TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**July 21, 2021**

1. The meeting was called to order by, Arthur Carroll at **5:33** P.M.

 The Board members present included: Arthur Carroll, Wendy Dube, Brian

 Devoe and Jennifer Dube.

 Others in attendance were: Town Manager John Sutherland, Deputy Clerk

 Apryl Gagnon and Eagle Lake Fire Chief Rene St. Onge.

2. ELECT BOARD CHAIR AND VICE-CHAIR FOR THE UPCOMING YEAR

 Moved by Brian Devoe to nominate Arthur Carroll as Chair for the upcoming

 year; seconded by Jennifer Dube.

 Vote: Unanimously in favor. Arthur Carroll abstained.

 Moved by Arthur Carroll to nominate Wendy Dube as Vice-Chair; seconded by

 Brian Devoe.

 Vote: Unanimously in favor. Wendy Dube abstained.

3. TOWN MANAGER’S REPORT

 UPDATES

 a. Micro Loan

 Two accounts have fallen behind, one came in with five months’

 worth of payments that got their account caught up to July. The other

 account holder was notified of his account status and stated he plans

 to come in and get the account up. John reported that all other accounts

 are current.

 b. Pond Brook Estates

 Two tenants were behind in rent as of June. One account has been

 made current and is paid up to August. The second account has been

 notified of his status and pledged to make the account current by

 making extra payments.

Apartment #9 is handicap accessible. The tenant reported an incident

in the bathroom where she almost tripped while getting out of the

shower. She is requesting that the town look into a handicap tub for

the handicap units. The Board expressed concern and agreed to start

with handicap rails in the shower/tub area to assist tenants getting in

and out of the tub.

 c. Roads

 Chris and Fred continue to fill pot holes on the gravel portion of

 Sly Brook Road. They have also continued to cold patch streets

 around town.

 d. NASWA

 AIM Recycling has been contacted to pick up the steel at the

 NASWA transfer station. Paul Gallant is still having issues

 crossing the border to pick up our steel. AIM offered $135 per ton

 picked up. NASWA has approximately two to three loads of steel

 available. NASWA also has one load of corrugated cardboard.

 Cardboard is paying approximately $130 per ton and a truck load is

 approximately twenty tons. A ramp will be made to load the

 cardboard into the outgoing trailer.

 e. Eagle Lake Fire Department

 Eagle Lake Fire Chief Rene St. Onge stated that the Eagle Lake Fire

 Department will have their next training at 8:00 a.m. on Sunday,

 July 25th, 2021. Rene also said that there are four potential

 candidates for Fire Fighter 1 training that will be held in Fort Kent

 later this summer. He plans on using the upcoming training to

 prepare them for the class. Rene also requested the purchase of new

 batteries for their infrared cameras. The Board agreed on this

 purchase.

4. MONTHLY FINANCIALS-May and June 2021

 Review monthly financials for May and June 2021

 Moved by Jennifer Dube to accept monthly Financials for May and June

 2021, seconded by Brian Devoe.

 Vote: Unanimously in favor.

 a. Bank Reconciliations and Pond Brook Reconciliation

 b. Sample Check Audit

 Moved by Wendy Dube to accept the Bank Reconciliation for Eagle

 Lake and Pond Brook Estates Reconciliation, along with the Sample

 Check Audit for Eagle Lake and Pond Brook Estates, seconded by Brian

 Devoe.

 Vote: Unanimously in favor.

 c. Sign Warrants

 Moved by Wendy Dube to sign all Warrants, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 d. Microloan Reconciliation

 Moved by Brian Devoe to accept the Micro Loan Reconciliation for

 June 2021, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

5. CONSIDER A PROPOSAL FOR JUNIOR FIREFIGHTER PROGRAM

 Rene requested that the Board approve having a Junior Fire Fighter’s program. .

 He states that this is a great opportunity to get youths as young as 14 years old

 involved in the fire department and it will prepare them for becoming Fire

 Fighters when they turn eighteen. Rene explained that the Bureau of Labor has

 different standards for youths depending upon their age.

 Moved by Brian Devoe to approve the proposed Junior Fire Fighter program for

 the Eagle Lake Fire Department provided they follow the Bureau of Labor

 standards and any recommendations from MMA, seconded by Wendy Dube.

 Vote: Unanimously in favor.

6. PUBLIC COMMENT

 No Comments.

7. REVIEW AND ACCEPT MINUTES:

 No concerns with the meeting minutes.

 JUNE 9, 2021 ANNUAL TOWN MEETING

 Moved by Brian Devoe to accept Meeting Minutes for June 9, 2021 Annual

 Town Meeting, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 JUNE 9, 2021 BOARD OF SELECTMEN’S MEETING

 Moved by Brian Devoe to accept Meeting Minutes for June 9, 2021 Board of

 Selectmen’s Meeting, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 JULY 2, 2021 BOARD OF SELECTMEN’S MEETING

 Moved by Jennifer Dube to accept Meeting Minutes for July 2, 2021, Board of

 Selectmen’s Meeting, seconded by Brian Devoe.

 Vote: Unanimously in favor.

8. JUNK YARD FOLLOWUP

 John Sutherland spoke with Eagle Lake town attorney Frank Bemis who

 recommends the Board move forward and file a Land Use Complaint against

 Ricky Saucier citing the length of time that the Board has been dealing with

 the issue. John Sutherland has spoken with Ricky and has informed him that

 the Board is looking for a plan with measurable progress. The Board agreed

 to have John send Fred Simard a letter requesting him to pick up the yard

 as he is the property owner.

 Wendy Dube abstained from the next topic of discussion.

 The Board has decided that based on what they saw at the property of Bruce

 Dube, he must cease all scrap collecting until he gets his permit. He must

 clean up the yard and is to stop collecting scrap before the town will consider

 his application.

 Moved by Arthur Carroll to write Bruce a letter demanding that he cease all

 scrap collecting operations until he has fulfilled all of his permitting

 requirements, seconded by Jennifer Dube

 Vote: Unanimously in favor. Wendy Dube abstained.

9. EAGLE LAKE TRAIL BLAZERS FOLLOW UP

 John Sutherland spoke with Eagle Lake Trail Blazers Trail Master Fred

 Michaud, regarding the signs that were put up on dirt roads stating that no

 unauthorized cars, trucks, or SUVs were allowed on the road way as the

 roadways are now ATV trails. Fred states that Amanda DeMusz from the

 Maine Department of Fisheries and Wildlife asked him to install the signs so

 motor vehicle traffic will not cause damage to the road compromised by

 soft spring conditions. The road provides access to land owned by the State of

 Maine and Amanda informed John that her concern was to protect the road.

 John requested that the signs be taken down as the road conditions no longer

 exist and the road also provides access to owned property. Amanda agreed and

 stated that she would have no problem with Fred removing the signs.

 Cindi Francis came in to the Town Office and requested the Board sign the

 ATV Trail Use Permit form. Cyndi states that it is very important to the club to

 have these forms filled out by all land owners who allow the club to use their

 land. Cyndi also stated that having these forms helps them get grants for the

 ATV club. The Board requested that the ATV club meet at the next Board

 Meeting to discuss posting roads as ATV trails and restricting public access to

 these roadways. .

10. REVIEW AND CONSIDER BIDS FOR S1800 INTERNATIONAL

 The Town of Eagle Lake received 5 sealed bids for the purchase of the 1980

 International S1800 Water Truck. The bids and the amounts came in as

 follows: Tom St. Peter in the amount of $545.00

 Richard LaPlante in the amount of $557.77

 Michael Michaud in the amount of $638.

 Theodore Smith in the amount of $1,750.

 Jonnie Desjardins in the amount of $2,950

Moved by Jennifer Dube to accept the bid from Jonnie Desjardins in the

amount of $2,950 based on the fact that it is the highest bid, seconded by

 Brian Devoe.

 Vote: Unanimously in favor.

11. REVIEW AND CONSIDER BIDS FOR:

 CONVENT ROAD EROSION REPAIR

 The Town received two sealed bids for Convent Road Erosion Repair: the

 first bid was from Simard Construction with a Project Total of $11,720 and

 the second bid from Corriveau Construction with a Project Total of $6,995.

 The Board reviewed and discussed the bids from both companies.

 Moved by Brian Devoe to accept the bid from Corriveau Construction for

 $6,995 based on price, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 POND BROOK ESTATES ROOF REPLACEMENT

 The Town received one sealed bid for the Pond Brook Estates Roof

 Replacement. The bid was from Travis Delisle with a total project price of

 $29,994.

 Moved by Jennifer Dube to accept the bid for the Pond Brook Estates Roofing

 Project for $ 29,994 submitted by Travis Delisle, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 GRADING BIDS FOR SLY BROOK ROAD

 The Town received one sealed bid for the Grading of Sly Brook Road. The

 bid was from Simard Construction with a total Project price of $1,895.

 Moved by Wendy Dube to accept the bid for the Grading of Sly Brook Road

 for $ 1,895 submitted by Simard Construction, seconded by Jennifer Dube.

 Vote: Unanimously in favor

 GRADING BIDS FOR DEVOE BROOK ROAD, GILMORE BROOK

 ROAD AND DEPREY ROAD

 The Town received one sealed bid for the Grading of Devoe Brook Road,

 Deprey Road, and Gilmore Brook Road. The bid was from Simard

 Construction with a total project price of $4,540.00.

 Moved by Wendy Dube to accept the bid for the grading of Devoe Brook

 Road, Deprey Road, and Gilmore Brook Road from Simard Construction for

 $ 4,540.00, seconded by Jennifer Dube.

 Vote: Unanimously in favor

12. REVIEW AND DISCUSS PLOWING SLY BROOK ROAD FOR THE

 UPCOMING WINTER SEASON

 Patrick Caron has done the plowing and sanding on Sly Brook Road for the

 Town of Eagle Lake for the past three years as part of the Wallagrass Winter

 Road Maintenance contract. Patrick has informed John Sutherland, that he is

 looking to increase his bid from $24,500 to $36,000 for this upcoming year.

 John has attempted to talk to Patrick to see if the price is negotiable and he is

 unwilling to negotiate. He stated that previously he had bid too low and that he

 felt that $36,000 is a better price. The Board is considering putting winter road

 maintenance for Sly Brook Road out to bid. The Board asked John to reach out

 to Robbie Morin since he does plowing during the winter months.

13. REVIEW AND CONSIDER RATIFYING EMPLOYEE PAY RATES

 Board moved into Executive Session citing 1 M.R.S.A. § 405 (6) (A) for

 Personnel Matters- Review and Consider Employee Pay Rates for the

 Upcoming Year.

 Moved by Jennifer Dube to enter into Executive Session to review and

 consider employee pay rates for the upcoming year, seconded by Brian

 Devoe.

 Vote: Unanimously in favor.

 The Board entered into Executive Session at 8:06

 The Board exited Executive Session at 8:22.

 Moved by Wendy Dube to accept the Manager’s recommendations and ratify

 employee pay rates for the upcoming year, seconded by Brian Devoe.

14. REVIEW AND CONSIDER THE FUTURE OF THE FORMER EAGLE

 LAKE ELEMENTARY SCHOOL PROPERTY

 Darcy Labbe, Jr has purchased the former school property from Reynold

 Raymond. He approached the town requesting purchasing additional property

 near the road where the playground equipment is located. This will give him

 access to Route 11. He states that he has the equipment to move the

 playground to another town owned property. Darcy also stated that he is

 interested in purchasing the land around the old school such as baseball and

 soccer field, along with the tennis court. The Board has agreed this will need

 to have a Public Hearing and Special Town Meeting for the town to decide the

 future of the property. The Board requested that Town Manager John

 Sutherland, reach out to Darcy for a plan as to what he intends for the future

 use of the property.

15. REVIEW AND CONSIDER ROADWORK ON SLY BROOK ROAD

 The Town has been working on ditching and rebuilding the gravel portion of

 Sly Brook Road. The work is approximately half done, and John is

 recommending that we continue with the ditching, resetting the culverts

 where needed and then rebuilding and reshaping the road. John stated that he

 would like to move forward with another 1,200 feet this year and look to

 complete the project next year.

 Moved by Wendy Dube to put Sly Brook Road project out for bid, for

 ditching, rebuilding, and reshaping 1,200 feet of the road, seconded by Brian

 Devoe.

 Vote: Unanimously in favor.

16. ARPA PROGRAM ADMINISTRATOR

 The Town of Eagle Lake will receive approximately $84,804.38 from the

 American Rescue Plan signed by President Joe Biden. These funds can be

 used to expand Broadband, Water and Sewer projects, replace any revenue

 lost due to COVID-19, reimburse expenses incurred due to the response to

 COVID-19 such as Personal Pretention items or to assist businesses that have

 been hurt by COVID-19. The County and State of Maine have been awarded

 funds as well. Aroostook County Administrator Ryan Pelletier is proposing

 that a county position be created to assist communities in applying for the

 funds and documenting the government red tape into how the funds are

 used. The administrator can assist communities in applying additional funds

 for items like broadband and other uses. Ryan is proposing that the towns

who wish to utilize the ARPA Administrator contribute 2 percent of their

 ARPA funds to finance the position. The cost for the Town of Eagle Lake

will be approximately $1,680.00. The position will help us to navigate the

federal documentation for these funds and help us secure additional funds

for projects such as Broadband expansion and assisting businesses who have

been negatively impacted or occurred revenue losses due to COVID-19.

The Board has decided to have the Town Manager call other municipal

offices to see what they are doing and what other options are out there

 before making a decision.

17. AMERICAN FLAGS

 Selectman Brian Devoe witnessed two town employees putting up the

 American flags for the Fourth of July. One of them was driving the Town

 pick-up and the other was in the back of truck putting up the flags. This has

 become a concern due to the issue that one of them could fall from the back of

 the pickup and become injured while working for the town. This could lead to

 a worker’s comp issue. The Board has decided that this is a serious issue. If

 an individual wants to volunteer to assist with putting up the flags then they

 should be put up after working hours. The Board fully supports putting up

 flags on holidays and if the American Legion is having difficulty finding

 volunteers to help them then the town may consider providing funds to hire

 someone to assist in putting the flags up and removing them.

18. 2021-22 COMMITMENT

 John Sutherland plans to have the 2021-22 Tax Commitment ready for the

 Board to review and sign at their August 18th Board of Selectmen’s meeting.

19. ROAD MAINTENANCE PLAN

 The Board discussed having a Road Maintenance Plan to ensure that funds

 would be available for future spring maintenance items such as grading and

 cold patching.

20. OTHER BUSINESS

 John mentioned that the Board needs to determine the time and dates of

 the Board of Selectmen’s meetings for the upcoming year.

 Moved by Jennifer Dube to continue monthly Board of Selectmen’s Meetings

 on the third Wednesday of the month at 5:30 pm, seconded by Brian Devoe.

 John informed the Board that he is repeating his request to prepay BMV,

 Moses and Dave when they become due and placing them on the warrants for

 Board approval. John stated the BMV is weekly and Dave and Moses are due

 right at the end of each month. Because of this we are unable to wait until the

 regular meetings to place these items on the warrants. We usually pay them

 when they are due and add the amounts to the regular warrants for Board

 approval.

 Moved by Brian Devoe to authorize paying BMV, Moses and Dave when

 due, seconded by Jennifer Dube

 Vote: unanimously in favor.

 Ashley Hall has filled out an application for a Recreation Assistant’s position.

 John interviewed Ashley and she passed a background check. Recreation

 Director Doris McNulty has informed John that she has up to 30 kids signed up

 for summer recreation. A second recreation assistant would help Doris and

 provide and extra person to attend to the kids. John is recommending that

 Ashley is hired as a Summer Recreation Assistant to assist Doris with the

 program.

 Moved by Jennifer Dube to ratify the hire of Ashley Hall as a Summer

 Recreation Assistant, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

21. ADJOURN

 Meeting adjourned at 9:05 pm by Arthur Carroll.

**Board of Assessor’s Meeting**

 1. The meeting was called to order by Board Chair, Arthur Carrol at9:06 P.M.

The Board members present included: Wendy Dube, Jennifer Dube and Brian Devoe. Others in attendance were: John Sutherland, Town Manager; Apryl Gagnon, Deputy Clerk.

2. Abatement Request

Jeffrey Blair had concerns with some of his Personal Property valuations and would like this to be review and adjusted accordingly. John informed the Board

 that he is pulling this item at this time and will address it at a future Board

 of Assessor’s meeting.

3. Review Homestead and Veteran’s Exemption Requests:

Moved by Jennifer Dube to accept the recent Homestead Exemption requests, seconded by Wendy Dube.

Vote: Unanimously in favor.

Moved by Jennifer Dube to accept the recent Veteran’s Exemption requests, seconded by Wendy Dube.

Vote: Unanimously in favor.

4. Adjourn

Moved by Jennifer Dube to adjourn the meeting at 9:11 pm, seconded by Wendy Dube.

Vote: Unanimously in favor.