TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**July 22, 2020**

1. Due to COVID-19, the Board meeting was held via ZOOM Video Conferencing. John

 stayed at the Town Office and is available in case anyone wished to comment on the Agenda.

 The meeting was called to order by Town Manager, John Sutherland at5:30 P.M.

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

 and Raymond Saucier.

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

 Deputy Clerk.

2. INTRODUCTION OF NEW BOARD MEMBERS AND NOMINATION AND

 VOTING FOR CHAIR AND VICE CHAIR FOR THE UP- COMING YEAR.

 The new Board Members are Raymond Saucier and Apryl Gagnon.

 John informed the Board members present that Apryl Gagnon’s intention is to resign

 from the Board of Selectmen and take the Deputy Clerk’s position.

 Nominations for Chair:

 Moved by Wendy Dube to nominate Arthur Carroll for Chair, seconded by Jennifer

 Dube.

 Vote: Unanimously in favor. Arthur Carroll abstained

 Nominations for Vice Chair:

 Moved by Arthur Carroll to nominate Wendy Dube as Vice Chair, seconded by

 Jennifer Dube.

 Vote: Unanimously in favor. Wendy Dube abstained.

 3. MUNICIPAL APPOINTMENTS

 a Town Manger

 Tax Collector, Treasurer, Road Commissioner, Town Clerk, General

 Assistance, Emergency Management Director, and E911 Addressing

 Officer.

 Moved by Wendy Dube for John Sutherland to be appointed as: Tax

 Collector, Treasurer, Road Commissioner, Town Clerk, General Assistance

 Administrator, Emergency Management Director, and E911 Addressing Officer,

 seconded by Raymond Saucier.

 Vote: Unanimously in favor

 4. EXECUTIVE SESSION: M.R.S.A. § 405 (6) (F) CONFIDENTIAL RECORDS

 POND BROOK ESTATES

 Moved Jennifer Dube to go into Executive Session at 5:35 p.m., seconded by Wendy Dube.

 Vote: Unanimously in favor.

 Moved by Wendy Dube to exit Executive Session at 5:59 p.m., seconded by Raymond

 Saucier.

 Vote: Unanimously in favor.

 Moved by Jennifer Dube to have John Sutherland review different sales scenarios and

 determine what is the minimum price that Pond Brook Estates can be sold for and develop a

 cost to the town over time chart if it is sold, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 5. COMMITTEE APPOINTMENTS

 d. Planning Board

 Moved by Wendy Dube to appoint John Martin and Tom Roy to the Planning

 Board, seconded by Jennifer Dube.

 Vote: unanimously in favor.

 e. Budget Committee

 Moved by Jennifer Dube to appoint Michael Collins, Reynold Raymond and

 Chrystal Parent to the Budget Committee, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 f. Town Forest Committee

 Moved by Wendy Dube to appoint Reynold Raymond, Mike Collins, and Michael

 Rochester to the Forest Committee, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 g. Highway Committee

 Moved by Jennifer Dube to appoint Mike Collins, Michael Michaud, Reynold

 Raymond and Fred Simard to the Highway Committee, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 h. Board of Appeals

 Moved by Wendy Dube to appoint Mike Collins and Tom Pelletier to the

 Board of Appeals, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 i. Recreation Committee

 Moved by Wendy Dube to appoint Morgan Wilson, Katie Pelletier, and

 Doris McNaulty, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 6. PUBLIC COMMENT

 No Public Comments.

7. TOWN MANAGERS REPORT

 UPDATE

1. Micro Loan

All accounts are currant

1. Pond Brook Estates

The Board would like John Sutherland to check for a policy for Pond Brook

 for rent that is late or behind and eviction. The Board would like to be notified before someone is 4 months behind in rent. John will present one to the Board at the

August meeting for review if one is not available

1. Roads

John updated the Board on Sly Brook Road. Soderberg got the bid from the State to pave Sly Brook Road. The paving should start around August 20, 2020. They know about the culverts that needs to be replaced.

John also updated the Board on Gilmore Brook Road, He checked the road after Fred Simard filled the potholes. John discovered more potholes and asked Fred to fill those as well.

1. NASWA

Wednesday was a very busy night at the Transfer station. NASWA was informed that the metal pile will be picked up in the next 2 weeks.

There was a discussion on when the trailer would be done and the insurance settlement. John informed the Board that he expects the trailer to be picked up by the second week of August. The insurance settlement was to pay off the trailer plus

have $ 16,000 remaining.

1. Elections

There were 164 voters and over 70 ballots were absentees. John informed the Board that all warrant articles passed.

1. Fire Department

John informed the Board that he is currently working with the Office of Community Development to determine the status of the Phase 2 paperwork. Once that is complete, we will be going to sign the contract. Once that is signed we can go out to bid for the paging and communication equipment upgrade.

John informed the Board that contractor Phil Corriveau will begin installing the dry hydrants as early as next week. Two hydrants will be installed on Sly Brook Road.

 The Fire Department had a busy month responding to fire calls, one accident on

 Soucie Hill and a lift assist for A.S.I.

8. MONTHLY FINANCIALS-JUNE 2020

 Review monthly financials for June.

1. Bank Reconciliations

Moved by Raymond Saucier to accept the Bank Reconciliations, seconded by

Wendy Dube.

Vote: Unanimously in favor.

1. Pond Brook Reconciliation

Moved by Wendy Dube to accept Pond Brook Bank Reconciliation, seconded by Jennifer Dube.

Vote: Unanimously in favor.

1. Sample Check Audit

Moved by Raymond Saucier to accept the Sample Check Audit, seconded by Jennifer Dube.

Vote: Unanimously in favor.

1. Sign Warrants

Moved by Jennifer Dube to accept Warrants 1,2,3,4, and 5, seconded by Wendy Dube.

Vote: Unanimously in favor.

Moved by Wendy Dube to accept Pond Brook Estates Warrant, seconded by Jennifer Dube.

Vote: Unanimously in favor.

1. Microloan

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

Vote: Unanimously in favor.

 9. APPROVE THE MINUTES OF JUNE 17, 2020 SELECTMAEN’S MEETING

 Moved by Wendy Dube to accept the Meeting Minutes from June 17, 2020, seconded by

 Jennifer Dube.

 Vote: Unanimously in favor.

10. SET REGULAR BOARD MEETING TIME AND DATES FOR THE UPCOMING YEAR

 Moved by Jennifer Dube to set the 3rd Wednesday of every month at 5:30 p.m. as the date and time of the Board of Selectmen meetings for the upcoming year, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 11. HIRE AUDITOR FOR UPCOMING MUNICIPAL AUDIT

 Moved by Raymond Saucier to hire Chester M. Kearney for the upcoming Municipal Audit,

 seconded by Jennifer Dube.

 Vote: Unanimously in favor.

12. NEXT STEP FOR JUNK YARDS

 Eagle Lake Town Attorney Frank Bemis recommends to wait on moving forward with the next steps for the junk yards. Due to Covid 19, the judge may decide in favor of the defendants. Frank recommends waiting until September 30, 2020 and sending out consent letters.

 Moved by Raymond Saucier to accept Frank Bemis’s recommendation, seconded by Wendy Dube

 Vote: Unanimously in favor.

13. RATIFY HIRE OF APRYL GAGNON

 Moved by Wendy Dube to accept John Sutherland’s recommendation to hire Apryl Gagnon, seconded by Jennifer Dube

 Vote: unanimously in favor.

14. RIGHT TO KNOW TRAINING FOR NEW SELECTMEN

 John informed the new Selectmen about Right to Know Training that the new Selectmen need to have.

15. CHANGE AUTHORIZED USERS ON ALL TOWN FINANCIAL ACCOUNTS

 Moved by Wendy Dube to change the users on the Financial Accounts to the New Chair, Town Manager and the new full-time Deputy Clerk, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

16. RATIFY EMPLOYEE SCALE

 Moved by Jennifer Dube to accept the Town Manager’s recommendations for the Employee Pay Scale, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

17. OTHER BUSINESS

 The Board discussed filling the empty Selectmen’s seat. Apryl Gagnon will need to resign and include the reason why in writing if she still wishes to take the full time Deputy Clerk’s position at the town office.

 Apryl Gagnon starts as Deputy Clerk on Monday.

 The Board discussed the importance of moving forward with the grant to update communications and paging eqipment for Eagle Lake Fire Department. John noted that on a call this past week, fire personal had to call dispatch to get the address and description of what the tone was for due to being unable to decipher the tone. This type of delay is not acceptable and the goal of the upgrade is to eliminate delays like this.

 The 1987 International Fire Engine has a water leak in the storage tank that is progressively getting worse. Rust is causing the metal to deteriorate and a crack is expanding to become a hole. Rene informed John that due to the nature and location of the leak, he expects it to be expensive to repair. He will get two quotes and John will forward them to the Board to consider. Depending on the cost to repair, a replacement unit may have to be considered.

 John Sutherland presented two quotes for the privacy fence for Pond Brook Estates. The cedar privacy fences are deteriorating and they are in need of replacement. Some of the upright posts are beginning to fall over due to the deterioration of the wood fiber. The two quotes are: Central Building $ 4,104.91 and S.W. Collins $ 4,068.75.

 Moved by Jennifer Dube to accept the quote from S.W. Collins for $ 4,068.75 for the Pond Brook Estates privacy fence replacement materials, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 Each year, the town office gets approval to prepay Moses, Vitals and BMV due to their due dates do not always align with Selectmen meetings. BMV must be paid weekly.

 Moved by Wendy Dube to give permission to pay Moses, Vitals and BMV on their due dates, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

18. Adjourn

 Moved by Wendy Dube to Adjourn, seconded by Jennifer Dube

 Vote: Unanimously in favor.

Meeting adjourned at 8:39 P.M.