



TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
September 17, 2025

1. **CALL MEETING TO ORDER AT 5:30 P.M.**

The meeting was called to order at 5:30 p.m. by Eagle Lake Board Chair Arthur Carroll. Board members in attendance are Arthur Carroll, Apryl Gagnon, Raymond Saucier and Holly Hardwick.

Others present included: Eagle Lake Town Manager John Sutherland and Eagle Lake Deputy Clerk Retta Stetler and RHR Smith Non-Attest Services Director Karen Olivieri

Eagle Lake Residents: Scott and Nancy Ayles, Shawn and Julie Hilton Donna Horrigan, Greg Stevens, Thomas Ripp Jr., Lita Devoe, Cindy Griffeth, Wendy Dube, Suzette Surrells, and Michelle Raymond. WAGM Channel 8 news was also in attendance.

2. **PUBLIC HEARING: ORDER BY THE MUNICIPAL OFFICERS**

Eagle Lake Board Chair Arthur Carroll opened the public hearing at 5:30 p.m. Julie Hilton presented a petition of signatures that she stated showed support for the municipality to plow to the end of the public right of way on Devoe Brook Road. Shawn Hilton added that they are now living beyond the end of the public right of way and they have been plowing part of the town road for one year.

Eagle Lake resident Suzette Surrells stated that the Hiltons bought a house knowing the road was not plowed. She feels that the Hiltons are doing it right by approaching the Select Board to open discussion. However, she stated that she feels that the extra cost will raise taxes for everyone. It does not seem fair when only two people will benefit.

Eagle Lake resident Cindy Griffeth stated that she feels that if the town pushes people out because they do not want to maintain an extra mile of road it will discourage growth.

Eagle Lake resident Scott Ayles stated that he understood the town voted to authorize the Selectmen to close the road by not providing winter maintenance. However, he added that he feels the Hiltons bring new blood to town, they want to work and spend money locally.

Former Eagle Lake Selectman Wendy Dube asked what is the distance of road that the town closes during the winter months. Eagle Lake Town Manager John Sutherland replied 1.25 miles.

Eagle Lake Board Chair Arthur Carroll stated that this agreement has been in effect since 2009 and if they did their due diligence prior to purchasing the property, they would have known. Julie Hilton retorted, "Who cares what it was, this is 2025".

Eagle Lake Resident Michelle Raymond began by saying that she served on the Board for 20 years before getting off the Board in 2019, offered some history on the discontinued roads. She stated that these sections of roads were never plowed. Residents became concerned with sprawl and having people move into the community and decide to live beyond where the roads were maintained. In 2009, the legislative body decided at annual town meeting to

authorize the Board of Selectmen to make decisions at the municipal level when deciding which roads were not be maintained year-round. A number of these roads were old logging or farm roads and were not designed to be maintained year-round.

Wendy Dube added that Gilmore Brook Road is dangerous and would be difficult to maintain during the winter. Eagle Lake resident Scott Ayles stated that Gilmore Brook Road is a similar situation where one family lives beyond the closed portion. Arthur Carroll stated that the previous owner would snow sled in and out of Gilmore Brook Road. They would park their vehicle at the plow turn around. The Goodman's requested that the Town go in and plow the road for them. However, it would be a considerable expense to upgrade the road so it would be safe to plow. At that time, the town made the decision not to maintain the full length of Gilmore Brook Road year-round. Scott Ayles added that he felt troubled with the decision at hand. Our community has a number of people living on a fixed income and we do not want to tax them out of their homes. Our community will become a ghost town. On the other hand, the Hiltons represent the opportunity to have a new family in town to help preserve the future of the community.

Eagle Lake Board Chair Arthur Carroll added that it is a difficult decision. We want to encourage people to move in, but in many cases, they purchase property beyond the roadways that the Town maintains. Then they want the Town to upgrade their road and begin maintaining it year-round. This will put additional pressure on our local taxpayers and many of them are on fixed incomes or are low to moderate income levels.

Michelle Raymond stated that we want our community to appear welcoming and we want growth. But we cannot place the additional burden on the backs of people who cannot afford it.

Motion made by Raymond Saucier to close the public hearing, seconded by Apryl Gagnon.

Vote: Unanimously in favor. Public hearing closed at 6:10 p.m.

Eagle Lake Board Chair opened the Board of Selectmen's meeting at 6:10 p.m.

3. **VOTE: ORDER BY THE MUNICIPAL OFFICERS**
Motion made by Raymond Saucier to extend the Order By Municipal Officers from November 1, 2025 to April 30th 2030, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

4. **MEETING WITH EAGLE LAKE AUDITOR KAREN OLIVIERI**
RHR Smith Non-Attest Services Director Karen Olivieri attended the meeting via Zoom Video Conferencing. She said that she is currently in Wiscasset and she was having some difficulty with her signal. Karen stated that she is taking the account over from RHR Smith auditor Mary Dahlgren. Mary provided her with an update on the issues that we are having between our General Ledger and Journal Ledgers. Karen added that she is working with Trio, Mary and Retta to gather information to help her understand the issue so she can look for answers to resolve it. She began working on the issue two weeks ago. She is

waiting to get access to Trio so she can go into budgetary and run reports that could potentially point her to where the issue is. John said that he contacted Northern Business products in Presque Isle and spoke to their technical support staff to see what is needed for Karen to remote into our Trio Budgetary account so she can gain access to reports to assist her efforts. John added that he will reach out to Aaron tomorrow to get an update on where they are in getting Karen access. Karen added that her first task will be to determine if the Due To and Due From accounts are functioning properly. The Board thanked Karen for updating them and said they appreciated her efforts to help us resolve the issue.

5. TOWN MANAGER'S REPORT
UPDATES

Micro Loan

LR05012009 - We received one payment totaling 157.00 for the month. She is now paid up through September 2025.

DKL012809 - We did not receive a payment this month. However, his account is caught up until September 2025.

JD08092019- We received \$350 in August. Their account is paid through August 2025.

RS10072020 – Russell made a payment of \$1,898.78 in August. His account is now paid off.

TR02122020 – We received a payment of \$701.50 for August. This brings his account up to October 2025

JS11122021 - We received a payment in August for \$280. His account is paid until up to April 2025.

VLD08102023 - We received one payment of \$276.35. They are caught up until October 2025

MB06062024- Was scheduled to make his first payment on December 2025. He came in with \$2,000 this month. He said he plans on coming in with additional funds as bear season continues.

a. Pond Brook Estates

Diane Haines has moved into apartment #2. She is getting to know her neighbors and the community.

c. Roads

Gilmore Brook Road Update

John informed the Board that he spoke to Fred Simard about doing some work on Gilmore Brook Road prior to Trombley paving it. The hill suffered from erosion due to this summer's rain. Abutting property owner Kyle Robertson filled the ditch in so the water now runs down the road. We need to reestablish the ditch and shape the shoulders so the water will run into the ditch. John added that he

told Fred that before he begins working, let him know so he can go up and have a chat with Kyle.

Paving Update

John stated that he had not heard from Trombley Industries on when they plan on paving Lakeside Lane and Gilmore Brook Road. He will reach out to them prior to the next meeting and update the Board.

Devoe Brook Road Update

John said he spoke to Fred Simard regarding the work needing to be done on Devoe Brook Road. John walked the road with him and pointed out the culverts, the shoulder work that needs to be done, the soft area that needs to be removed and where the lump in the road is that we need removed. John said he discussed the water drainage and the work needed on Forest Drive. John added he asked him to start after he does Gilmore Brook Road. He would like the work completed on Gilmore Brook Road before Trombley gets there to pave it.

d. NASWA

John stated that the transfer station continues to be busy. We have a number of people trying to bring the debris from their fall projects. John added summer hours will continue until October 15.

e. Eagle Lake Fire Department

Eagle Lake Fire Chief Robert St. Germain informed me that the Eagle Lake Fire Department responded to three calls last month. One call was for an electrical fire in Wallagrass and the other two were EMS assist.

Eagle Lake Fire Chief Robert St. Germain informed me that training is scheduled for September 28, 2025. The training for September is on ladders. The training is the last of the Department of Labor's required trainings that we need.

6. MONTHLY FINANCIALS – August 2025

Review monthly financials for August 2025

a. Bank Reconciliations; Including Pond Brook

The Board reviewed the Bank Reconciliations for the month of August 2025 for the Town of Eagle Lake and Pond Brook Estates. It was noted that Trio and the bank statement for the Town of Eagle Lake did not match. Eagle Lake Town Manager John Sutherland stated that we are working with Karen Olivieri, an auditor from RHR Smith and Company C.P.A., to determine where the account went out of balance and what steps are needed to get it to balance. The account reconciles in Trio but not in the General Ledger. Eagle Lake Board Chair Arthur Carroll stated that he is not comfortable accepting the bank reconciliation for the Town of Eagle Lake knowing that they do not reconcile with the General Ledger. The Board noted that Pond Brook did reconcile for the month of August.

Motion made by Apryl Gagnon to accept the Pond Brook Estates Bank Reconciliation and not the Town of Eagle Lake Bank Reconciliation, seconded by Raymond Saucier.

Vote: Unanimously in favor

b. Sample Check Audit

The Board reviewed the sample check audit for Pond Brook Estates and the Town of Eagle Lake. Eagle Lake Board Chair Arthur Carroll asked the Board if they were ready to vote to accept the Sample Check Audit for the month of August 2025.

Motion made by Apryl Gagnon to accept the Sample Check Audit for both the Town of Eagle Lake and Pond Brook Estates for the month of August 2025, seconded by Holly Hardwick.

Vote: Unanimously in favor

c. Sign Warrants

The Board reviewed the warrants for the month of September. Eagle Lake Board Chair Arthur Carroll asked if the Board was ready to sign the warrants for September 17, 2025.

Motion made by Apryl Gagnon to sign the warrants for September 17, 2025, seconded by Holly Hardwick.

Vote: Unanimously in favor

d. Microloan

The Board reviewed the Microloan for August 2025. Eagle Lake Board Chair Arthur Carroll asked the Board what their thoughts are on the Microloan.

Motion made by Apryl Gagnon to accept the Microloan for August 2025, seconded by Raymond Saucier

Vote: Unanimously in favor

7. PUBLIC COMMENT

The Board noted that there was no public in attendance.

8. REVIEW AND ACCEPT MINUTES:

AUGUST 15, 2025 PUBLIC HEARING FOR THE ORDER BY MUNICIPAL OFFICERS
AUGUST 22, 2025 BOARD OF SELECTMEN'S MEETING

Motion made by Raymond Saucier to approve the minutes of both the August 15, 2025 Public Hearing for the Order of the Municipal Officers and the August 22, 2025 Board of

Selectmen's meeting

Vote: Unanimously in favor

9. REVIEW AND CONSIDER SLY BROOK ROAD SUBSTATION UPDATES

Eagle Lake Town Manager informed the Board that the purchase and sale agreement has been signed to purchase the two acre parcel on Sly Brook Road identified as the location for the Sly Brook Road Substation. The lot has been walked by associates of surveyor Harrison Kilpatrick. John said that Harrison informed him that he is reviewing the material gathered during the site visit. He is currently working on the lot description that will be needed for the deed. Once the lot description is determined, then the description will be forwarded to Dan Picard so he can write up the deed.

John also stated that he received the initial draft of the substation layout from Sheldon Hyde. He forwarded copies to the Board and Eagle Lake Fire Chief Robert St. Germain asked for five additional copies so his officers could look them over and make comments. John said that Jeff Fournier also reviewed the draft and made his recommendations. John said that the next step is to have a workshop where the Board can add their recommendations and the fire department can add their own recommendations. Then everything can be sent to Sheldon to update his drawings.

Eagle Lake Board Chair Arthur Carroll said that we need to schedule this workshop as soon as possible. The Board discussed Tuesday, September 23, 2025 as the date of the workshop.

Motion made by Apryl Gagnon to determine the date of the workshop as Tuesday, September 23, 2025 beginning at 6:00 p.m., seconded by Raymond Saucier.

Vote: Unanimously in favor

10. REVIEW AND CONSIDER COMMITMENT UPDATE

Eagle Lake Town Manager John Sutherland informed the Board that Eagle Lake Municipal Assessor Steve Salley finished the 2025-26 Municipal Tax Commitment and is recommending the Board consider a mil rate between 16.372 and 17.19 for the upcoming Municipal Tax Commitment. John stated that one option to consider is adding \$55,000 from the Town of Eagle Lake's Undesignated funds to our upcoming Commitment and keeping the mil rate steady at 15.78. John said that in our recent Municipal Audit, our Undesignated fund balance was determined to be \$ 932,801. John added that since we are looking at having a Special Town Meeting, we can add this item to the agenda and get legislative body approval.

Eagle Lake Board Chair Arthur Carroll said he agreed with at idea and made a motion to set the mil rate at 15.78 and add \$55,000 from Undesignated to the upcoming municipal commitment tax at next week's Special Town Meeting, seconded by Raymond Saucier.

Vote: Unanimously in favor.

11. REVIEW AND CONSIDER THE EAGLE LAKE CODE ENFORCEMENT OFFICER'S POSITION

Eagle Lake Town Manager John Sutherland stated that when he put this item on the agenda,

he wanted to update the Board on his efforts to secure a Code Enforcement Officer. Cole Pelletier does Code Enforcement for the Town of Fort Kent and Wallagrass. John discussed Cole working for the town of Eagle Lake at least for the rest of this year's construction season. Then we could train one over the winter and they would be ready for next year. Cole indicated that he would consider staying longer, but his workload currently consists of his Code Enforcement Duties, Fort Kent Fire and Fort Kent Police Department.

Motion made by Apryl Gagnon to ratify the hire of Cole Pelletier as Eagle Lake's Code Enforcement Officer for the remainder of this year, then advertise the position and encourage Cole to apply for the position, seconded by Raymond Saucier.

Vote: Unanimously in favor.

12. REVIEW AND CONSIDER RATIFYING THE HIRE OF MICHAEL COLE AS MAINTENANCE FOR THE TOWN OF EAGLE LAKE

Eagle Lake Town Manager informed the Board that Michael Cole has stepped up and is doing the maintenance position. John added that Michael is talking to Chris Cote and getting updated on the duties and when they need to be done. John stated that Michael is motivated and has a strong work ethic. John said he is recommending that the Board ratify the hire of Michael Cole as the maintenance person for the Town of Eagle Lake.

Motion made by Apryl Gagnon to ratify the hire of Michael Cole as the Maintenance person for the Town of Eagle Lake, seconded by Holly Harwick.

Vote: Unanimously in favor.

13. REVIEW AND CONSIDER WINTER SALT QUOTES

John informed the Board that we received two bids for winter salt. One from The Maine Salt Company and the other is New England Salt Company. These two companies bid each year. John forwarded the sealed bids to Eagle Lake Board Chair Arthur Carroll. Arthur opened each bid and read the amount out loud. New England Salt Company bid \$ 90.00 per ton and The Maine Salt Company bid \$ \$98.50 per ton.

Motion made by Raymond Saucier to award the bid to New England Salt for \$90.00 per ton, seconded by Holly Hardwick

Vote: Unanimously in favor

14. REVIEW AND CONSIDER HAVING A SPECIAL TOWN MEETING

Eagle Lake Town Manager John Sutherland informed the Board that we have a couple of items that will need approval by the legislative body. John said that he discussed taking an additional \$55,000 from Undesignated funds and applying it to the 2025-26 Commitment to maintain the mil rate at 15.78 with Eagle Lake Board Chair Arthur Carroll and he was wondering how the Board felt. The Board agreed that since our Undesignated Fund balance is healthy, we should do it for the taxpayers. The second item is to move the date interest accumulates on unpaid taxes from October 1 that was approved at annual town meeting, to November 1 since tax bills are late going out and not the fault of our residents. After discussion the Board agreed on November 15 being the date interest will accumulate on

unpaid taxes. The third item is to ask the voters to approve \$30,000 to purchase the 93 International HME 4900 fire engine from Lavant. John asked if the Board felt October 1 or October 8 was the acceptable date for the Special Town Meeting. The Board agreed that we need to hold the Special Town Meeting as soon as possible.

Motion made by Apryl Gagnon to have the Special Town Meeting on Wednesday, October 1, 2025, seconded by Holly Hardwick.

Vote: Unanimously in favor

John said that he will have the warrant for the Special Town Meeting on Tuesday, September 23, 2025 for the Board to review and sign.

15. **OTHER BUSINESS:**

Arthur Carroll stated that Selectman Paul Nadeau left Monday for a trip to the Pacific Northwest and he expects to be gone for two weeks.

16. **ADJOURN**

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

Vote: Unanimously in favor

Meeting adjourned at 8:16 p.m.