 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

 **NOVEMBER 15, 2023**

**1**. The meeting was called to order by Board Chair, Arthur Carroll at **5:31** P.M.

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

 Martin and Apryl Gagnon.

 Others Present Included: Eagle Lake residents Louis Albert and Paul Nadeau, Town Manager, John

 Sutherland and Deputy Clerk, Rita Ricciardi.

**2**. **MEMORIAL PARK UPDATE:**

John updated the Board on the efforts of the Memorial Park Committee. John said that he wanted to present the ideas that the Memorial Park Committee generated and get the Board of Selectmen’s input. John said he spoke to Lajoie Funeral Home to get a quote on cleaning and re-lettering the monument. The concrete slab that the monument rests on is beginning to deteriorate and the monument is starting to shift. The solution is to pick up the monument, remove and replace the base and reset the monument on the new base. Brick pavers could be added from Route 11 to the monument. Names of people who served could be added to the pavers. This could be a fund raiser for the Legion. John added that there is a circular rock and concrete base that is cracking and beginning to shift. John spoke to Maurice Pelletier and asked for the history of the base. Maurice said that it was for the flagpole at the former school. John said based on that information, the committee is recommending to the Board that the item be removed, the committee is also recommending

 adding a 16’ gazebo and possibly a playground for children to play on. A public hearing in the spring, possibly March or April, could be used to get public input on the project. John reminded the Board that funding for the project will come from $15,000 of Town of Eagle Lake ARPA funds secured by the legislative body at town meeting and a $15,000 grant from Aroostook County ARPA funds.

 The Board expressed appreciation to the committee for their efforts and had no objections or concerns with the proposed project.

**3. PUBLIC COMMENT**

Paul Nadeau and Louis Albert are residents of Sly Brook Road. Paul stated that they are attending the

 meeting to get an update on the proposed fire department substation. John replied that the Town is looking

 at a 2 acre parcel located behind the town bulletin board on Sly Brook Road to build a fire department

 substation and an emergency shelter. Soil testing has been done on the site and the results determined that it

 is a buildable site. The Town of Eagle Lake received a $250,000 grant to help build the new substation. The

 site still needs an Environmental Review to satisfy HUD requirements. John added that he will work on the

 review this winter. Arthur and John met with Darren Woods to discuss what needs to be done and the

 obstacles he faced while he was constructing three fire department substations to serve the Unorganized

 Territories. Darren said the biggest concern is firefighters to man the station. Louis Albert asked

 what the requirements are to become a firefighter with regards to age and physical ability. Paul Nadeau

 asked why additional staffing is needed and why the current staff would not just use the new substation if

 fire is in that area. John replied that the backbone issue for the new substation is to improve response time.

 The response time will not be imprtoved significantly if firefighters still have to travel around the lake to get

 to the scene. Paul Nadeau stated his priorities are safety for his family and insurance.Louis Albert advised

 that no new policy coverage is being issued by Liberty Mutual for Sly Brook Road residents. During the

 conversation it was suggested that we send out letters to Sly Brook residents, as well as Wallagrass, Soldier

 Pond & New Canada requesting information on possible volunteers.The Board thanked Louis Albert and

 Paul Nadeau for their input and attendance.The Board still shows a lot of concern about the need for

 firemen from Sly Brook Road in order to make this substation happen.

**4. TOWN MANAGER’S REPORT UPDATES**

 a. **Micro Loan**

John advised the Board that account DKL012809 made his account current. John added that account JS11122021 recently made a payment, but is consistently running three months behind. The Board asked John to reach out to the account holder and ask him what his plans are to make his account current.

 b. **Pond Brook Estates**

 John updated the Board on the progress to get apartments 12 and 9 ready for tenants. Chris is

 continuing to work on apartment 12. He is cleaning the heating radiators, the appliances and all of

 the ventilation fans. Then he will need to clean and wax the floors. John added that George is

 beginning to work on getting apartment 9 ready for painting. John added that apartment 9 is going to

 be much easier than apartment 12. However, John cautioned that as we get into the winter season,

 outside maintenance will take up more of Chris’s time leaving him with less time to clean the

 apartments.

 **c. Roads**

 John noted that there is no further evidence of beaver activity on Red River and Gilmore

 Brook Roads. Road side mowing by Fred Simard has started on Devoe Brook and Makayla Drive.

 Water was backing up in the ditch on Sly Brook Road. near Loons Echo. Corriveau Construction has

 addressed the issue and Selectman Arthur Carroll said that he went over to look at the work and was

 impressed by the work Phil Corriveau has done.

 d. **N.A.S.W.A.**

 N.A.S.W.A. Board of Directors held a special Board meeting on Thursday, November 9th to discuss

 moving forward with the purchase of a used 2006 Case 580 backhoe from Frank Martin and Sons to

 replace the 1990 Caterpillar IT28 loader that N.A.S.W.A. currently owns. Lead man Reynold Hebert

 stated that the backhoe is more versatile for him. The NASWA Board voiced their concerns on the

 age of their current loader. They voted to approve the purchase. John will reach out to Craig Staples

 to get the loan paperwork going.

e. **Eagle Lake Fire Department**

 The Eagle Lake Fire Department responded to one call during the previous month. It was for an

 automatic aid call for a chimney fire in St. Francis. The fire department was turned around and

 asked to return to base by Fort Kent Fire Department.

 John informed the Board that training will be held on Sunday, November 26, 2023 for cold

 weather and chimney fires.

John stated that Eagle Lake Fire Chief Robert St. Germain has informed him that Jacob Sol

has passed Firefighter I & II training.

 No questions or comments were made by the board with regards to the Town Manager’s report.

**5**. **MONTHLY FINANCIALS**

The Board reviewed monthly financials for the month of October 2023. After a discussion by the Board,

 regarding the Expense Report, it was decided to table approving of financials until the November Expense

 Report can be reviewed at the December Board of Selectmen’s meeting. At that time, both October and

 November’s financial reports will be reviewed. There were no questions regarding the October General

 Ledger and Revenues reports from the Board.

1. **Bank Reconciliation**

The Board reviewed Bank Reconciliations for October 2023. Eagle Lake Selectman Arthur Carroll requested that the outstanding checks sheet be labeled going forward for less confusion.

Moved by Wendy Dube to approve Town of Eagle Lake Bank Reconciliation for October 2023, 2nd by Denise Martin.

Vote: Unanimously in favor.

Motion made by Wendy Dube to approve Pond Brook Bank Reconciliation for October 2023, 2nd by Denise Martin.

Vote: Unanimously in favor.

1. **Sample Check Audit**

Moved by Denise Martin to approve the Town of Eagle Lake & Pond Brook check audits for October 2023, 2nd by Apryl Gagnon.

Vote: Unanimously in favor.

1. **Sign Warrants**

Moved by Denise Martin to approve signing of the warrants, 2nd by Apryl Gagnon.

Vote: Unanimously in favor.

1. **Micro Loan**

The Board discussed account number TR02122020. The account continues to accrue interest & late fees. The Board temporarily suspended payments on the account until the client can rebuild his store that was destroyed by fire. The Board agreed that once the business reopens, John should sit down with the account holder top see how he wishes to proceed going forward.

John informed the Board that while reviewing items for the upcoming Municipal Audit, it was noticed that the March 2023 Micro Loan statement contained an error. Since the statement was signed by the Board, John is asking the Board to review and approve a corrected statement.

 Moved by Jennifer Cole to approve signing the revised Micro Loan statement for March

 2023, seconded by Apryl Gagnon.

 Vote: Unanimously in favor.

 Motion made by Apryl Gagnon to approve Micro Loan statements for October 2023, 2nd by

 Denise Martin.

 Vote: Unanimously in favor.

**6. REVIEW AND ACCEPT MINUTES**

 October 18, 2023 BOARD OF SELECTMEN’S MEETING MINUTES

 The Board reviewed the minutes of October 18, 2023. Arthur Carroll asked if there were any issues or

 concerns with the minutes that need to be corrected. The Board stated that there were none. Arthur asked

 if the Board was willing to accept the minutes of October 18, 2023.

 Motion by Apryl Gagnon to accept to minutes of October 18, 2023, 2nd by Jennifer Cole.

 Vote: Unanimously in favor.

**7.**  **REVIEW & CONSIDER UPCOMING MUNICIPAL BUDGET**

John stated that he wanted to talk to the Board about the upcoming Municipal Budget. John said that he puts the annual budget to in December and presents it to the Board for review. John said that Board previously discussed adding funds to the fire department budget for turnout gear. The Board also discussed a bush hog for the municipal tractor. He added that he had spoken with Fire Chief St. Germain about getting the requests for the Fire Department’s budget for the upcoming year by December. The Board also discussed

increasing the capital budget for purchasing a new municipal pick up from $10,000 to $15,000. John mentioned culverts need to be replaced on Convent Road and Lakeside Lane. The Board also discussed

repairs to the municipal driveway.

**8. REVIEW AND CONSIDER SLY BROOK ROAD PLOWING CONTRACT**

John informed the Board that plowing contractor Paul Lozier will be unable to fulfill his contract

 to maintain Sly Brook Road this winter season due to an unforeseen medical issue. Paul is recommending

 Cody Dubois to fill the remaining year of the contract. Cody purchased the plowing equipment of contractor

 Patrick Caron. He currently is plowing for Wallagrass. Cody agreed to maintain Sly Brook Road for the

 same amount the Paul Lozier agreed to.

 Moved by Wendy Dube to allow Cody Dubois to take over the contract to provide winter maintenance for

 Sly Brook Road, 2nd by Apryl Gagnon.

 Vote: Unanimously in favor

 **9. REVIEW AND CONSIDER A.R.P.A. FUNDS**

The Town of Eagle Lake was awarded$84,979.00 from the American Rescue Plan Act. These funds need to

 be expended by December, 2024. The Town of Eagle Lake has approximately $ 50,284 that has not been

 committed. John added that these funds are beyond the budget so we will need town meeting approval to

 expend them. John added that some of the items that was previously discussed for the budget could be

 paid with A.R.P.A. funds. The funds must be obligated by December 31, 2024 and expended by December

 2026. The longer period is to account for bid projects like road and construction projects. John stated that

 this is not an action item, but he wanted to remind the Board that these funds are available.

**10. REVIEW AND CONSIDER PREPAYING ITEMS FOR DECEMBER**

John stated that he included this agenda item because due to the meeting date being the 15th of the month, he

 did not expect to get invoices for electrical, possibly heating oil and Maine Municipal insurance. These

 items have a 30 day payment period and include a late fee if the payment is late. However, we were able to

 get all of the needed invoices in time for the meeting. Because of this, John suggested that we move onto the

 next item on the agenda.

**11**. **REVIEW AND CONSIDER DECEMBER SCHEDULE**

 John said that the Board of Selectmen’s meeting for December is scheduled to be on December 20, 2023. He asked the Board if this date would conflict with anyone’s Christmas plans. The Board decided that

 no one had a conflict and the December meeting will be on December 20th as planned.

**12. REPAIR SLIDE AT THE CHILDREN’S PLAY AREA**

 John noted that the slide at the children’s play area at the school is in need of repair. The slide is plastic and

 there are two cracks that could potentially cause an injury. These cracks continue to expand. John Saucier

 went and looked at the slide. John Saucier said that if he thinks he can repair the slide, he will send the

 Town a quote for the repair. John also asked Labbe’s Autobody to stop by and see if they feel that what they

 recommend to repair the slide. John said that previously, they contacted the manufacturer to see how much a

 new slide will cost. We were told around $ 6,000. John said that where the slide is plastic, he is hoping an

 area body shop can reinforce where the cracks are and add something to cover the crack so it does not

 spread or present a risk to users.

**13**. **SLY BROOK ROAD FIRE DEPARTMENT SUBSTATION UPDATE**

 John informed the Board that HUD Region 1 Field Environmental Officer Julia Perry notified him that

 the site of the proposed fire department substation will require a wetlands delineation due to the

 proximity of wetlands near the proposed site as part of the Environmental Review for the property.

**14.**  **OTHER BUSINESS**

John informed the Board that he is following up with Planning Board Chair John Martin and Code

 Enforcement Officer Michael Rochester on sending letters to three property owners that have Shoreland

 Ordinance violations. Scott Belair from Maine DEP is working with the Town of Eagle Lake to get these

 issues resolved.

**15. ADJOURN**

Motion to adjourn meeting at 8:05 p.m. made by Denise Martin, 2nd by Jennifer Cole.

 Vote: Unanimously in favor.