 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**January 18, 2023**

1. The meeting was called to order by Board Chair, Arthur Carroll at **5:30** P.M.

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

Others present included Town Manager John Sutherland, Eagle Lake Water and Sewer

Superintendent Gerald Raymond and Deputy Clerk Apryl Gagnon.

2. PUBLIC HEARING FOR A CDBG INFRASTRUCTURE GRANT APPLICATION FOR

$990,000 IN SUPPORT OF A 6.4 MILLION DOLLAR UPGRADE AT THE EAGLE

LAKE WATER AND SEWER DISTRICT

Public Hearing was opened at 5:30 p.m. by Arthur Carroll who welcomed everyone. Eagle

Lake Town Manager John Sutherland stated that he appreciated everyone who came out to

the public hearing. John explained that the Town of Eagle Lake applied for a Public

Infrastructure Grant from the Maine Office of Community Development on behalf of the

Eagle Lake Water and Sewer District to support their 6.4 million dollar upgrade of their

treatment plant, pumping station and collection system. John added the Town of Eagle Lake

has been notified that we are being asked to move forward with the project development

phase of the grant. As part of the grant award, we will need to send someone to the CDBG

Grant Implementation Training Workshop later this year. Town Manager John Sutherland

has attended this workshop previously and he has reached out to Terry Holden from the

Office of Community Development to determine if this training could be attended via

ZOOM video conferencing or if it was going to require on site attendance. Terry will update

John when she has more information. John introduced Eagle Lake Water & Sewer District

Superintendent Gerald Raymond. Gerald stated that the proposed project includes updating

the wastewater treatment facility, pumping stations and collection system. The system was

designed for a thirty year life span but it has been in operation for over forty years. He stated

that the first phase of the project will be to clean out the lagoons of all the sludge which has

accumulated there for over 40 years and replace the liners. They will then set up the aeration

systems and build a second building which will house a new generator. The second phase

will be to rebuild all the pumping stations. Gerald added that some may have to be relocated

due to safety issue. Gerald states that the design phase should be completed by the end of

March 2023 and then they plan on going out to bid for the construction phase of the project.

Gerald asked if there were any questions or concerns from the public. There were none.

Eagle Lake Board Chair Arthur Carroll closed the Public Hearing at 6:08 p.m.

3. PUBLIC HEARING FOR AN APPLICATION FOR AROOSTOOK COUNTY A.R.P.A.

FUNDS TOTALLING $300,000 IN SUPPORT OF EAGLE LAKE WATER AND SEWER

DISTRICT’S $6.4 MILLION DOLLAR UPGRADE

Eagle Lake Board Chair Arthur Carroll opened the public hearing at 6:08 p.m. Eagle Lake

Town Manager John Sutherland welcomed everyone to the public hearing. John explained

the Town of Eagle Lake plans to apply for a $300,000 grant from Aroostook County on

behalf of the Water and Sewer District project. The Town was unsuccessful when they

applied last year and when John followed up with Aroostook County A.R.P.A. grant

administrator Steve Pelletier, he was informed that one reason our grant request was denied

was that the project was not shovel ready and they had projects that were. Steve told John

that the application scored well and encouraged the Town to reapply. The deadline for this

round of available grant funding is February 17, 2023. John added that due to the size of

the financial commitment that the Eagle Lake Water and Sewer District’s project is

expected to command, the Town and District are working to secure grant funds from

multiple sources. The more grant funds that can be secured, then the less amount that will

have to be borrowed and repaid by rate payers. The only other alternative is to do less of

the necessary upgrades and hope a mechanical failure does not lead to an environmental

issue. Gerald agreed and stated that it was his preference to do all of the necessary work at

one time. John asked if there was any questions or concerns regarding the application. John

added that the project is the same project that Gerald Raymond discussed in the previous

public hearing. There were no additional questions or concerns.

Eagle Lake Board Chair Arthur Carroll closed the public hearing at 6:25 p.m.

4. PUBLIC HEARING FOR AN APPLICATION FOR AROOSTOOK COUNTY A.R.P.A.

FUNDS TOTALING $15,000 IN SUPPORT OF UPGRADING MEMORIAL PARK AND

MONUMENT RESTORATION

Eagle Lake Board Chair Arthur Carroll opened the public hearing at 6:25 p.m. Eagle Lake

Town Manager John Sutherland stated that the Town of Eagle Lake applied for a $15,000

grant from the Aroostook County A.R.P.A. funds on behalf of the Memorial Park in Eagle

Lake last year and were denied. Again, John followed up with Steve Pelletier and he

informed John that the grant scored well and was at the cut off line. Steve stated that he felt

that this was a good project and encouraged John to reapply this year. Memorial Park

committee member Suzanne Morneault updated the Board of the efforts of the Memorial

Park Committee. The Memorial Park Committee has met and is working on putting a

proposal together for the Board of Selectmen to review. The Committee discussed lifting

and moving the monument back, refinishing the surface of the monument and adding a

gazebo. Off street parking could be added to the rear of the park. John added that

$15,000 was approved by Eagle Lake voters at last year’s annual town meeting. He plans on

reapplying for an additional $15,000 from Aroostook County to help fund the park

upgrades. John asked if there were any questions or concerns regarding the application for

funds or the proposed project. There were none.

Eagle Lake Board Chair Arthur Carroll closed the public hearing at 6:40 p.m.

5. TOWN MANAGER’S REPORT UPDATES

a. Micro Loan

John updated the Board on the status of the Micro Loan accounts. John stated that

account DKL012809 made four payments in the month of January and is paid until

March 2023 and account TR021220 made two payments in the month of January

and he is now current.

All other accounts are up to date and current.

b. Pond Brook Estates

The resident of apartment 3 continues to honor her agreement to pay $750 per

month until her account is caught up.

Allen and Laurie Belanger-Boutot have finished moving into apartment 13.

All other accounts are current.

The tub insert that has been installed in apartment 9 is complete and continues

maintain a proper seal to hold water. The Board asked John to contact MMA to

clarify what the requirements are for handicap regulations for an apartment, since

the apartment complex is owned by a municipality. He is also to look into possible

reimbursement for these cut outs, maybe from Medicare assistance.

c. Roads

John stated that there are no road issues at this time.

d. N.A.S.W.A.

Reynold Hebert was out due to a fall at home. Lester Dube filled in on Saturday,

January 7, 2023. Ray was able to return to work the following week.

e. Eagle Lake Fire Department

Eagle Lake Fire Chief Robert St. Germain informed John that the Fire Department

responded to one call the previous month which was a chimney fire in Wallagrass.

Robert St. Germain plans on making sure he focuses on all the trainings that are

required by the Maine Department of Labor. He will refer to the prior inspection’s

list of trainings made in January 2022 by Robert King.

Fire Chief, Robert St. Germain states that he has two firefighters who will be

attending the Firefighter 1 and 2 training in Cross Lake in one month.

Moving forward Robert St. Germain will mandate all individuals applying to the fire

department sign a release for all required background checks.

John Sutherland has been in contact with John Marshall, who is a representative for

Scott Air Packs. He is the one who assisted John with numbers for the Aid to

Firefighters grant application. John got estimates for the new SCBA’s, breathable

compressor and Cascade filling station. The cost of the equipment will be $140,000

and the Firefighters grant was for $124,000.

The Town of Eagle Lake has received a grant in the amount of $250,000 to build and

utilize a fire substation on the Sly Brook side of the lake. The fire department will

need 5+ volunteer fire fighters to attend trainings and maintain this substation. Town

will also need to acquire a piece of property to build this substation. Arthur Carroll

has a list of people who would like to join the fire department and will give this list

to Fire Chief, Robert St. Germain.

6. MONTHLY FINANCIALS-DECEMMBER 2022

Review monthly financials for December

1. Bank Reconciliation

The Board asked that John Sutherland speak with Tim Poitras in regards to resolving the issue with the difference of $1,538.14 that is seen on the bank reconciliation which was brought forward from the 2021-2022 bank reconciliation. It was recommended that Tim could put this number into the unassigned funds.

Moved by Wendy Dube to approve the Town Reconciliation for December 2022, seconded by Brian Devoe.

Vote: Unanimously in favor.

Pond Brook Bank Reconciliation

Moved by Raymond Saucier to approve the Pond Brook Reconciliation for December 2022, seconded by Brian Devoe.

Vote: Unanimously in favor.

1. Sample Check Audit

Moved by Wendy Dube to accept the Sample Check Audit for December 2022, seconded by Brian Devoe.

Vote: Unanimously in favor.

1. Sign Warrants

Moved by Brian Devoe to accept the January 2023 Warrants, seconded by Raymond Saucier.

Vote: Unanimously in favor.

1. Micro Loan

Moved by Raymond Saucier to accept the December 2022 Micro Loan Reconciliation, seconded by Brian Devoe.

Vote: Unanimously in favor.

7. PUBLIC COMMENT

None

8. REVIEW AND ACCEPT MINUTES

DECEMBER 21, 2022 BOARD OF SELECTMEN’S MEETING

Moved by Raymond Saucier to accept the minutes from the December 21, 2022

Board of Selectmen’s Meeting, seconded by Brian Devoe.

Vote: Unanimously in favor.

9. REVIEW AND CONSIDER MUNICIPAL WARRANT FOR A SPECIAL TOWN

MEETING

The Board discussed and agreed to the date of February 2, 2023 at 6 p.m. for the Special

Town Meeting and to have John Martin as the moderator. The Board also discussed

adding a RIT Pack to the purchase of SCBA apparatus per the recommendation of Eagle

Lake Fire Chief Robert St.Germain and increasing the dollar amount for Article 3 from

$150,000 to $160,000.

Moved by Wendy Dube to add $10,000 to total and not to exceed $160,000.

Selectman Brian Devoe added that he would like to increase the dollar amount in Article

5 from $3,200 to $10,000 to cover the cost of installing a cement pad and adding a

backup generator to provide power to the communication gear should the power go out.

The Board agreed to increase the amount to $10,000 for the backup generator.

Moved by Brian Devoe to sign the Municipal Warrant for the Special Town Meeting

on February 2, 2023, seconded by Wendy Dube.

Vote: Unanimously in favor.

10. REVIEW AND CONSIDER CRITICAL DATES FOR ANNUAL TOWN MEETING

The Board reviewed Critical Dates for Annual Town Meeting. Town Manager John

Sutherland asked the Board to review the dates and get back to him if there were any

potential conflicts.

11. REVIEW AND DISCUSS TOWER UPDATE

Town Manager, John Sutherland and Board member, Brian Devoe updated the Board

regarding the construction and installation of the new cell phone tower at the Eagle Lake

Water and Sewer property on Old Main Street in Eagle Lake. Brian stated that ground

construction has begun and the goal is to have the tower up by March 31, 2023

12. REVIEW AND DISCUSS SLY BROOK ROAD FIRE SUBSTATION

Arthur Carroll stated that he has been working on getting a substation on the other side of

the lake since 2016. He added that he worked with Dana Saucier and former Town Manager

Sandra Fournier to start the process for this substation. Since the start there have been many

upgrades that have occurred for the Fire Department. There have been two Dry Hydrants

installed on Sly Brook Road, automatic mutual aid has been put in place between Eagle

Lake Fire Department and Fort Kent Fire Department when responding to all fire calls.

Eagle Lake Fire Department received a grant and acquired a brand-new pumper tanker

truck. Arthur added that in the past it was difficult to get any volunteers from the Sly Brook

area, but as of now he has seven individuals that are willing to sign on with the department

and go to trainings to become firefighters. The Town of Eagle Lake has received a grant in

the amount of $250,000 to build a fire substation and emergency shelter on the Sly

Brook side of the lake. The fire department will need at least five dedicated volunteer fire

fighters to attend mandatory trainings to maintain this substation. Arthur Carroll said he

has a list of people who would like to join the fire department and will give this list to Fire

Chief Robert St. Germain. Arthur stated that the Town of Eagle Lake will also need to

acquire a piece of property to build this substation and do the groundwork to add water and

sewer before it can consider putting up a building.

13. REVIEW AND CONSIDER NEW PROPOSED LEASES FOR POND BROOK

ESTATES

The Board and John reviewed and discussed the new updated Pond Brook Estates Lease.

The updated leases include an additional $100 per month. The prior rent for a two bedroom

was $600 and is now $700 per month and the prior rent for a three bedroom was $700 and

is now $800 per month. This will be in effect as of April 1, 2023. No other additional

changes were needed.

Moved by Brian Devoe to accept the new lease for Pond Brook Estates, seconded by

Wendy Dube.

Vote: Unanimously in favor.

14. OTHER BUSINESS:

Brian Devoe and Gerald Raymond are working together on a letter to outline a proposed

Wellhead Protection Ordinance. When they have finished the letter, it will be sent to John

who will then forward the letter to the Board members to review. The State of Maine has

recommended that the town implement an ordinance restricting residents who are within

300 feet of the Eagle Lake Water and Sewer Wells from using certain herbicides and

pesticides to avoid any contamination of the town’s drinking water.

Town Manager, John Sutherland stated to the Board that he would like to have Scott Belair

from Maine DEP, attend the Board of Selectmen’s Meeting in February to discuss the

shoreland permit applications and what he looks for when he approves them.

John also wanted to schedule Paul Towle from Aroostook Partnership to attend the

February Board of Selectmen’s Meeting to discuss opportunities to expand Broadband to

underserved areas in our community. He is also working with Connect Maine to offer

grants to municipalities to fund their Broadband expansions. Paul sent John a packet of

information on what towns need to do to be considered eligible for Broadband grants. The

Board discussed and agreed to table this topic until the March Board of Selectmen’s

Meeting.

John spoke with Craig Staples in regards to the loan for the paving of Old Main Street and

Red River Road. Craig gave us a four-year loan with a fixed rate of 3.98% with an annual

payment of $32,775.93.

Moved by Brian Devoe to allow the Town of Eagle Lake to increase its loan amount

already borrowed from $100,000 to $120,000 from Katahdin Trust Company for the

purpose of road paving with a fixed interest rate of 3.98%, for a term of four years and to

give Town Manager John Sutherland permission to sign any required documents on behalf

of the town, seconded by Raymond Saucier.

Vote: Unanimously in favor.

Robert Daigle and Son’s requested a refund for excise tax at the beginning of January

2023. He states that he sold his logging truck in December 2022 and had just registered the

truck in November of 2022. The Board discussed and agreed that there would be no refund

given to customers that sell a vehicle after it has been registered.

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

MANAGER’S EVALUATION

The Board discussed and determined that the executive session 1 M.R.S.A 405 § (6)(A)

personal matters town manager’s evaluation would be tabled until next meeting.

16. ADJOURN

Moved by Wendy Dube to adjourn the Board of Selectmen’s meeting at 9:15 pm,

seconded by Brian Devoe.

Vote: Unanimously in favor.