TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**March 17, 2021**

1. The meeting was called to order by Board Chair, Arthur Carroll at5:30 P.M.

The Board members present via Zoom included: Arthur Carroll, Wendy Dube, Brian Devoe, Jennifer Dube and Raymond Saucier.

 Others in attendance were: John Sutherland, Town Manager; Apryl Gagnon, Deputy

 Clerk; and Timothy Poitras, Town Auditor via Zoom.

2. TOWN MANAGER’S REPORT

UPDATES

 a. Micro Loan

 All Micro Loans are current.

 b. Pond Brook Estates

 Maintenance is still currently working in apartment 2 to get it ready for a new tenant.

 We are currently doing a major cleaning, redoing the upstairs floors and repainting

 each room. John stated that Chris does an excellent job getting the apartments

 ready for each new tenant.

 Two of our tenants have received ACAP COVID-19 assistance for rent. John assisted

 each tenant in properly filling out the applications. The funds have been deposited in

 the Town of Eagle Lake account and John had them transferred to the Pond Brook

 Estates account.

 c. Roads

 Old Main Street had a bump develop where the culvert was replaced last fall near

 223 Old Main Street. Fred Simard stated that water was collecting there and that was

 causing the material that he previously put there to erode. Fred patched the hole with

 a more porous material that would allow the water to drain. John will keep an eye on

 this issue.

 John Sutherland will follow up with Water and Sewer District Superintendent Gerald

 Raymond to make sure they have enough rings to raise the manholes on Old Main

 Street prior to paving the street next summer. If the manholes are not raised then, a

 bump will occur as traffic passes over each manhole. The rings will raise each

 manhole so they are level with the road so it will be smoother for people traveling

 the road.

 d. NASWA

 NASWA has a meeting on March 18, 2021. The transfer station is now collecting

 corrugated cardboard, #2 plastic, cans, and would like to start introducing more

 materials which will be discussed at the next meeting.

 e. Eagle Lake Fire Department

 There were 2 calls for the past month. Rene St. Onge reports that he will start

. looking into training for the firemen as the COVID numbers have decreased. He

 would also like to start planning for fundraisers for this upcoming summer.

 f. Credit Card Update

 Town Manager, John Sutherland, reports that the town credit card now has a due date

 of the 26th of the month and will no longer accrue any late fee charges.

 g. Grant Application Update

 The U.S.D.A. Rural Business Enterprise Grant application has been completed on

 behalf of the Eagle Lake Winter Riders and submitted to the U.S.D.A in Bangor.

 Town Manager, John Sutherland has also submitted to the Maine Capital Equipment

 Grant on behalf of the Eagle Lake Winter Riders. The club is looking to replace the

 2009 Piston Bulley that they currently operate and are looking to secure funding.

 As the groomer ages, they are having more breakdowns which are expensive.

 A new groomer would cost $255,000. The U.S.D.A. grant was for $99,998 and

 Maine Capital Equipment grant is for $80,000. John stated that the U.S.D.A. grant

 gives additional points for applications under $ 100,000.

3. MONTHLY FINANCIALS-February 2021

 Review monthly financials for February 2021

 a. Bank Reconciliations and Pond Brook Reconciliation

 Moved by Brian Devoe to accept the Bank Reconciliations for both the Town of Eagle Lake

 and Pond Brook Estates for February 2021, seconded by Wendy Dube.

 Vote: Unanimously in favor.

b. Sample Check Audit

Moved by Wendy Dube to accept the Sample Check Audit for February 2021, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

c. Sign Warrants

 John updated the Board of Selectman on a second Warrant for the Town of Eagle Lake for

 February 2021. This will cover invoices received after the Selectmen packets went out.

 Moved by Jennifer Dube to accept the Warrants for the Town of Eagle Lake for February

 2021, seconded by Wendy Dube

 Vote: Unanimously in favor.

 Moved by Jennifer Dube to accept the Payroll Warrants for February 2021,

 seconded by Wendy Dube.

 Vote: Unanimously in favor.

 Moved by Raymond Saucier to accept the Warrants for the Pond Brook Estates for February

 2021, seconded by Brian Devoe.

 Vote: Unanimously in favor.

d. Microloan Reconciliation

 Moved by Raymond Saucier to accept the Microloan Reconciliations for February 2021,

 seconded by Brian Devoe.

 Vote: Unanimously in favor.

4. PUBLIC COMMENT

 No public comment at this time.

5. APPROVE THE MINUTES OF THE February 17, 2021 SELECTMEN’S MEETING

Moved by Raymond Saucier to accept the Meeting Minutes of February 17, 2021, seconded by Brian Devoe.

 Vote: Unanimously in favor.

6. REVIEW MUNICIPAL TOWN AUDIT WITH AUDITOR TIM POITRAS

. The Municipal audit was good, Tim Poitras recommends that there should be an open line

 of communications in regards to the School Board accounts. He would like to see better

 communication between the School and the Municipality. The Town should have the ability to

 review bank statements, all revenue receipts and expenses. On the Municipal side, Tim

 commented that he would like to see the municipal accounts kept in binders until the audit.

 It makes it easier for the auditors to locate the material that they need to conduct the audit.

Moved by Brian Devoe to accept the 2019-2020 Municipal Audit, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

7. APPROVE AND RATIFY THE HIRING OF LISA GATCOMB AS PART TIME DEPUTY TOWN

 CLERK

 Moved by Brian Devoe to approve and ratify the hiring of Lisa Gatcomb as the Part-Time Deputy

 Town Clerk, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

8. APPOINT PHILLIP LEBEOUF TO THE TOWN FOREST COMMITTEE

 Michael Collins has moved from Eagle Lake and has resigned from his position on the Forest

 Committee. Phillip Lebeouf has expressed an interest in replacing Michael on the Forest

 Committee.

Moved by Brian Devoe to appoint Phillip Lebeouf for the Forest Committee, seconded by Raymond Saucier.

Vote: Unanimously in favor.

9. APPOINT MICHELLE RAYMOND TO THE BUDGET COMMITTEE

 Michael Collins has moved from the area creating a vacancy on the Budget Committee.

 Michelle Raymond has expressed an interest in being appointed to the Budget Committee.

Moved by Wendy Dube to appoint Michelle Raymond to the Budget Committee, seconded by Brian Devoe.

 Vote: Unanimously in favor.

10. LOCAL ROAD POSTING

 The Board discussed posting the local roads for the Town of Eagle Lake due to spring time

 conditions. This will limit the weight to 23,000 or less when the temperature is above freezing or

 when there is water in the road. The road will be posted from March 19th, 2021 to May 21st,

 2021.

Moved by Brian Devoe to approve posting the local roads from March 19 to May 21, 2021,

seconded by Raymond Saucier.

Vote: Unanimously in favor.

11. OTHER BUSINESS

 John Sutherland, Town Manager was contacted by Northeast Title requesting that a Quick Claim

 Deed be drawn up for property at 1019 Sly Brook Road as an Abatement on the property was

 never recorded at the registry for this property.

 Moved by Raymond Saucier to sign the Quick Claim Deed for property 1019 Sly Brook Road,

seconded by Wendy Dube.

 Vote: Unanimously in favor.

 Discussion for the signage on Sly Brook Road for the Soldier Pond ATV Club who received a bill

from the state for new signs. The Club can not afford the bill for signs and would like to see what

can be done for this bill. John Sutherland will contact Brian Bronson to see what can be done to

reduce the amount or set up a set up a payment arrangement that allows the amount to be paid

in the new budget. This will allow funds to be set aside to cover the unplanned expense.

 The Town of Eagle Lake is eligible for some relief with the new Stimulus Package that has been

past. The town is eligible for $80,000 which will possibly be sent in two payments- half in 2021

and the other half in 2022. The monies will most likely have to be spent on COVID related issues.

Nomination papers are available at the town office for 2 Selectman seats as Jennifer Dube and Wendy Dube’s terms are up. There is also a seat for one School Board Director available: Tom Roy’s term is up. Nominations are due at the town office on April 23, 2021.

The Annual Municipal Elections will be held on June 8th, 2021 and the Annual Town Meeting will be held on June 9th, 2021. John Sutherland will discuss with Michelle the possibility of utilizing the Powell Gym for the Annual Town Meeting due to COVID-19 and adequate spacing.

EXECUTIVE SESSION: 1 M.R.S.A 405 § (6) (A) Personnel Matters

Discussion of Employee Wages in the upcoming budget

The Board moves into executive session at 7:30pm

The Board moved out of Executive Session at 8:27 P.M.

No action was taken as a result of Executive Session

12. ADJOURN

 Moved by Wendy Dube to Adjourn at 8:30pm seconded by Ray Saucier

 Vote: Unanimously in favor.