



**TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
November 20, 2024**

- 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, Denise Martin, Paul Nadeau and Raymond Saucier.

Others present included: Eagle Lake Fire Chief Robert St. Germain, Town Manager, John Sutherland, Deputy Clerk Rita Ricciardi, and Eagle Lake residents Sean and Julie Hilton.

- 2. FIRE CHIEF ROBERT ST. GERMAIN ADDRESSES THE BOARD OF SELECTMEN**

Eagle Lake Board Chair Arthur Carroll asked Eagle Lake Fire Chief Robert St. Germain if he wished to move up on the agenda and address the Board. Chief St. Germain thanked the Board for hearing him. He began by discussing the bill Eagle Lake received for getting the 1985 AMTEK, that the Town of Eagle Lake agreed to house from the Maine Forestry Service, ready to pass a State of Maine motor vehicle inspection. The bill for needed repairs and inspection was over \$3,000.00. Chief St. Germain will work with Eagle Lake Town Manager John Sutherland to reach out to Maine Forest Service to see if any of the cost can be recovered from the State of Maine since it is their truck. Chief St. Germain stated that other than the repairs, the truck is in good condition.

Chief St. Germain informed the Board that the inverter from Truck 1 was received from Midwest Fire. Bobby said the inverter was installed on the truck and is working great. It was still under warranty.

Chief St. Germain updated the Board on the status of the fire department's new recruits. He said that he is pleased that they are doing very well and they are engaged.

Chief St. Germain informed the Board that he and Town Manager John Sutherland had a conversation with Jeff Fournier regarding options to consider for an extractor to wash the department's turnout gear. Jeff was very knowledgeable and provided a couple of different brands to consider. John informed the Board that the State of Maine's Fire Marshall's office has a grant to assist municipalities in purchasing extractors for their departments. Chief Germain stated that Fort Kent Fire Chief Cole Pelletier has no issues with allowing Eagle Lake firefighters to wash their gear with Fort Kent Fire Department's Extractor.

Chief St. Germain updated the Board on OSHA's public hearing that was recently held. The hearing was six hours long. It is part of OSHA's efforts to update their requirements for fire department operations. The concern is if the new requirements are unattainable, it will put a number of rural fire departments out of service. These rural departments are staffed by volunteers and who have to balance their efforts to protect their communities and their professional and home lives. They have scheduled January 12, 2025 as the date they

plan on having a decision ready. Chief Germain added that Senators Susan Collins' and Jerod Golden oppose the new measures as being too strict and undermining rural fire departments.

3. REVIEW AND CONSIDER A REQUEST TO PROVIDE WINTER MAINTENANCE ON DEVOE BROOK ROAD BEYOND THE SCHOOL BUS TURNAROUND

Shaun and Julie Hilton returned to the Board for a follow up on their request to extend winter maintenance to Devoe Brook Road by an extra mile to the Islie Lake turnoff. Shaun gave the Board some history on how he and Julie were able to purchase the property. Greg Bookout purchased the property from G.R. Timberlands. When Shaun and Julie fulfill the contract with Greg, then ownership of the property will transfer over to them. Eagle Lake Town Manager John Sutherland said that he reached out to Eagle Lake snowplow contractor Fred Simard for a cost estimate to add the extra mile of road to his existing contract. Fred said to take his existing contract and divide the total number for the winter by the number of miles of road to be maintained. John said that when he did this he came out to \$6,546.67. Shaun asked if the Board thought it would be possible to get this issue resolved for this winter. Eagle Lake Board Chair Arthur Carroll informed Shaun that since this was a town of Eagle Lake Ordinance we will need to have public hearings and a special town meeting so the community can decide how they wish to proceed. Eagle Lake Town Manager John Sutherland added that the public hearings and special town meeting all have advertising and posting requirements that must be met. Eagle Lake Selectperson Denise Martin added that since the ordinance expires in 2025, that may be the time to alter the ordinance to add the extra mile. It will be open to discussion. Shaun and Julie asked to have an E-9-1-1 sign for Rioux Road stating that it was a private road. Shaun added that he has noticed a lot of people travelling on the road and since he had to spend a lot of his own money to rebuild the road he does not want the extra traffic on it. Eagle Lake Town Manager John Sutherland said he will look at getting an E-9-1-1 sign station that Rioux Road is a private road.

4. TOWN MANAGER'S REPORT UPDATES

John updated the Board on the following items

a. Micro Loan

John updated the Board on the following Microloan accounts.

LR05012009 paid extra and now her account is paid until October
JD08092019 brought her account up to October
JS111222021 paid extra and brought his account up to August.

John stated that the remaining accounts are up to date.

The Board asked John to have the Microloan on the December Agenda for a review and possible update. John said that he will.

b. Pond Brook Estates

John updated the Board on the following Pond Brook Estates accounts:

We received payment from apartment #3 for \$710.00. The Board expressed dismay as this account is always late. The Board does not want to kick anyone out and see them homeless, but this account has been behind for years. The Board asked John to work with the tenant to come up with a payment plan to make the account current.

John said the tenant in apartment 6 moved out and Chris was working on getting it ready for a new tenant.

c. Roads

John informed the Board that we have no road issues at this time. John added that he was informed by Maine Forestry that a case of rabies has been reported in Caribou. They are asking if we find any dead raccoons to let them know so they can be tested for rabies.

d. NASWA

John informed the Board that the final day for summer hours was Wednesday, October 16, 2024. NASWA is now on winter hours and that is Saturday, from 8-5:00 p.m.

Eagle Lake Fire Department

Eagle Lake Fire Chief Robert St. Germain informed me that he had five calls during the previous month. Three calls were assists for ASI, one was an electrical issue with a strong smell of something getting hot. It turned out to be a fluorescent light bulb overheating. The other was a fire alarm activation. Bobby said when he got there, he could hear the alarm going off but when they investigated, they found no issues.

Due to the last weekend of the month being Thanksgiving weekend, the monthly training for the Eagle Lake Volunteer Fire Department for November is Sunday, November 17, 2024. The training is on operating our fire apparatuses and they will be having a Personal Protective Equipment inspection and training.

Eagle Lake Fire Chief Robert St. Germain informed me that new firefighters Joey Mills and Evan Gagnon looked good at recent Jaws of Life training. Bobby said that for new recruits, they were both engaged in the training and both seemed motivated to learn.

Chief Germain informed me that they are looking at doing an EVOC course in Fort Kent beginning Thursday, December 12.

5. MONTHLY FINANCIALS –October 2024

Review monthly financials for October

a. Bank Reconciliations; Including Pond Brook Reconciliation

- b. Sample Check Audit**
- c. Sign Warrants**
- d. Microloan**

John reviewed the expense and revenue summaries for the month of October. John said that he is comfortable where we are at this point of the budget with revenues and expenses.

Bank Reconciliations:

John informed the Board that at this time the bank reconciliations for the Town of Eagle Lake are not reconciling despite Rita's efforts. John asked the Board to consider moving approving the bank reconciliations for the Town of Eagle Lake to next month and just reviewing the Pond Brook Bank Reconciliations.

Apryl Gagnon motioned to approve the Bank Reconciliations for the month of October for **Pond Brook Estates**, seconded by Denise Martin.

Vote: Unanimously in favor.

Sample Check Audit for October:

Eagle Lake Board Chair Arthur Carroll noted that there were two sample check audits for the month of October. One request was sent to him and one to Apryl Gagnon.

Denise Martin motioned to approve the Sample Check Audit for both the Town of Eagle Lake and Pond Brook Estates for the month of October, seconded by Paul Nadeau.

Vote: Unanimously in Favor.

Warrants:

The Board reviewed the warrants for October, 2024. Arthur asked if there were any questions, issues or concerns mentioned. Hearing none, he asked if the Board was ready to vote.

Denise Martin motioned to sign the warrants, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

Micro Loan Reconciliation:

The Board reviewed the Micro Loan Reconciliation for October 2024. Eagle Lake Board Chair Arthur Carroll said the Board was previously updated on the status of the microloan accounts.

Denise Martin moved to approve the Micro Loan Reconciliation for the month of

October, seconded by Raymond Saucier.

Vote: Unanimously in Favor.

6. PUBLIC COMMENT

Eagle Lake Board Chair Arthur Carroll noted that there was no public present at this time.

7. REVIEW AND ACCEPT MINUTES FOR THE FOLLOWING:

OCTOBER 16, 2024, BOARD OF SELECTMEN'S MEETING

Eagle Lake Board Chair Arthur Carroll asked if everyone had an opportunity to review the minutes of the October 16, 2024 Board of Selectmen's meeting and if they are ready to vote to approve the minutes.

Motion made by Apryl Gagnon to approve the minutes for the October 16, 2024 Board of Selectmen's meeting, seconded by Denise Martin

Vote: Unanimously in favor.

8. REVIEW AND CONSIDER UPCOMING MUNICIPAL BUDGET

Eagle Lake Town Manager John Sutherland said that he added this item to the agenda because before you know it, we will be discussing the upcoming municipal budget. John asked the Board if there are any items that they would like to see in the upcoming budget. Eagle Lake Selectperson Denise Martin asked if there were plans on ditching Devoe Brook Road this year. Eagle Lake Town Manager said that he plans on putting the project out to bid this spring. Eagle Lake Selectperson, Paul Nadeau said that he is asked by residents of Sly Brook Road about when the town will pave the final mile of Sly Brook Road. Eagle Lake Deputy Clerk Rita Ricciardi asked if the driveway for the Eagle Lake municipal building was being considered for repair. John replied that it was discussed adding the driveway repair to the Devoe Brook Road upgrade project. John was advised to get the bids out early so the work can be scheduled before contractors book up for the summer.

9. REVIEW AND CONSIDER QUOTE FROM ARBORIST BUTCH DUBOIS

John informed the Board that at the previous Board of Selectmen's meeting, the Board asked John to get a quote from Butch Dubois for removing and disposing of three dead trees beside the Eagle Lake municipal building. Butch responded with a bid of \$1,200 to \$1,500 for cutting, chipping and disposal of the three dead trees. The Board asked John to reach out to Jonnie Desjardins to see what he would charge for the same work. The Board then would accept the lesser of the two quotes.

10. REVIEW AND CONSIDER UPCOMING THANKSGIVING HOLIDAY SCHEDULE

John informed the Board that the Town Office will be closed on Thursday, November

28, 2024 and Friday, November 29, 2024 for observance of Thanksgiving holiday. The Town Office will reopen on Monday, December 2, 2024 to serve the residents of Eagle Lake. Eagle Lake Selectperson Denise Martin asked if a Board vote was needed and John said no. This is a scheduled holiday and it is in the Personnel Policy.

11. REVIEW AND CONSIDER UPCOMING CHRISTMAS HOLIDAY SCHEDULE

John said that Christmas is on Wednesday this year. The Personnel Policy states that the Town Office is closed on Christmas Day and one-half day December 24 for Christmas Eve. John said that there is no action is needed by the Board. This is informational only.

12. REVIEW AND CONSIDER MOVING FUNDS FROM THE OPERATING ACCOUNT TO CEDARS ACCOUNT TO TAKE ADVANTAGE OF HIGHER INTEREST RATES.

John said that we kept 550,000 in an ICS account at Katahdin Trust Company to take advantage of higher interest rates than we get on our regular checking account. We withdrew \$255,000 to help us get through a slow stretch until commitment would allow revenues to replenish. John said that since our recent commitment, we are showing strong revenues. John would like the Board to consider taking \$255,000 from our operating checking account and putting into the Cedars account for higher interest. We are currently getting \$1,000 per month on \$250,000. If we add \$255,000 to our Cedars account we will be getting over \$2,000 per month or \$24,000 per year interest.

Motion made by Raymond Saucier to transfer \$250,000 from the Town of Eagle Lake Operations account and transfer it to the Cedars account to take advantage of higher interest rates, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

13. REVIEW AND CONSIDER APPLYING FOR A GRANT FOR A TURNOUT GEAR WASHING MACHINE

The Maine State Fire Marshall's office has sponsored a grant to help fund fire department turnout gear washing machines called extractors. The grant is for up to \$5,000 dollars. John said that he looked at a number of different models and saw that in the \$5-\$8,000 price range he feels that he can get a machine that will serve our fire department well. John added that Maine Municipal Association has a safety enhancement grant that we can use to partner with the Fire Marshall's grant to help absorb the cost of a new machine. Removing cancer causing carcinogens from the firefighter's turnout gear is another way we can increase the safety to our local heroes. John added that Chief St. Germain said that Fort Kent Fire Chief Cole Pelletier is open to Eagle Lake Firefighters using their machine until we get one of our own.

Motion made by Paul Nadeau to move forward with the State of Maine Fire Marshall's Office grant for an Extractor washing machine for the fire department's turnout gear, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

14. SLY BROOK ROAD FIRE DEPARTMENT SUBSTATION UPDATE

John read a letter to the Board that he received from HUD Environmental Officer Joshua Helms. Joshua informed John that Eagle Lake's project is not high on his priority list because we are lacking funding for a complete project. Joshua stated that he has multiple projects that he is working on and he is prioritizing the projects that are fully funded and ready to move forward. John informed the Board that he has a video conference with Joshua and hopes to get updated on what is needed to finalize the environmental review so the project can get back on track.

John said he also plans on reaching out to Senator King and Senator Snow's offices and see if we can get another round of Congressional Delegations Spending. John said he was also encouraged by Northern Borders to apply for a grant in the spring of 2025.

15. OTHER BUSINESS

John informed the Board he plans on leaving on Tuesday, November 26, 2024 to spend the Thanksgiving holiday in Vermont with his daughter Julia. He expects to return to Eagle Lake on Sunday, December 1, 2024 and return to work on Monday, December 2, 2024.

16. ADJOURN

Moved by Denise Martin to adjourn, seconded by Apryl Gagnon
Meeting adjourned at 7:58 p.m.

Vote: Unanimously in favor.