 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**July 20, 2022**

1. The meeting was called to order by Board Chair Arthur Carroll at5:31 P.M.

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

Others in attendance were: Eagle Lake Fire Chief Robert St. Germain, Town Manager John Sutherland, and Deputy Clerk Apryl Gagnon.

2. EXECUTIVE SESSION 1 M.R.S.A 405 § (6) (A) PERSONNEL MATTERS

 Discussion with Eagle Lake Fire Chief Robert St. Germain

 Motion made by Brian Devoe to enter into Executive Session at 6:13 p.m., seconded by

 Jennifer Dube.

 Vote: Unanimously in favor.

 No motion was made a result of the Executive Session.

3. TOWN MANAGER’S REPORT UPDATES

 a. Micro Loan

 The Micro Loan Status of DKL012809 is caught up until March 2022. He came into

 the office and John Sutherland informed him that he needed to set up a payment

 schedule that will make his account current.

 TR02122020 has made a recent payment and is caught up until May 2022. He has

 been made aware he needs to bring his account current

.

 All other accounts are up to date.

b. Pond Brook Estates

 John Sutherland is working with Nikki McNally from ACAP’s rental assistance

 program for Pond Brook units 6 and 15. John Sutherland expects that both

 applications will be approved.

 Travis Delisle informed John Sutherland that he expects to be doing the roofing at

 Pond Brook Estates by the end of July or beginning of August time frame.

 All other accounts are current.

c. Roads

 Gilmore Brook Road

 There have been some beaver issues by a culvert on Gilmore Brook Road. John

 Sutherland contacted the Maine Warden Services, and they recommended Magella

 Bouchard from Fort Kent as he is certified through the state to remove nuisance

 beavers.

 There is also an issue with beavers on the town walking trails behind the town office.

 Magella inspected the site and feels that there are multiple beavers in this area. The

 beavers are damming the stream and water is backing up on the walking trail.

 Makayla Drive

 Last week’s rain storm washed material down Makayla Drive where it accumulated

 at the base of the road. Maintenance is going to pick the material up and replace it on

 the side of the road where it washed out.

d. NASWA

 NASWA received a $25,000 grant to improve recycling at the Eagle Lake transfer

 station. John Sutherland received word this week that NASWA could begin

 expending the grant funds. One of the biggest needs at the transfer station is to

 purchase a skid steer with forks to move the bales of recycled material around the

 recycling storage area. It is also needed to load bales of materials into tractor trailers

 for shipping.

 NASWA sent out a truckload of steel material this past week. This is the third

 truckload of steel sent out this year.

 John has also been working on the License Amendment.

e. Eagle Lake Fire Department

 Eagle Lake Fire Department responded to three calls this month. One for carbon

 monoxide detector going off, one for smoke investigation (with no fire) and one

 structure fire.

 The next training is scheduled for July 24th. Fire Chief St. Germain said he will be

 going over everything for the Basic Fire Fighting course that his firefighters are

 taking. This will help to prepare his firefighters for their physical practical portion of

 the fire course that will be held on August 6 at Crosslake Fire Station.

 Bureau of Labor Update

 Mary Matthews informed John Sutherland that instead of the penalty reduction

 discussion taking place at the Career Center in Presque Isle, Steven Greenly would

 like to have the discussion in Eagle Lake. John informed Eagle Lake Fire Chief

 Robert St. Germain of this and that Steven would like to inspect our site and verify

 that the needed work is complete. John feels that by seeing the site first hand and

 seeing our efforts to be in compliance on all of the citations, not just the penalty

 ones, that they should be in good shape to discuss the penalty reductions.

4. MONTHLY FINANCIALS-JUNE 2022

 Review monthly financials for June 2022

a. Bank Reconciliations; Including Pond Brook.

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

 months February 2022 through May 2022, seconded by Jennifer Dube.

 Moved by Brian Devoe to accept the Pond Brook Estates Reconciliation, for June

 2022, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

b. Sample Check Audit

 Moved by Brian Devoe to accept the Sample Check Audit, seconded by Jennifer

 Dube.

 Vote: Unanimously in favor.

c. Sign Warrants

 Moved by Brian Devoe to accept the Warrants for June 2022, seconded by

 Jennifer Dube.

 Vote: Unanimously in favor.

d. Micro Loan

 Moved by Jennifer Dube to accept the Micro Loan Reconciliation for June 2022,

 seconded by Brian Devoe.

Vote: Unanimously in favor.

5. PUBLIC COMMENT

 John Francis, member of the Eagle Lake Trail Blazers Club addressed the Board in

regards to the Board signing off on a Landowner Permission form. John states that in

order to apply for their grant through the state, that they need all landowners to grant

permission to use the trails. He states that ATV Maine regulates the guidelines that they

follow for these trails. He also states that the landowners are the ones that decide what

type of vehicle/ATV can use their private property. The Board discussed options with

ATV members and a plan was made that the ATV club will provide a map that shows all properties that only allow ATV passage and bring to the Board.

Gilles Daigle attended the meeting to discuss his driveway at 1759 Sly Brook Road and

the grading that is being done on the road. He states that the grading is causing run off

water to flow directly in his driveway and the grader needs to crown the road the other

way to avoid silt and water erosion from going directly into his driveway. He would like

for this to be addressed and taken care of. The Board discussed that the grading

contractor would need to be contacted to have this taken care of by the end of the week.

All were in agreement.

6. REVIEW AND ACCEPT MINUTES:

 JUNE 15, 2022 ANNUAL TOWN MEETING

 Moved by Jennifer Dube to accept the June 15, 2022 Annual Town Meeting minutes,

seconded by Brian Devoe.

 Vote: Unanimously in favor.

 JUNE 15, 2022 BOARD OF SELECTMEN’S MEETING

 Moved by Brian Devoe to accept the June 15, 2022 Board of Selectmen Meeting

minutes, seconder by Jennifer Dube.

 Vote: Unanimously in favor.

7. REVIEW AND CONSIDER DISPOSAL OF THE 1980 FORD AND THE 1987

 INTERNATIONAL FIRE ENGINES

 Moved by Brian Devoe to donate the 1987 International Fire Truck to the Allagash Fire

Department, seconded by Jennifer Dube.

Vote: Unanimously in favor.

 Moved by Brian Devoe to dispose of 1980 Ford Fire Truck as scrap metal, seconded by Jennifer

Dube.

Vote: Unanimously in favor.

8. REVIEW AND CONSIDER CD BANK RATES

 The Town of Eagle Lake was notified by Key Bank that our CD totaling $8,534.43 was

going to be closed out by Key Bank. Key Bank was beginning to remove small

municipal CDs from their banking portfolio. The Board requested that John Sutherland

look into what other banks are offering for CDs and he chose three different banks,

Norstate Federal Credit Union, Acadia Federal Credit Union, and TD Bank all in Fort

Kent. The best option is with TD Bank. Their rates are as follows, 1.6% for 24 months,

1.8% for 36 months, and 1.9% for 48 months. Norstate’s best was 1.116% for 60

months. Acadia’s highest is 0.70% for 60 months. John’s recommendation is to go with

the highest rate of 1.9% for 60 months at TD Bank.

Moved by Wendy Dube to follow John’s recommendation and go with TD Bank since

their interest rates are the highest, second by Jennifer Dube.

Vote: Unanimously in favor.

9. REVIEW AND CONSIDER AN APPLICATION FOR A SCRAP METAL PERMIT

 The Board received an application from Bruce Dube for a scrap metal permit. His site

was reviewed and the Board members expressed concern regarding the size, slope and

location. The town offered a site at the Industrial Park and received a negative

response by community members attending the public hearing on the site.

Moved by Brian Devoe to deny the scrap metal permit submitted to the town from Bruce

Dube for his own lot due to the environmental impact to the wells and local brooks, and

issues with setbacks, seconded by Jennifer Dube.

Vote: Unanimously in favor.

10. REVIEW AND CONSIDER GOING OUT TO BID FOR SLY BROOK ROAD

The Town of Eagle Lake has worked to upgrade the gravel portion of Sly Brook Road. Each of the previous three years we upgraded approximately 1,500 feet of road. We have approximately 1,900 feet of road to the turn around. John Sutherland would like to have the final portion of the road upgraded this year.

The Board recommended that the bid packets include a start date and a deadline to have the project completed by.

Moved by Brian Devoe to move forward with going out to bid for upgrading the last portion of Sly Brook Road, seconded by Jennifer Dube.

Vote: Unanimously in favor.

11. REVIEW AND CONCIDER PURCHASING A NEW TRACTOR

At this year’s annual town meeting, Article 39 asked to appropriate $10,000 and to

borrow a sum not to exceed $30,000 on terms that the Selectmen deem to be in the best

interest of the Town of Eagle Lake for the purchase of a new tractor, with a loader, snow

blower and blade attachments and to dispose of the 1997 John Deere tractor on terms

that they believe in the best interest of the town and direct the proceeds of the sale

towards the outstanding balance of the new tractor.

Moved by Brian Devoe to accept moving forward with the purchase of a new tractor and

the disposal of the old tractor, seconded by Jennifer Dube.

Vote: Unanimously in favor.

12. REVIEW AND CONSIDER RATIFYING EMPLOYEE PAY RATES

 The budget for employee salaries was approved at Town Meeting. The Budget

Committee and Select Board agreed to the following pay rate:

Town Manager’s Salary: $57,200

Full Time: Deputy Clerk $16.90 per hour and Maintenance $16.64 per hour

Pat Time: Deputy Clerk $15.60 per hour and Maintenance $13.00

Select Board $1,000 each, $1,500 for Vice-Chair and $2,000 for Chair

Moved by Brian Devoe to ratify salaries approved at Annual Town Meeting, seconded

by Jennifer Dube.

Vote: Unanimously in favor.

13. REVIEW AND CONSIDER RESETTING CULVERTS

 John Sutherland has been approached by four different community members with

concerns on their driveway culverts. Lucy Dube, Fernand Albert, Suzanne Morneault

and Dale Pelletier have culverts that are raised and need to be reset.

Michelle Raymond also informed John that she had to replace her culvert at her house

on 190 Devoe Brook Road. She said that she had a contractor replace the metal culvert

with a new plastic one. The total amount for the culvert and earthwork is $402.88. She is

asking for the Town to reimburse her for the expense.

There is also a culvert at Pond Brook Estates that will need to be replaced as well.

Maine statute Title 23, Chapter 13 § 705 states that the property owner shall provide the

first culvert and the municipality shall install and maintain.

Moved by Brian Devoe to go out to bid for the resetting of the culvert to for each

driveway experiencing issues, seconded by Jennifer Dube.

Vote: Unanimously in favor.

14. REVIEW AND CONSIDER APPOINTING MICHAEL MICHAUD AND MICHELLE

 RAYMOND TO THE BOARD OF APPEALS

 The Town currently has Tom Pelletier and Daniel Picard as members of the Board of

Appeals. Corey Lathrop requested a building permit for a shed on hits property located

at 134 Old Main Street. Planning Board Chair John Martin informed John that the

Planning Board did not think the request was in compliance with DEP regulations. John

Martin informed John Sutherland that he told the Lathrops that they needed to satisfy

the DEP regulations before the Planning Board could approve his request. Corey is

requesting the Board of Appeals to hear his case. Dan Picard is advising Corey on this

issue so he will need to declare a conflict and recuse himself.

John Sutherland spoke with Michael Michaud and Michelle Raymond about being

appointed to the Board of Appeals. Mike works for Irving Woodlands and is an asset on

the Road Committee. He also has experience working with Maine DEP while building

roads for Irving.

Both individuals are excellent candidates for the Board of Appeals and they both

indicated they will accept if appointed. John also spoke with Scott Belair and Dawn

Hurd from Maine DEP and they will be attending the meeting.

 Moved by Brian Devoe to appoint Michael Michaud and Michelle Raymond to become

members of the Board of Appeals, seconded by Jennifer Dube.

Vote: Unanimously in favor.

15. REVIEW AND CONSIDER SIGNING AGREEMENT WITH AROOSTOOK COUNTY

 TO ACCESS AROOSTOOK COUNTY A.R.P.A. FUNDS

 The Aroostook County A.R.P.A. Administration, Steve Pelletier informed John

Sutherland that the application for Aroostook County A.R.P.A. grant funds that

the Town applied for to upgrade the Board of Selectmen’s Meeting Room and the Fire

Department Training Room to both be accessible for ZOOM videoconferencing for

public meetings was successful. Steve sent a copy of the contract to be approved and

signed by the Board.

Moved by Brian Devoe to accept and sign contract to move forward with upgrading the

Board of Selectmen’s Meeting Room and the Fire Department Training Room, seconded by Jennifer Dube

16. RATIFY THE HIRING OF BAILEY O’BRIEN AS SUMMER RECREATION

 DIRECTOR

 John Sutherland completed interviews for the Summer Recreation Director and has

chosen Bailey O’Brien. The Board will have to ratify her hiring.

 John has also interviewed Vivian Drolet for the Part-Time Deputy Clerk position and

she has accepted the position. The Board will have to ratify this position as well.

Move by Brian Devoe to ratify the Bailey O’Brien for Summer Recreation Director and

Vivien Drolet for Part-Time Deputy Clerk, seconded by Jennifer Dube.

Vote: Unanimously in favor.

17. OTHER BUSINESS

 John Sutherland discussed with the Board the hiring of Marilyn Pinette to assist in

training the new Part-Time employee. The Board was in agreement to hire Marilyn to

assist in training.

18. EXECUTIVE SESSION 1 M.R.S.A 405 § (6) (A) PERSONNEL MATTERS

 Discussion with Town Manager

 No motion was made as a result of the Executive Session.

19. ADJOURN