tanker and updated SCBAs. An

 Automatic Aid agreement was agreed to with Fort Kent Fire Department that states Fort

 Kent Fire automatically rolls to a fire call in Eagle Lake and Eagle Lake does the same

 for Fort Kent. Dana stated that with these issues resolved he is confident that

 the Eagle Lake Fire Department is ready to move forward with the next step being

 adding the substation to Sly Brook Road.

 Gilles Daigle asked about the time frame to use the grant. Arthur replied that we have

 until August 31, 2031 to expend funds from the grant.

 Paul Nadeau encouraged the Board of Selectmen to continue to move forward with the

 project. He asked, “Why would we not want this?”

 8. REVIEW AND ACCEPT MINUTES:

 MAY 17, 2023 BOARD OF SELECTMEN’S MEETING

 MAY 30, 2023 SPECIAL BOARD OF SELECTMEN’S MEETING

 JUNE 14, 2023 ANNUAL TOWN MEETING

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

 each of the following minutes. Upon seeing that there were no issues or concerns, Arthur

 asked for a vote.

 Moved by Denise Martin to approve the minutes of May 17, May 30 and June 14, 2023,

 seconded by Apryl Gagnon.

 Vote: Unanimously Approved

 9. SET THE MEETING TIME AND DATE FOR SELECTMEN’S MEETINGS FOR THE

 UPCOMING YEAR.

 John stated the Board of Selectmen typically have their meetings on the third Wednesday

 of the month beginning at 5:30 p.m. It is up to the Board if this schedule continues to suit

 them.

 Moved by Wendy Dube to set the date of the Selectmen’s meeting to be the third

 Wednesday of the month and the time to be 5:30 p.m., seconded by Jennifer Dube.

 Vote: Unanimously Approved

 10. REVIEW AND CONSIDER PAYING THE FOLLOWING ITEMS PRIOR TO THE

 MONTHLY MUNICIPAL WARRANT

 John stated that BMV requires weekly payments, State of Maine – Moses is paid

 regularly on a monthly basis and Dave – Vitals is paid semiannually. John said that we

 ask the Board for permission each year to pay these items when due and place them on

 the municipal warrant for the Selectmen to approve.

 Moved by Denise Martin to allow municipal staff to pay BMV, Moses and Dave when

 due and place the items on the municipal warrant for the Board of Selectmen to review,

 seconded by Wendy Dube.

 Vote: Unanimously Approved

 11. REVIEW AND CONSIDER YEARLY MUNICIPAL APPOINTMENTS

 John stated that he provided the Board with a list of the municipal appointments for their

 review. The Board reviewed the list and expressed no issues or concerns.

 Moved by Denise Martin to approve the Yearly Municipal Appointments, seconded by

 Jennifer Cole.

 Vote: Unanimously Approved

 12. REVIEW AND CONSIDER FOURTH OF JULY COMMITTEE MEMBERS

 John stated that a group of Eagle Lake citizens is looking at putting together events to

 Celebrate the Fourth of July. They are looking at hosting events on Saturday, July 1,

 2023. The events include a boat parade, children’s events and venders at the pavilion and

 a fireworks display at the beach by Central Maine Pyrotechnics. The names of the

 committee members are: Katie Theriault, Carrie Savage Reeves, Sandra Pinette, Peter

 Pinette, Loni Nadeau, Apryl Gagnon and Betsy Nadeau.

 Moved by Wendy Dube to appoint Katie Theriault, Carrie Savage Reeves, Sandra Pinette,

 Peter Pinette, Loni Nadeau, Apryl Gagnon and Betsy Nadeau to the Fourth of July

 Committee, seconded by Denise Martin.

 Vote: Unanimously Approved

13. RATIFY THE FOLLOWING NEW HIRES

 John informed the Board that George Robert Saucier has been working with Fred Michaud

 part time assisting Fred in keeping our facilities maintained. John stated that Fred has been

 keeping him updated on George’s efforts and Fred stated that he has been impressed with

 George’s work.

 Moved by Wendy Dube to ratify the hire of George Robert Saucier as a part time

 maintenance summer hire, seconded by Apryl Gagnon.

 Vote: Unanimously Approved

 14. REVIEW AND CONSIDER BIDS FOR PAVING POND BROOK ESTATES PARKING

 LOT AND SIDEWALKS.

 John stated that the bid is for paving the parking lot and sidewalks at Pond Brook Estates.

 We received two bids, one for $54,500 from Robbie Morin Paving and one for $57,500

 from Caron’s Paving. The Board discussed looking at the lowest bid. John reminded the

 Board that both bids came in over projections. John added that we can finance the project

 over two years or reject both bids based on price and go out to bid next year.

 Moved by Wendy Dube to reject both bids based on price and go out to bid next year,

 seconded by Denise Martin.

 Vote: Unanimously Approved

 15. REVIEW AND CONSIDER PURCHASING A TRUCKLOAD OF COLD PACK

 John informed the Board that Fred and George have been using the remaining cold patch

 to fill pot holes on our roadways. Last year a truckload was ordered from Northeast

 Paving and delivered to the Town of Eagle Lake. Upon arrival, the driver asked for

 payment for the load of material and trucking it to Eagle Lake. This year, John would like

 permission to receive the load of patch, notify the Board of the cost and pay for the load

 upon receipt. John added that as soon as he gets the price for the load and transportation,

 he will notify the Board of the cost. That way when the Board sees the cost, they will not

 be surprised.

 Moved by Wendy Dube to purchase the load of cold patch and allow John to pay for the

 load upon delivery, seconded by Apryl Gagnon.

 Vote: Unanimously Approved

 16. REVIEW AND CONSIDER A SLY BROOK ROAD FIRE DEPARTMENT SUB

 STATION

 John informed the Board that this is a follow up to the conversation that was held as part

 of Public Comment. John said that the Town of Eagle Lake has to formally vote to accept

 the $250,000 grant for the Sly Brook Road Fire Department Sub Station and Emergency

 Shelter. Arthur Carroll added that he had a gentleman offer the Town of Eagle Lake a

 2 acre piece of property to locate the substation. The property sits behind the Town of

 Eagle Lake bulletin board. John added that once the property is secure, we will need to

 look at additional forms of financing to offset the cost of the new substation. John also

 added that we will need to begin a series of public hearings to begin informing residents

 on the project going forward. John said he feels that it will be beneficial if residents hear

 it directly from the Board in a Public Hearing rather than through the local rumor mill.

 Moved by Denise Martin to sign the formal acceptance of the grant and move forward

 with the Sly Brook Road Sub Station and Emergency Shelter, second by Jennifer Cole.

 Vote: Unanimously Approved

17. REVIEW AND CONSIDER CLOSING THE TOWN OFFICE ON JUNE 30, 2023 FOR

 YEAR END

 John informed the Board that Year End for the Town Office will be Friday, June 30,

 2023. This is the day that everything from year 2022-23 is finalized and 2023-24 is

 entered into the computer. John stated that due to year end close out we will not be able

 to conduct any town business that day so he is asking the Board for permission to close

 the town office to the outside public.

 Moved by Apryl Gagnon to close the Town Office on Friday, June 30, 2023 for year

 end, seconded by Jennifer Cole.

 Vote: Unanimously Approved

18. OTHER BUSINESS

 John informed the Board that as part of year end, he will need a Special Selectmen’s

 meeting to sign a warrant for the final expenses of 2022-23. These items will be date

 sensitive and pertain to the 2022-23 budget. He will let the Board know the time and

 date of the meeting.

 John informed the Board that he is working with Eagle Lake Assessor Joe Sally to

 prepare for the upcoming tax commitment. John stated that his goal is to have the 2023-

 24 commitment for the Board to sign at their August meeting on August 16, 2023.

 John informed the Board that he is leaving for a trip to Florida to join family

 for a celebration of life for his wife’s sister who passed away earlier this year. John

 stated that he plans on being gone from July 11 to July 21. He said that he plans on

 returning Monday, July 24, 2023.

19. EXECUTIVE SESSION 1 M.R.S.A. 405 § (6) (A) PERSONNEL MATTERS

 Consider Employee Hire

 Apryl Gagnon moved to go into Executive Session to discuss an employee hire,

 seconded by Denis Martin. The Board went into Executive Session at 7:44 p.m.

 The Board came out of Executive Session at 8:04 p.m.

 As a result of Executive Session Arthur Carroll moved to extend an offer for the

 Maintenance position including the following:

 $18.25 to start and hold for 90 days, then go up to $ 20 per hour

 Employee can keep his original start date,

 Hours will be 40 hours during the summer months and 32 during the winter months

 Employee is to turn in a weekly work sheet

 Motion was seconded by Apryl Gagnon.

 Vote: 4-1 in favor of hiring.

20. ADJOURN

 Moved by Wendy Dube to adjourn at 8:07 p.m., seconded by Jennifer Cole.

 Meeting adjourned at 8:07 p.m.