

**SELECTMEN'S MEETING
MINUTES
June 20th, 2018**

The meeting was called to order by Board Chair, Michelle Raymond at 5:33 P.M. Members present included Michelle Raymond, Linda Allison, Wendy Dube and Louise Fournier. Members absent: Arthur Carroll.

Also present included Town Manager Sandra Fournier, Deputy Clerk Angela Bossie, Community members Jennifer Dube and Michael Cole.

Executive session pursuant to 1 M.R.S.A § 405 (6)(F)-confidential records of Microloan application:

- The board went into executive session at 5:33pm

It was moved by Louise Fournier, seconded by Linda Allison to enter into Executive Session

Vote: Motion voted on and unanimously approved.

- Exited executive session at 5:40pm
- Approval of Microloan for \$5,000.00 at 5% for 5 years, interest rolling into Jennifer Dube's and Michael Coles account for their business account for MJ's Pub and Grub.

It was moved by Louise Fournier, seconded by Linda Allison to approve the \$5,000.00 Microloan.

Vote: Motion voted on and unanimously approved.

Approval of Minutes of May 23rd, 2018 Selectmen's Meeting:

It was moved by Louise Fournier, seconded by Wendy Dube to approve the minutes of the May 23rd, 2018 board meeting as submitted.

Vote: Motion voted on and unanimously approved.

Financial Statements and Bank Reconciliations for month of May 2018

- Town Manager Sandra Fournier presented financial statements to the Board of Selectmen.
- Board reviewed and signed bank statement and followed six selected A/P checks thru reconciliation.
- End of fiscal year 2017-2018 yearly audit for NASWA will be completed the week of June 25th through the 29th, 2018.
- End of 2017-2018 Fiscal year audit for the Town of Eagle Lake will be completed by Chester M. Kearney the first week of July.

Motion by Louise Fournier, seconded by Wendy Dube to accept financial statements and bank reconciliations for month of May as presented. Warrants reviewed and signed by board.

Vote: Motion voted on and unanimously approved.

Public Comments:

No comments at this time.

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Update on Beach/Geese Deterrence:

- Each Friday the Maintenance team rakes the beach, ensures the bathroom is clean, and empties out the garbage.
- A fence orange in color has been put in place to deter the geese. The board discussed looking into adding into next year's budget a new fence that would have a better visual appeal to the public. The board will continue discussion at a later date.

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved.

Confirm Summer Recreation Hires:

- The board chose to discuss the new hires in Executive Session at the end of the meeting.

Reviewed and Sign Certificate of Settlement:

- Michelle Raymond declared conflict of interest and abstained from participating.
- 2013, 2014, and 2015 certificates of settlement discharging personal property taxes were signed by all members present.

Motion by Linda Allison, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved.

Approval Fire Protection Service Interlocal Agreement:

- The agreement reviewed and consisted of the standard agreement for three years with no price change for T15 R6.
- Agreement was signed by all members present.

Motion by Linda Allison, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved.

Approve and Sign NASWA Administration Interlocal Agreement:

- This agreement was reviewed by all members. It was requested that Sandra would contact Frank Bemis to review with Legal to decrease liability.

Motion by Louise Fournier, seconded by Wendy Dube

Vote: Motion voted on and unanimously approved.

Approve and sign CEO Interlocal Agreement:

- Agreement by and between the Town of Madawaska and the Town of Eagle Lake was reviewed by all members and consisted of the utilization of 1 Code Enforcement officer to serve both towns.
- Agreement was signed by all members present.

Motion by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved.

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Approve and Sign ACO Interlocal Agreement:

- Agreement by and between Towns of Eagle Lake, Wallagrass, New Canada and John Pelletier regarding the position of Animal Control Officer was reviewed.
- Agreement was signed by all members present.

Motion by Linda Allison, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved.

Discuss Eagle Lake Elementary School and Library:

- July 1st the library will be closed, the Town Manager will contact legal and the realtor.
- A public hearing will take place in the near future on obtaining an assessment and value of the library and school.

Motion by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved.

Other Business:

Summer Recreation

- Will be held in the voting area down stair of the Town Office.

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

Recreation Building

- \$25,000 in reserves for the recreation building. Will look into restoring the recreation building or possibly replacing.
- The Lion's Club has offered to make a donation in the past. The Town Manager will follow up with them.

Motion by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved

Projects being put out to BID

- Culvert reset and/or installation for 229 Old Main Street & 84 Devoe Brook Rd
- Hauling & Laying Milling Project
- Paving Old Main Street
- Pot Hole Repair
- Sly Brook Road Extension, Deprey Rd, and Gilmore Brook Rd
- Heating Oil for 2018/2019

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

Rail Road

- Loose Beams, railroad will be contacted to fix.

Motion by Wendy Dube, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

Cash Audit

- To be completed prior to Sandra leaving.

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

Personnel Policy Changes

- Status of Employment
 1. Remove-The Community Development Director
 2. Remove- Community Development Assistant
 3. Add- and Recreation Assistant

Motion by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved

- Smoking Policy Page 6 #7
 1. Add-Smoke Free Zone for Employment Services

Motion by Linda Allison, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved

- Conflict of Interest Page 8-B
 1. Add-Social Media Code of Ethics
 2. Public Announcements must be cleared by the Manager

Motion by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved.

- Intoxicating Beverages and Illegal Drugs Page 8-F
 1. Add- or when representing the Town during functions or events

Motion by Linda Allison, seconded by Wendy Dube

Vote: Motion voted on and unanimously approved.

- Dress Code
 1. Add-Dress Code for Town Employees

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

- Employee Benefits Page 9-VII.
 1. Create unfunded liability account

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

- Family Medical Leave Page 11-#3
 1. Change Accrued vacation leave may be used to continue employment to will be used to continue an employee's pay during family medical leave

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

- Medical Insurance Page 12
 1. Combine 1 and 2, Full-Time Employees: Single subscription will be paid by the town, unless, indicated by employee contract

Motion by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved

- Expenses Page 13-5
 1. Remove paragraph 5

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved

Board of Appeals

- Jennifer Dube expressed interest on Joining the board of appeals

Motion by Louise Fournier, seconded by Linda Allison

Vote: Motion voted on and unanimously approved.

Official Ballot-District 1

- Main Municipal Association's Legislative Policy Committee July 1, 2018 to June 20th 2020 vote completed by members.

Motion by Louise Fournier, seconded by Linda Allison
Vote: Motion voted on and unanimously approved.

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Town Assessment

- Maggie Peirce will be the available assessor in the first week of July.

Town Manager Resignation

- Sandra will act as a temporary Town Manager for the month of July. She will keep her cell phone stipend during this time period.

Road Committee

- Sandra will reach out to Mike Collin's and Mike Michaud to see if they would be interested in joining the road committee.

2nd Exit Executive Session at 7:30P.M.

Motion made by Wendy Dube, seconded by Louise Fournier

Vote: Motion voted on and unanimously approved

It was moved by Wendy Dube, seconded by Louise Fournier to adjourn at 8 P.M.

Vote: Motion voted on and unanimously approved.

Respectfully
Submitted:

Angela Bossie
Deputy Clerk