



**TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
March 19, 2025**

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

The meeting was called to order by Board Chair Arthur Carroll at **5:30 P.M.**

Board members present included: Arthur Carroll, Apryl Gagnon, Paul Nadeau and Raymond Saucier.

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

2 REVIEW AND RECONSIDER BID FOR WINTER ROAD MAINTENANCE FOR THE WEST SIDE OF EAGLE LAKE INCLUDING PLAISTED FOR 2025-26, 26-27 and 27-28
Eagle Lake Town Manager John Sutherland informed the Board that he spoke to the Sole Bidder Fred Simard of Simard Construction and asked if he could do a little better with his bid price. Fred said that he could take \$2,000 per year off. That will save us \$6,000 over the life of the contract.

John stated that he also reached out to plowing contractor Paul Lozier. He asked Paul if he knew of any other contractor who may be interested in providing us with a number. Paul said that he was interested and asked for a bid packet. Paul said that he would review the bid packet and provide us with a quote. The Board can compare and decide which quote they wish to accept. However, at this time, Paul has not provided us with a quote to consider.

The Board discussed Fred's quote and agreed that there are limited number of plowing contractors in the area.

Motion made by Apryl Gagnon to accept the bid submitted by Simard Construction, seconded by Paul Nadeau.

Vote: Unanimously in favor

**3. TOWN MANAGER'S REPORT
UPDATES**

a. Micro Loan

John said that the micro loan received payments in March from accounts LR05012009 and VLD08102023. John added that he sent a letter to account DKL012809 informing him of his delinquent status and requesting he make his account current. John also reached out to account TR02122020 and informed him of his status. He promised to come in and make a payment. Account JS111222021 came in and paid \$275 towards his account.

Account JD08092019 paid \$700 on their Microloan account. They are requesting the Board place a temporary hold on their payment schedule until they can reopen their

Restaurant. They are currently looking at different options for reopening their business. The owner stated that she would try to continue to make a payment, even if it is only a partial payment.

Motion made by Apryl Gagnon to work with the account holder as long as they continue to keep communications between them and the Town Office open and give us regular updates on their progress, seconded by Paul Nadeau.

Vote: Unanimously approved.

b. Pond Brook Estates

John informed the Board that Chris continues to clean apartment #2 as time allows. He added that when we inspected the apartment, it was noticed that the microwave was in need of replacement. We ordered two so we would have one for a spare.

The following weekend, Bobbi Jo Michaud, in apartment 8, called John Sunday evening saying her microwave is sparking. John said he went over and shut off the breaker until Chris can get a look at it on Monday. Chris looked at it on Monday and said it is an older unit and should be replaced. So much for our spare.

Eagle Lake Selectperson Apryl Gagnon asked about the resident in Apartment #3. John said that she has been paying her month's rent plus \$25 per month. Apryl reminded John that it will take years to get her rent caught up. John agreed and said there is a rental program out there to assist renters who are in danger of eviction for nonpayment of rent. John said he will talk to the tenant and see if she will apply for the program. He will update the Board at their next meeting.

Roads.

John informed the Board that Brian Devoe complained about the condition of Old Main Street during the last snowstorm.

John stated that the Eagle Lake Road Committee will be meeting on Tuesday, March 25th at 6:00 p.m. at the Eagle Lake Town Office to discuss road maintenance topics for the upcoming year.

John said that during a recent road patrol, he noticed a number of icy spots. He forwarded his concerns to Fred Simard and Fred sanded them. The hill on Forest Drive and the hill going into Gilmore Brook Road were the big concerns.

d. NASWA

John updated the Board on the NASWA transfer station:

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

NASWA Transfer Station Manager Reynold Hebert gave us his notice that he would like to retire. Ray informed John that he is 77 and it is time for him to go fishing. Transfer station attendant Elizabeth Smart said she would like to retire with Reynold. They both

plan to be done April 1, 2025. Ray said that if we need him for maintenance or for training the new hire, he will stick around. We currently have two applications for Ray's position and one for Elizabeth's position. I would not consider any of them to be strong applicants.

NASWA's next quarterly Board meeting is scheduled for Thursday, March 20, 2025.

e. Eagle Lake Fire Department

John stated that Eagle Lake Fire Chief Robert St. Germain informed me that he had two call the previous month. One was a false alarm and the second was an ambulance assist.

John stated that Eagle Lake Fire Chief Robert St. Germain informed him that training for February will be held on Sunday, March 30, 2025 at the fire department training room. The topic is getting to know the new rescue truck.

4. MONTHLY FINANCIALS – February 2025

Review monthly financials for February 2025

a. Bank Reconciliations; Including Pond Brook:

The Board reviewed the Bank Reconciliations for the Town of Eagle Lake and Pond Brook Estates for February 2025.

Motion made by Apryl Gagnon to approve the bank reconciliations for the Town of Eagle Lake for February 2025, seconded by Raymond Saucier.

Vote: Unanimously in favor.

Motion made by Apryl Gagnon to approve the bank reconciliations for Pond Brook Estates for February 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 February 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 February 2025, seconded by Paul Nadeau.

Vote: Unanimously in favor

c. Sign Warrants

The Board reviewed the warrants for March 2025. Eagle Lake Board Chair asked if everyone had an opportunity to review them. Eagle Lake Town Manager John Sutherland stated that we received two fuel invoices and one repair invoice from Daigle Oil earlier that day. He asked the Board if they wished to review them. He voiced concern that if we waited until next month, we will be hit with a late fee.

Made by Apryl Gagnon to approve the warrants for March 2025, including the invoices from Daigle Oil, seconded by Raymond Saucier.

Vote: Unanimously in favor.

d. Microloan

Eagle Lake Board Chair Arthur Carroll asked the Board if they had any additional questions regarding the Micro Loan. Hearing none, Arthur asked if the Board was ready to vote.

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

Vote: Unanimously Approved.

The Board will need to vote on each of these items.

5. PUBLIC COMMENT

There were two members of the public present. They were asked if either wished to comment at this time. Both members declined.

6. REVIEW AND ACCEPT MINUTES:

February 19, 2025 BOARD OF SELECTMEN'S MEETING

February 27, 2025 Special Town Meeting

March 12, 2025 Budget Committee Meeting

John said that we were busy last month. The February 19, 2025 Board of Selectmen's meeting was their regularly scheduled monthly meeting. The February 27, 2025 Special Town Meeting was to get authorization from the legislative body to purchase the rescue truck and the March 12, 2025 Budget Committee meeting was to review the proposed Municipal Budget with the Board of Selectmen and the Budget Committee.

Motion made by Raymond Saucier to approve the minutes of February 19, 2025, February 27, 2025 and March 12, 2025, seconded by Apryl Gagnon.

Vote: Unanimously all in favor

7. REVIEW AND CONSIDER ROAD POSTINGS

John stated that temperatures going forward are predicted to be warming up. He would like to ask the Board to consider posting the roadways in Eagle Lake when the temperatures are above 32 or water is visible in the roadways. The goal is to prevent big truck traffic from damaging our roads when they are soft during the spring.

Motion by Apryl to post the roads from March 20, 2025 to May 15, 2025, seconded by Raymond Saucier.

Vote: Unanimously all in favor.

The Board asked John to please have this item on the agenda next year in February.

8. REVIEW AND CONSIDER LIQUOR LICENSE FOR DAY USE AT THE PAVILLION

John informed the Board that he received a request from Michelle Raymond to rent the pavilion on Sunday, July 13, 2025 from 5-9:00 p.m. for her high school reunion for the class of 1990. They need a byob liquor license for a one-day event. The Board will need to

review a liquor license for a byob day event.

Motion made by Raymond Saucier to approve the use of the pavilion and sign the byob liquor permit, seconded by Raul Nadeau.

Vote: Unanimously all in favor.

9. REVIEW AND CONSIDER MICRO LOAN REVIEW

John said that he finally received information from the Town of Fort Kent on their micro loan program. He read through it and it did not cover delinquent accounts. John said that he is submitting a proposal for the Board to review that shortens the foreclosure timeframe from 180 days (6-months) to 120 day (4-months). John stated that he also added some language regarding continuous delinquency for the Board to consider, micro loan account holders must be current on the personal property taxes and the business must remain ongoing.

Eagle Lake Selectman Raymond Saucier recommended that the loan recipient received a certified notice after 60 days delinquent and begin foreclosure at 90 days. After further discussion, Eagle Lake Board Chair Arthur Carroll asked if anyone was ready to make a motion.

Motion made by Raymond Saucier to accept the Manager's recommended changes and change the delinquency procedure to: receive a certified notice of delinquency at 60 days and begin foreclosure proceedings at 90 days delinquency, seconded by Apryl Gagnon.

Vote: Unanimously in favor

10. REVIEW AND CONSIDER ACCEPTING GRANT FROM MAINE STATE FIRE MARSHALL'S OFFICE

John informed the Board that our application for the State of Maine's Fire Marshall's grant was successful. As a result, we will be receiving a reimbursement of up to \$5,000 to offset the cost of purchasing a washing machine extractor for the fire department's turnout gear. As part of the grant, we will need to develop a Standard Operating Procedure for the extractor and commit to attending the free cancer awareness training offered by the Fire Marshall's Office. We will need to purchase the extractor and present the Fire Marshall's office with a copy of the cancelled check. We will be reimbursed for up to \$5,000 from the grant.

Motioned by Paul Nadeau to accept the Maine State Fire Marshall's grant, seconded by Raymond Saucier.

Vote: Unanimously approved

John said that he will reach out to Eagle Lake Fire Chief to determine a set of SOPs for the New washer and see when a cancer awareness training can be scheduled.

11. REVIEW AND CONSIDER EAGLE LAKE'S CERTIFIED RATIO

John informed the Board that Eagle Lake Assessor Steve Salley said that the reduced Certified Ratio is a result of our town's need for a revaluation. Our current municipal

valuation is outdated. This percentage affects our Homestead and Veteran's Exemptions, and Bete reimbursements. The State of Maine has given us two options. One is to accept their ratio of 67% or declare an option. Steve Salley recommends that we declare 74% which is within the States's range of 60-74%.

Motion made by Raymond Saucier to follow Eagle Lake Assessor Steve Sally's recommendation of 74%, seconded by Apryl Gagnon.
Vote Unanimously Approved

12. REVIEW AND CONSIDER A MAINE DOT REQUEST FOR SIGNING AN OVER LIMIT PERMIT FOR A CONSTRUCTION PROJECT ON SLY BROOK ROAD
John informed the Board that Maine DOT will be replacing a culvert and rehabilitating a section of Sly Brook Road this summer. As part of their project, they are asking the Board to consider signing an over limit permit in case the contractor needs to bring in some big equipment. John stated that Board recently signed a similar permit for the culvert replacement on Route 11 by the Catholic Church.

Motion made by Paul Nadeau to sign the permit for Maine DOT, seconded by Apryl Gagnon.
Vote: Unanimously Approved.

13. REVIEW AND CONSIDER RESIGNATIONS
The Town of Eagle Lake received notice that Selectman Denise Martin and Deputy Clerk Rita Ricciardi are resigning their positions. John presented the Board with certificates of appreciation for Denise and Rita. The Board signed the certificates and John will make sure they get delivered.

John informed the Board the Susan Skidgell reached out to him and offered to help the office out during the transition to the new Deputy Clerk. Susan recently retired and has over 20 years as a Deputy Clerk serving in Mapleton, Caribou and Perham. She is not looking for a full time position but is willing to work to train the new deputy clerk. John asked the Board to consider her short term hire.

Motion made by Apryl Gagnon to hire Susan Skidgell to help train the new Deputy Clerk, seconded by Saucier.

Vote: Unanimously in Favor

14. SLY BROOK ROAD FIRE DPEARTMENT SUBSTATION UPDATE
Jeff Fournier introduced us to Sheldon Hyde. Jeff informed us that Sheldon has software that can make engineering plans from a regular set of drawings. I spoke to Sheldon and inquired as to the cost of a set of plans for the substation. Sheldon said he charges \$499.00 for a set. He also added that they are not stamped engineer plans. If we are thinking of going out to bid, having a set of plans to offer a proposed bidder will be an asset.

Motion made by Paul Nadeau to contract with Sheldon to purchase a set of plans for the

Sly Brook Road Substation for \$499.00, seconded by Raymond Saucier.
Vote: Unanimously in Favor

John informed the Board he had a meeting with Cheryl Barnes from the USDA in Presque Isle. We discussed loan options for the substation and the process to move forward with an application. Cheryl discussed the loan application process with John and stated the need for the Town of Eagle Lake to get Bond Council for a USDA loan. The current interest rate is 4.125% but the expense of hiring a firm to provide bond council would offset any perspective savings the low interest would provide. Craig Staples from Katahdin Trust proposed a 6% loan for \$150,000 and a 10-year payback.

The Board asked John to reach out to other banks and credit unions and see what other interest rates are available.

John stated that he also has a meeting scheduled with Senior HUD CPD Representative Ashley McKinnon and HUD Environmental Review Officer Joshua Helms, on Thursday, March 20, 2025 from 10:30-11:30 a.m. Ashley said she likes our project and wants to help move it forward. Joshua has stated that he does not consider our project a priority because it is not fully funded. Joshua has also stated that we cannot move forward until the Environmental Review for the entire project is complete.

To help get our project fully funded John stated that we previously discussed some options of moving funds around. John said that he would like to discuss these options with the Board further. We will need town meeting approval to create a Sly Brook Road Substation reserve account, to move funds around, add funds from the budget and apply for a loan either from the bank or another lending institution. I feel that most of this should be done at a Special Town Meeting rather than an annual town meeting. This way people can voice their opinion on the project prior to the vote.

Motion made by Apryl Gagnon to have a Special Town Meeting dedicated to the Sly Brook Road Substation, seconded by Raymond d Saucier.

15. REVIEW AND CONSIDER STATUS OF TD BANKNORTH RESERVE ACCOUNT
John informed the Board that T.D. Banknorth announced they are closing branches in Maine. One is in Fort Kent. We have a CD at TD Bank in Fort Kent that matures August 24, 2026 and is valued at \$9,074.01. The interest rate is 3.14% Our options are to leave the funds in the CD or remove them and get a penalty. The Presque Isle office will remain open. We have the option to leave it in the account until it matures and then remove the funds with no penalty. We can then shop around for a local bank to deposit our funds into.

Motion made by Apryl Gagnon to leave the CD at TD Banknorth until it matures, then shop for better interest rates, seconded by Raymond Saucier.

Vote: Unanimously in favor

16 OTHER BUSINESS

The Board discussed Aroostook County Manager, Ryan Pelletier's request that municipalities send their managers and Selectmen to a meeting in Caribou on Wednesday, April 9th from 12-1:30 p.m. The meeting will be held at the Caribou Courthouse and Ryan stated that lunch will be provided. Representative from Aroostook County will have Justice Planners, a national firm that specializes in new jail needs assessment on site to discuss their plans for the future of the County Jail.

Aroostook County has had issues with maintenance at the Aroostook County jail in Houlton. They are looking at the consistent cost of repairs verses a replacement facility. My concern is the cost either option and the effect on the increasing Aroostook County tax. The Board will need to decide if someone wishes to attend. John said that he plans on attending because he is concerned about the constant increase in the Aroostook County tax that is levied on Eagle Lake. Eagle Lake Selectman Paul Nadeau said that he would be interested in attending.

17. EXECUTIVE SESSION 1 M.R.S.A. 405 § (6) (A) PERSONNEL MATTERS
TOWN MANAGER'S EVALUATION

Eagle Lake Board Chair Arthur Carroll informed John that the plan is to have himself and Eagle Lake Board Vice-Chair Apryl Gagnon go over John's evaluation at a later time. John said he had no issues with that.

18. ADJOURN