TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**October 21, 2020**

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

 The Board members present via Zoom included: Arthur Carroll, Wendy Dube, and

 Raymond Saucier.

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

 Clerk and Apryl Gagnon, Deputy Clerk.

2. PUBLIC HEARING

Arthur opened the Public Hearing at 5:30 P.M. John Sutherland informed the Board that our General Assistance Ordinance follows State of Maine guidelines. The guidelines get reviewed annually and we are notified of any updates. John reviewed the updates with the Board and answered questions.

 Moved by Wendy Dube to close the public hearing, seconded by Raymond Saucier

 Vote: Unanimously in favor. The Public Hearing closed at 5:36 p.m.

 Arthur Carroll opened the Board of Selectmen’s meeting at 5:36 p.m.

 3. REVIEW AND CONSIDER UPDATES TO THE GENERAL ASSISTANCE

 ORDINANCE

 John Sutherland recommended to the Board to accept the updates to General

 Assistance Ordinance.

 Moved by Raymond Saucier to accept guidelines, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 4. PUBLIC COMMENT

 Michelle Raymond, Northern Maine General CEO, discussed her concerns regarding our

 community’s response to COVID-19. She expressed her frustrations that both residents and

 the business community are not taking the proper recommended precautions of using facial

 coverings in public and practicing social distancing where ever possible. Michelle stated that

 she feels that the message from Maine CDC regarding safe practices during the pandemic is

 getting lost. Because of these issues it is becoming difficult for clients of Northern Maine

 General to go out into the community. Michelle stated that people feel that wearing a mask is

 a personal choice. We need to educate people who are outside of the health care community

 that wearing a mask protects everyone and not just the person wearing the mask. Our

 community has a high number of elderly and at risk people who would be drastically

 impacted by COVID-19. Michelle emphasized that we need to come together as a

 community and choose not to live in fear but to live and act smart. She voiced her concerns

 that we are seeing an uptick in the number of COVID-19 cases in our country. Michelle asked

 if the Town could assist with training, sharing information and Facebook messages to educate

 the public on the need to use facial coverings and social distance to limit the impacts COVID-

 19 on the residents of our community.

 The Board thanked Michelle for sharing her concerns. The Board asked John to reach out to

 State Agencies, Maine CDC and Maine Municipal to get information regarding the best

 practices to protect our community from the effects of COVID-19 and relay it to local

 residents. The Town of Eagle Lake website, Facebook and local bulletin boards can be used

 to help get the information out. .

 5. TOWN MANAGER’S REPORT

 UPDATES

1. Micro Loan

John updated the Board on the Micro Loan accounts. All accounts are current and

the newest account, number RS10072020, received their check and we can expect the first payment on December 1, 2020.

1. Pond Brook Estates

John informed the Board that the resident in Apartment #2 has been given an

Eviction Notice due to the non-payment of rent. Eagle Lake Town Attorney Frank Bemis stated that under normal circumstances, the tenant would be served a seven day Notice to Quit where they have seven days to make their rent current or face eviction. Due to COVID-19, the notice requirement has been extended to thirty days. John will follow Frank Bemis’s recommendations through the eviction process.

1. Roads

Phil Corriveau has started the 1100 ft road construction on Sly Brook.

 d. NASWA

 Balers have been set on a cement slab. John Sutherland will contact Shane Wishart

 to complete the electrical connections to get the balers up and running.

 e. Eagle Lake Fire Department

 John Sutherland contacted Lance Martin to find out if the Tanker Truck was owned

 by the town of Eagle Lake. After further research, Lance Martin stated that the

 truck was indeed property of Eagle Lake and he will send paperwork indicating that

 this truck is owned by the Town of Eagle Lake.

 f. Town Facilities

 John informed the Board that he made arrangements to have the heating systems

 serviced at Pond Brook Estates, the Town Office and the Recreation Building for

 the upcoming winter season.

 g. Junk Yard Update

 Town Attorney, Frank Bemis updated the Board on the illegal junkyards in town

 and sent out letters. The Board has chosen to wait and see if the residents comply

 with the letters. Further action will be taken after November 16th, 2020 if Town,

 Attorney Frank Bemis has not received any response for residents as agreed by the

 Board. Moved by Raymond Saucier to accept the Junk Yard recommendations,

 seconded by Wendy Dube.

 Vote: Unanimously in favor.

 h. Credit Card Update

 John informed the Board that he is working with Craig Staples, Vice President of

 Commercial Services for Katahdin Trust Company, on changing the date the town

 credit card is due. Currently the town credit card is due in the middle of the month,

 and is late by the time the warrant is signed at a Selectmen’s meeting. Craig

 informed John that he can change the date to the end of the month. We will see

 the change on the December statement.

6. MONTHLY FINANCIALS- September 2020

 Review monthly financials for September

1. Bank Reconciliations

Moved by Raymond Saucier to accept the Bank Reconciliations for Eagle Lake for September, seconded by Wendy Dube.

Vote: Unanimously in favor.

1. Pond Brook Reconciliation

Moved by Raymond Saucier to accept the Bank Reconciliations for Pond Brook Estates for September, seconded by Wendy Dube.

Vote: Unanimously in favor.

 c. Sample Check Audit

Moved by Raymond Saucier to accept the Sample Check Audit for September, seconded by Wendy Dube.

Vote: Unanimously in favor.

d. Sign Warrants

Eagle Lake Accounts Payable Warrant

Moved by Wendy Dube to accept the Accounts Payable warrant for September, seconded by Raymond Saucier.

Vote: Unanimously in favor.

Pond Brook Warrant

Moved by Wendy Dube to accept the Pond Brook Accounts Payable warrant for September, seconded by Raymond Saucier.

Vote: Unanimously in favor.

Payroll Warrant

Moved by Raymond Saucier to accept the Pay Roll Warrant for September, seconded by Wendy Dube.

Vote: Unanimously in favor.

e. Microloan

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

Raymond Saucier.

Vote: Unanimously in favor.

7. APPROVE THE MINUTES OF SEPTEMBER 16, 2020 SELECTMENT’S MEETING

 APPROVE THE MINUTES OF SEPTEMBER 28, 2020 SELECTMEN’S MEETING

 Moved by Raymond Saucier to accept the Minutes from September 16 and 28, 2020,

 seconded by Wendy Dube.

 Vote: Unanimously in favor.

 8. UPDATE NAME ON KEY BANK ACCOUNT

 John informed the Board that during the Audit process, he discovered that an account at Key

 Bank still had former Town Manager Sandra Fournier’s name on it. During last year’s audit

 John said that he was told that the name on the account will be changed. This year he was

 informed that Key Bank has a policy that they need the approved minutes to officially

 change the name on the account. John asked the Board to consider changing the same on the

 account.  Moved by Wendy Dube to accept the name change to John Sutherland from Sandra

 Fournier on the Key Bank account, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

9. REVIEW AND CONSIDER BIDS FOR WINTER HEATING OIL

 The Board reviewed and considered the following bids for heating oil for the upcoming

 winter season:

 Daigle Oil is $1.7194 at fixed rate and $1.6095 at the rack rate.

 Dead River is $1.6085 at a fixed rate and $1.5035 at the rack rate.

 John Sutherland recommended to go with the lower fixed bid to secure the price throughout

 the winter heating oil season. .Moved by Raymond Saucier to accept the fixed rate from Dead River for $1.6085, seconded by Wendy Dube.

 Vote: Unanimously in favor.

10. REVIEW AND CONSIDER BIDS FOR TIMBER HARVEST

 John informed the Board that we have five bids to consider for the timber harvest

 in the town forest. Bids were received from: Sherbey Morris, T.N.T. Road Company,

 Jonnie Desjardins, Jeremy Desjardins and Voisine Brothers.

 Moved by Raymond Saucier to table the bid award until John can sit down with Town

 Forester Michael Rochester to review each bid and make a recommendation as to which is

 the best bid for the town, seconded by Wendy Dube.

 Vote: Unanimously in favor.

11. REVIEW AND CONSIDER SPECS FOR NEW PUMPER/TANKER

 The Board thanked Rene for the amount of time that he took to put together bid specs

 for the new Pumper / Tanker. Rene explained that he took specs from another fire

 department that ordered a truck similar to the one we are proposing. Rene stated that his fire

 fighters then tweaked it to meet our specifications. The Board asked Rene if he was

 comfortable with the specs and he replied yes. Wendy Dube asked if Rene thought the

 truck would come within budget. Rene replied that he was confident it would because the

 truck will come with exactly what we need and it will be NFPA compliant. This truck has

 no extras. The truck is “what we need” and not “what we would like.”

 Moved by Wendy Dube to accept the Specs for the new Pumper/Tanker, seconded by

 Raymond Saucier.

 Vote: Unanimously in favor

 The Board discussed what to do with the former forestry truck. John said that he talked

 to Kent Martin from the Maine Forest Service regarding the unit. Kent said that he was

 positive that the truck was owned by Eagle Lake Fire Department. John asked him for

 documentation so he could present it at the time of a proposed sale., Kent said he would

 get John a document. John said that once he has the document we will be able to put the

 truck out to bid. Moved by Raymond Saucier to put Former Forestry Truck out for BID to

 sell the 1980 International, seconded by Wendy Dube.

 Vote: Unanimously in favor

 12. REVIEW AND CONSIDER WINTER RECREATION ACTIVITIES

 The Board of Selectmen discussed winter activities during the Covid-19 crisis.

 Conversation centered on how to practice social distancing on the ice and inside the

 warming hut. The Board asked John to reach out to other towns and see what they are

 doing for winter activities. They also asked John to reach out to Maine CDC for guidance

 and to check on State of Maine websites for information on how to proceed with winter

 activities during the COVID-19 pandemic. John will bring the information to the Board

 for the November meeting.

13. OTHER BUSINESS

 A couple of people have reached out for the CDBG Grants which all have to run through the town small business. The Board encouraged John Sutherland to give any information and support needed.

14. Adjourn

 Moved by Raymond Saucier to Adjourn, seconded by Wendy Dube

 Vote: Unanimously in favor.