



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

- 1. CALL TO ORDER: TIME 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 Fire Chief Robert St. Germain, Deputy Clerk Rita Ricciardi and Town Manager, John Sutherland

The Board recognized Eagle Lake Fire Chief Robert St. Germain. Robert updated the Board on the rescue truck that he is proposing we purchase for the fire department. Robert stated that the Town of Lavant took the 2001 Freightliner to Freightliner of Maine and went through it front to back. The truck had no mechanical issues and received a State of Maine inspection sticker. He added that he, Selectman Paul Nadeau and Town Manager John Sutherland went to Lavant and test drove the unit. The truck is in amazing condition. This unit is exactly what we need. He acknowledged that we have an application with FEMA's Aid to Firefighter's program but with President Trump freezing all federal grants he is advising that we move forward with purchasing this truck. He added that he removed items from the Ford F150 and placed what he could on units one and two. I had to guess that we would need and what we could leave behind. It would be bad if we had an accident on Soucy Hill and we needed an item that was left at the fire station. This truck will have storage room for everything we need. The shelves roll out for easy access. He added that he talked with Town Manager John Sutherland regarding purchasing cold water rescue suits, air bags and stabilizers for accident scenes and the unit comes with an electric over hydraulics Jaws of Life unit. Chief St. Germain estimated the gear alone is worth \$22,000 and the asking price for everything is \$25,000. The truck is a 2001 Freightliner and it only has 32,000 miles on it.

Chief St. Germain added that he is planning on having a basic fire school April 15. This will be classroom instruction with certified trainers. Passing this course will allow the firefighters to be able to work in the hot zone.

- 2. REVIEW AND CONSIDER BIDS FOR WINTER ROAD MAINTENANCE FOR THE WEST SIDE OF EAGLE LAKE INCLUDING PLAISTED FOR 2025-2028**

The Town of Eagle Lake received one bid for Winter Road Maintenance. The bid was from Fred Simard and Simard Construction. For 2025-26 the bid is \$58,000, 26-27 \$60,000, 27-28, \$62,000. Sand removal is \$11,000 for 2026, 12,000 for 2027 and 13,000 for 2028. The board was disappointed with the initial increase to \$58,000 and then up from there.

Motion made by Apryl Gagnon to table the bid and reconsider it at the next meeting, seconded by Raymond Saucier. John will reach out to Fred and see what his reasons are for the increase.

**Vote :Unanimously in favor.**

John said no vote is needed and he wanted to update the Board of Selectmen.

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

**Micro Loan**

- a. John informed the Board that in February we received payments from LR05012009, and JS111222021. John added that DKL012809 will be getting another letter informing him he needs to get his micro loan caught up.

- b. **Pond Brook Estates**

John stated that apartment 6 was ready for a new occupant. Former Selectperson Louise Fournier is looking to sell her home and she is interested in the apartment.

John added that Chris informed him that Bobby Jo in apartment 7 stated that her storm door is not closing properly. Chris looked at it and noticed the door piston needed to be replaced. Once he replaced it there were no further issues.

John added that we have three mailboxes in need of replacement. They are on the side of units 1-8. We ordered four to replace the three and have one spare.

- c. **Roads.**

John stated that he had a couple of residents inform him that Sly Brook Road needed to be plowed during the storm on Thursday. He also had on complaint on Old Main Street plowing during the storm.

- d. **NASWA**

John stated that NASWA's winter hours are 8-5:00 p.m. on Saturday.

NASWA is working with Mary Dahlgren from RHR Smith to get them the documents they need to perform audits for 2021, 2022, 2023 and 2024. This will make NASWA's audits current.

NASWA will be making their final payment on their walking floor trailer in March.

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

- e. **Eagle Lake Fire Department**

Eagle Lake Fire Chief Robert St. Germain reported that the fire department responded to three calls last month. Two were for auto accidents and the other was for automatic aid to Fort Kent.

Training for February will be held on Sunday, February 23, 2025 at the fire department training room. The topic is donning and doffing their gear. This involves a timed exercise where the firefighters must put on their turnout gear, SCBAs and etc. and remove it. The goal is to meet timed requirements needed to pass Firefighter 1 and 2 trainings.

4. **MONTHLY FINANCIALS –January 2025**

**Review monthly financials for January**

- a. **Bank Reconciliations; Town of Eagle Lake for January and Pond Brook Reconciliation for December and January**
- b. **Sample Check Audit**
- c. **Sign Warrants**
- d. **Microloan**

John began the Town Manager's report by stating that our current cash accounts are as follows: Pond Brook Estates \$ 75,674.86, Operating account \$ 651,727.37 and the Micro Loan is \$85,889.47. He reviewed the expense and revenue reports and stated that he was comfortable where our expenses and revenues are at this time.

John stated that during previous budget discussions, amounts were dedicated to the Fire Department Capital Reserve, the Capital Reserve and for the Municipal valuation. The amount he proposed for the three lines totaled \$40,000. John asked the Board how would they feel about for this year only, reducing the three lines to zero and having one line for a Sly Brook Road Substation Capital Reserve line and allocating \$40,000 to this reserve for this year only.

Motion made by Raymond Saucier to move \$20,000 from the Fire Department Capital Reserve, \$5,000 from the Capital Reserve and \$15,000 reserved for the upcoming Municipal Revaluation reserve from the upcoming proposed municipal budget for this year only and allocate the funds to the Sly Brook Road Substation Reserve for a total of \$40,000, seconded by Paul Nadeau.

**Vote: Unanimously in favor.**

Eagle Lake Deputy Clerk Rita Ricciardi stated that since we moved over to the update Trio system, she is able to use Trio to reconcile the bank reconciliation.

Motion made by Apryl Gagnon to move future bank reconciliations for the Town of Eagle Lake back to Trio, seconded by Raymond Saucier.

**Vote: Unanimously in favor.**

**Bank Reconciliations:**

John informed the Board he spoke to Retta and she was able to get Pond Brook Bank Reconciliation to reconcile for both December and January. The Board reviewed the bank reconciliations for December and January and agreed they reconciled. Eagle Lake Board Chair Arthur Carroll asked if the Board was ready to vote on the Pond Brook Bank Reconciliations.

Apryl Gagnon motioned to accept the Bank Reconciliations for Pond Brook Estates for both December and January, seconded by Raymond Saucier.

**Vote: Unanimously in favor.**

The Board reviewed the bank reconciliations for the Town of Eagle Lake for the month of January 2025. Moved by Paul Nadeau to approve the Bank Reconciliation for the Town of Eagle Lake for the month of January, seconded by Apryl Gagnon.

**Vote: Unanimously in favor.**

**Sample Check Audit for January:**

Eagle Lake Board Chair Arthur Carroll asked if the Board had a chance to look at the Sample Check Audit for the month of January. The Board stated they did and Arthur asked if they were ready to vote to accept the Sample Check Audit for the month of January.

Motion made by Apryl Gagnon to approve the Sample Check Audit for both the Town of Eagle Lake and Pond Brook Estates for the month of January 2025, seconded by Paul Nadeau.

**Vote: Unanimously in Favor.**

**Warrants:**

The Board reviewed the warrants for February 2025. Arthur asked if there were any questions, issues or concerns. Hearing none, he asked if the Board was ready to vote on approving the warrants.

Motion made by Raymond Saucier to sign the warrants for the Town of Eagle Lake and Pond Brook Estates, seconded by Apryl Gagnon.

**Vote: Unanimously in favor.**

**Micro Loan Reconciliation:**

The Board reviewed the Micro Loan Reconciliation for January 2025.

Motion made by Apryl Gagnon to approve the Micro Loan Reconciliation for the month of January, seconded by Paul Nadeau.

**Vote: Unanimously in Favor.**

**5. PUBLIC COMMENT**

The Board noted that there was no public present at this time.

6. **REVIEW AND ACCEPT MINUTES FOR THE FOLLOWING:**  
January 15, 2025, BOARD OF SELECTMEN’S MEETING  
February 11, 2025, SPECIAL BOARD OF SELECTMEN’S MEETING

Eagle Lake Board Chair Arthur Carroll asked the Board if they had an opportunity to review the minutes of January 15, 2025 and February 11, 2025. Eagle Lake Town Manager John Sutherland stated that the January 15, 2025 Board of Selectmen’s meeting was the regular monthly meeting and the February 11, 2025 Special Board of Selectmen’s meeting was a meeting with Eagle Lake Contractor Reed Devoe regarding construction estimates for the Sly Brook Road substation.

Motion made by Apryl Gagnon to approve the minutes for the January 15 and the February 11, 2025 Board of Selectmen’s meetings, seconded by Raymond Saucier.

**Vote: Unanimously in favor.**

7. **REVIEW AND CONSIDER PARTICIPATING IN AROOSTOOK COUNTY MANAGERS NETWORKING EVENT**

Eagle Lake Town Manager John Sutherland read a note from from Suzi Paradis – President of the Aroostook County Manager’s Association:

“At our last AMA meeting we discussed hosting a networking event with live entertainment (Keys to the City- dueling pianos). The event is estimated at a total cost of \$10,000. I would like to see the managers try to obtain a sponsor from their communities. I would like to see a few tables with information and giveaways reflective of your community.”

Kindest,

Suzie Paradis, Town Manager  
Town of Fort Kent  
416 West Main St.  
Fort Kent, ME 04743  
207-834-3090

John said that there are three levels of sponsorship. Gold level requires a \$1,000 commitment, Silver level requires a \$500 commitment and bronze requires a \$250 commitment. John said that he would like the Town of Eagle Lake to consider a Bronze sponsorship. This will give us an opportunity to showcase our community to other residents of Aroostook County. The Bronze level will give us recognition at the event, a display table for promotional materials, business name mentioned on all event promotional materials and being featured in social media mentions. John added that he will reach out to other local businesses and see if they are interested in being a sponsor.

Motion made by Apryl Gagnon to sponsor the event at the Bronze level and commit \$250 to the event, seconded by Raymond Saucier.

**Vote: Unanimously in favor.**

**8. REVIEW AND CONSIDER SIGNING A MUNICIPAL QUIT CLAIM DEED**

John informed the Board that he received word from Attorney Theodore Smith that a 2017 tax lien for a property located at 3372 Aroostook Road in Eagle Lake has not been discharged at the registry of deeds. John said that he looked into the account on Trio and he is confident that the account is paid and the lien needs to be discharged.

Motion made by Raymond Saucier to sign the Quitclaim deed for 3372 Aroostook Road, seconded by Paul Nadeau.

**Vote: 3-0 with Apryl Gagnon declaring she has a conflict since she has an interest in the property.**

**9. REVIEW AND CONSIDER PURCHASING A FIRE DEPARTMENT RESCUE TRUCK**

John informed the Board that he, Eagle Lake Fire Chief Robert St. Germain and Selectman Paul Nadeau travelled to Lavant and inspected a rescue truck that the Lavant Fire Department has for sale. John added that the reason Lavant Fire Department is selling the unit is that they received a grant for a 2024 Rescue / Pumper unit. The truck was taken to Freightliner of Maine and was given a Maine DOT motor vehicle inspection. The truck passed with flying colors. Eagle Lake Fire Chief Robert St. Germain stated that the emergency equipment that is staying on the truck is worth at least \$20,000.

Moved by Raymond Saucier to move forward with purchasing the rescue truck from the Lavant Fire Department, seconded by Apryl Gagnon.

**Vote: Unanimously in favor.**

**10. REVIEW AND CONSIDER SIGNING A WARRANT FOR A SPECIAL TOWN MEETING TO PURCHASE A USED RESCUE TRUCK FROM LAVANT FIRE DEPARTMENT**

John stated that to move forward with purchasing the rescue truck, we will need a special town meeting to get legislative body approval. He presented the Board with a warrant with three items to vote on. One is to elect a moderator, two is to purchase the rescue truck for \$25,000 and the third is to sell the 2002 Ford F150 on terms that the Board deem in the best interest of the Town of Eagle Lake. The date is set for Thursday, February 27, 2025 and it will be held at Powell Memorial Gymnasium.

Motioned by Apryl Gagnon to sign the warrant for the Special Town Meeting for Thursday, February 27, 2025 to move forward with purchasing the rescue truck, seconded by Raymond Saucier.

**Vote: Unanimously in favor.**

**11. REVIEW AND DISCUSS UPGRADING QUICKEN SOFTWARE**

John stated the Quicken software that we use for NASWA and Pond Brook Estates is basic and not always user friendly. John and Eagle Lake Deputy Clerk Rita Ricciardi

reviewed a couple of options to upgrade our Quicken software and make it more responsive to our needs. John added that he and Rita planned on making a presentation at this meeting but discovered additional information that challenged the information they planned to present.

Motion made by Raymond Saucier to table this item until the March meeting, seconded by Apryl Gagnon.

**Vote: Unanimously in favor.**

**12. REVIEW AND CONSIDER PARTICIPATING IN MAINE PERS**

Eagle Lake Town Manager John Sutherland said he would like to Board of Selectmen to consider offering Maine PERS retirement to our full time employees. John said he spoke to Chris and Rita about taking Maine PERS this year instead of a raise. For each employee participating in Maine PERS, the town pays 10.8% of their income into Maine PERS. The employee contributes 7.8% of the gross income into Maine PERS. Rita declined, but Chris and John said they would be interested in Maine PERS. For the upcoming year we will only have two employees looking to join. The proposed cost for the Town will be 10.8% of the two employees' combined salaries or 11,836.80

John added that we lost two municipal clerks and one reason that was cited by both clerks is their new position offered retirement. This will also help us in employee retention and when we are recruiting new employees.

**13. REVIEW AND CONSIDER SLY BROOK ROAD FIRE DEPARTMENT SUBSTATION UPDATE**

John stated that on Tuesday, February 11, 2025 the Board of Selectmen had a productive conversation with Eagle Lake construction contractor Reed Devoe regarding the Sly Brook Road substation. We discussed a number of topics and Reed gave us an educated opinion on what we should expect for costs. Going forward, Reed stated that he would use his software and give us a couple of estimates on what a proposed substation will cost. This will give us solid numbers to work with as we look to secure additional financing for the project.

NBRC held a training on Tuesday, February 11, 2025. This is encouraging since it was rescheduled after President Trump announced that he was halting all federal grants. The deadline for the preapplication is March 5, 2025. John said he went to the Northern Borders website and began putting information into the preapplication.

While we were in Lavant looking at the rescue truck, the Lavant Assistant Fire Chief stated that when their new Pumper / Rescue Truck comes in, they plan on advertising their 1994 International pumper for sale. It has a 1,250 gallons per minute pump and carries 1,000 gallons of water. They plan on taking it to Daigle and Houlton for them to go through it and we were told that most of the hoses and firefighting equipment will come with the truck. John said he enclosed a photo of the unit in your Selectmen's packets. The assistant chief said he expected the price to be around \$15,000 for everything. If we are interested, he said that he will send us the latest maintenance

records and pump inspection results.

**14. OTHER BUSINESS**

John stated that nomination papers will be available at the Eagle Lake Town Office beginning March 3, 2025 and due to the Clerk no later than April 11, 2025. The following positions are available:

Board of Selectmen: 1- three year term and 1 one year term,

School Board: 1 - 3 year term,

Water District Board of Trustees: 1 for a five year term and 1 for a 4 year term,

John added that we need to begin looking for candidates for Town Meeting Moderator. We are down to Norm Fournier and that is it. If someone is interested, training is available. They have to be a Maine resident but not necessarily an Eagle Lake citizen. They need to be comfortable standing in front of a crowd and remain neutral on the topic being discussed. It should be someone who is familiar with town meetings and willing to undergo Moderator training. They also need to be someone who will not let a meeting get out of hand.

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

Eagle Lake Board Chair Arthur Carroll stated that we are currently missing one Board member and he would like to have a full Board when they do Town Manager John Sutherland's evaluation. John said he had no issues with that and will add the Town Manager's Evaluation to the March 19, 2025 agenda.

**16. ADJOURN**

Hearing no other business, Eagle Lake Board Chair Arthur Carroll asked for a motion to adjourn.

Motion by Raymond Saucier to adjourn, seconded by Apryl Gagnon.

Meeting adjourned at 8:20 p.m.

**Vote: Unanimously in favor.**