 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**October 16, 2024**

1. **CALL TO ORDER**: **TIME 5.30 P.M.:** The meeting was called to order by Board Chair,

Arthur Carroll at **5:30** P.M. Board members present included: Arthur Carroll, Apryl Gagnon, Denise Martin, Paul Nadeau and Raymond Saucier.

 Others present included: Town Manager, John Sutherland and Deputy Clerk Rita Ricciardi.

 Eagle Lake residents Julie Hilton and Russell Soucy

 Eagle Lake Board Chair Arthur Carroll recognized Eagle Lake Residents Julie Hilton and

 Russell Soucy. Since they were here to discuss Agenda item number 4, Arthur decided to take

 this item first.

**4. REVIEW AND CONSIDER A REQUEST TO PROVIDE WINTER MAINTENANCE**

 **ON DEVOE BROOK ROAD BEYOND THE SCHOOL BUS TURN AROUND TO**

 **THE END OF THE PUBLIC WAY**

 John informed the Board that Julie Hilton and her husband Shawn purchased a property

 well beyond the end of the public right of way on Devoe Brook Road. They are asking the

 town to consider plowing to the end of the public right of way. John added that the Order of

 the Municipal Officers Winter Road Closing Ordinance was approved at Town Meeting in

 2009 for a 5-year term states that Devoe Brook Road will be maintained up to the bus turn

 around by Reynold Reynold’s former property. This is located at 187 Devoe Brook Road.

 After notice and Public Hearing, the Board of Selectmen voted to extend it for 5 additional

 years on September 16, 2020. This will expire on September 16, 2025. This road has been

 closed to winter maintenance for some time. Erica Goodman attended the public hearing

 on September 16, 2020 and voiced her request that Gilmore Brook Road be maintained

 during the winter months. The Board voted to deny her request. Julie stated that there

 are other residents on the road that would also like the road to be maintained. Julie added

 that the section they are requesting the Town of Eagle Lake maintain is about a mile beyond

 the existing turnaround. She added that they plan on doing the remaining roadway

 themselves. Julie admitted to the Board that she and her husband are the only year round

 residents on the road. Eagle Lake Board Chair Arthur Carroll asked how long they owned

 the property and Julie responded October 2023. She said that they had a small cabin

 delivered July 4th weekend.

 Prior to making any decision, the Board of Selectmen determined that more information

 will be needed. Arthur stated that because of the ordinance, the Board of Selectmen have no

 authority. Public hearings will need to be held and a special town meeting to allow the

 legislative body to vote on the ordinance. The Board asked Julie to get a cancelled check

 showing the taxes on the property are paid, make a formal letter requesting what they would

 like to Board of Selectmen to consider and get these items to Eagle Lake Town Manager

 John Sutherland.

 Motion made Denise Martin to table a decision on the matter for tonight’s meeting, she

 asked Julie Hilton to send the Town of Eagle Lake a formal letter outlining their request,

 have town manager John Sutherland talk to Fred Simard and get an estimate as to what the

 additional cost will be to maintain the road and get a cancelled check showing the property

 taxes are current, seconded by Apryl Gagnon.

  **Vote: Unanimously in favor**

2. **PUBLIC HEARING ON UPDATING GENERAL ASSISTANCE MAXIMUMS**

 Eagle Lake Board Chair Arthur Carroll opened the public hearing on updating General

 Assistance Maximums at 5:50 p.m. John informed the Board that they had a copy of the

 2023-24 and the proposed updated 2024-25 maximums in the Board of Selectmen’s packets.

 John explained these maximums are determined by the State of Maine and offer guidelines

 for our General Assistance program. The Town of Eagle Lake gets reimbursed for 70% of the

 amount distributed by the General Assistance program. John asked the Board if they had any

 questions and there were none. John noted that there was no public in attendance.

 Arthur Carroll said that if there were no questions he would close the public hearing on

 updating General Assistance maximums at 5:58 p.m.

3. **VOTE ON ACCEPTING UPDATED GENERAL ASSOISTANCE MAXIMUMS**

Arthur reopened the Board of Selectmen’s meeting at 5:58 p.m. and asked the Board if they

 were ready to vote on approving the State of Maine General Assistance Maximums.

 Motion made by Raymond Saucier to approve the State of Maine General Assistance

 Maximums for General Assistance for year 2024-25, seconded by Apryl Gagnon

 **Vote: Unanimously Approved.**

 **5. TOWN MANAGER’S REPORT**

 **UPDATES**

John updated the Board on the following items

1. **Micro Loan**

TR02122020 made a payment on his account. He is now paid through October

 John said he spoke to DKL012809 and he responded with a payment of $1,100 on his

 account. This caught up his account up to September.

 JS111222021 made one payment during the past month.

 JD08092019 made a payment in October. This brings her account to August 2024.

1. **Pond Brook Estates**

 John updated the Board on the following Pond Brook Estates accounts:

 We received one payment from Apartment 3, Katie MacIver.

 Bryce Morrison, Apartment 5, purchased a house in Caribou. He plans on leaving

 after the month of October.

 Jan Jandreau is still out of work due to heart and shoulder issues. He continues to

 pay month by month. He said he cannot wait to go back to work full time. He plans

 to come in on Friday, October 11, 2024 to make a rent payment.

1. **Roads**

Jim Bouchard completed the work on Makayla Drive

1. **NASWA**

John informed the Board that NASWA’s summer hours continue to be 6-8:00 p.m.

 Wednesday and 8-5:00 p.m. on Saturday. The final day for summer hours will be

 Wednesday, October 16, 2024.

 NASWA’s Quarterly Meeting is Thursday, October 17, 2024 at 2:00 p.m. at the

 Eagle Lake Town Office.

1. **Eagle Lake Fire Department**

 Eagle Lake Fire Chief Robert St. Germain informed me that training for October will

 be using the new Jaws of Life and cutting up one or two cars.

 Bobby told me that the fire department had no calls for the past month.

 The Eagle Lake Fire Department will be assisting the Trunk or Teat event on Saturday,

 October 26, 2024 from 4-7 p.m. Bobby asked for the Town of Eagle Lake credit card

 to purchase candy to distribute. Trunk or Treat will take place in the parking lots of

 Eagle Lake Grocery, Bald Eagle, B+C Pitstop, and the Post Office. He plans on having

 a fire engine present and have firefighters in reflective gear watch for traffic and escort

 the children cross the street.

 Eagle Lake Fire Chief Robert St. Germain asked if he could purchase a tool set for the

 Fire department and use their fund-raising funds to cover the cost. Bobby said he

 would like to purchase a set that includes wrenches, sockets, screw drivers and pliers.

 These items would be stored on a fire engine and used for basic mechanical repairs. He

 said he found a Dewalt tool set for $239.00

 Eagle Lake Fire Chief Robert St. Germain informed me that he is stopping by the

 Eagle Lake Town Office on Friday, October 11, 2024 to move forward with

 purchasing the emergency jump bag for his first responders.

 The forestry truck is scheduled to go to Daigle and Houghton for a State of Maine

 Motor vehicle inspection on October 9, 2024.

 The fire department has received most of the items they purchased using ARPA funds

 that were approved at annual town meeting. The only items they are waiting for are

 turnout gear.

 Bobby said that he is interested in doing another fire department fund raiser. He would

 like to solicit donations from area businesses and sell tickets for a raffle.

**6. MONTHLY FINANCIALS –September 2024**

 **Review monthly financials for September**

1. **Bank Reconciliations; Including Pond Brook Reconciliation**
2. **Sample Check Audit**
3. **Sign Warrants**
4. **Microloan**

 The Board reviewed the financials for the month of September 2024. Eagle Lake Board

 Chair Arthur Carroll asked if there were any questions or concerns. The Board indicated

 there were no issues or concerns. Arthur asked if the Board was ready to vote on the

 following items:

  **Bank Reconciliations:**

 Apryl Gagnon motioned to approve the Bank Reconciliations for the Town of Eagle

 Lake for the month of September, seconded by Denise Martin.

  **Vote: Unanimously in favor.**

 Apryl Gagnon motioned to approve the Bank Reconciliations for the month of

 September for Pond Brook Estates, seconded by Denise Martin.

  **Vote: Unanimously in favor.**

 **Sample Check Audit for September:**

Eagle Lake Board Chair Arthur Carroll asked the Board if everyone had an opportunity

 to review the Sample Check Audit for the month of September. Hearing that everyone

 had, he asked if anyone was willing to make a motion.

 Paul Nadeau motioned to approve the Sample Check Audit for both the Town of

 Eagle Lake and Pond Brook Estates, seconded by Apryl Gagnon.

  **Vote: Unanimously in Favor.**

 **Warrants:**

 The Board reviewed the warrants for October, 2024. Arthur asked if there were any

 questions. There were no issues or concerns mentioned.

 Apryl Gagnon motioned to sign the warrants, seconded by Denise Martin.

  **Vote: Unanimously in favor.**

  **Micro Loan Reconciliation:**

 The Board reviewed the Micro Loan Reconciliation for September 2024. Eagle Lake

 Board Chair Arthur Carroll asked how the Board felt about the Micro Loan

 Reconciliation.

 Denise Martin moved to approve the Micro Loan Reconciliation for the month of

 August, seconded by Apryl Gagnon.

  **Vote: Unanimously in Favor.**

 **7. PUBLIC COMMENT**

Eagle Lake Board Chair Arthur Carroll noted that both members of the public left after

 article 4 was discussed. Seeing no additional members of the public present, Arthur said

 the Board will be moving on to the next item on the Agenda.

 **8. REVIEW AND ACCEPT MINUTES FOR THE FOLLOWING:**

 **SEPTEMBER 18, 2024, BOARD OF SELECTMEN’S MEETING**

 **SEPTEMBER 18, 2024, SPECIAL TOWN MEETING**

 John said that the Board will be reviewing minutes for the September 18, 2024

 Board of Selectmen’s meeting and the September 18, 2024 Special Town Meeting.

 Motion made by Apryl Gagnon to approve the minutes for both the September 18, 2024

 Board of Selectmen’s meeting and the September 18, 2024 Special Town Meeting,

 seconded by Denise Martin

 **Vote: Unanimously in favor.**

 **9. REVIEW AND CONSIDER WINTER RECREATION**

Eagle Lake Town Manager John Sutherland informed the Board that he would like to offer a winter recreation program this year. John added that he talked to Heidi Wilson about working at the skate rink this year. Heidi operated the skate shack last year and did a good job for us. Heidi is agreeable to returning for the upcoming winter season. John said he is asking the Board to ratify the hire of Heidi Wilson as the skating rink attendant for the upcoming winter season.

 Motioned by Apryl Gagnon to ratify the hire of Heidi Wilson as the Skating Rink attendant for the upcoming winter season, seconded by Denise Martin.

**Vote: Unanimously in favor.**

 **10. REVIEW AND CONSIDER UPDATE ON CONDITION OF TREES BEHIND THE TOWN OFFICE**  John informed the Board that he spoke toNeal Thompson, program lead at UMFK's

 Applied Forest Management program. Neal teaches the forest health class for UMFK,

 Neal stated he talked to Joe Bither, from Maine Forest Service, regarding a visit Joe had

 to Eagle Lake where he toured behind the town office to give us his thoughts on why

 the trees along our trails are dying. Joe said he felt that the reason a number of trees

 were falling had to do with the maturity of the stand.

 Neal stated he conversed with Joe and he mentioned the situation with dying trees in

 the forest behind the town office. Neal said he would appreciate the opportunity to take

 his students down for an exercise. Afterwards, Neal stated that this is clearly well-

 loved area, with meticulously maintained trails and nearly every tree pruned. Neal

 stated his main conclusion is that this stand's growth declined severely during the

 recent drought years. Tomentosus Fungal Disease is likely continuing to suppress

 growth, and there are some other insects and diseases present at minor levels. You can

 also see the severe decline in ring width in the sample he provided. He added that he

 still needs to mount and polish his sample to see the final rings exactly. Neal added

 that he feels that the dry conditions that we have been experiencing have weakened

 the trees and bugs have taken advantage of their weakened state to make their homes

 and feed on the trees. This causes them to further deteriorate and die.

 Neal offered two options that we have are to try to harvest the trees and get some value

 out of them or let nature continue to take its toll and we continue to maintain an old

 growth forest.

 The Board discussed different options for removing the damaged trees. John stated that

 he reached out to Maine Municipal and they advised having town meeting approval if

 we decide to harvest some of the trees since the land is a town asset and not used for

 tree harvest on a regular basis. John added that if we are removing trees that are

 hazardous then we will not need town meeting approval.

 The Board asked John to reach out to local loggers and see what options they offer.

 The Board asked John to reach out to State of Maine Arborist Butch Dubois and see

 what he advises.

 **11. REVIEW AND CONSIDER WORDING FOR THE FIRE DEPARTMENT’S STANDARD OPERATING PROCEDURE**

 John informed the Board that at the previous Board of Selectmen’s meeting, the Board

 voted to approve lowering the age to 21 to operate Town of Eagle Lake firefighting

 apparatuses provided they pass an EVOC course and gain the confidence of the Officers

 and the Chief of the Eagle Lake Volunteer Fire Department. I am proposing that we use

 this language to update the policy. John said that he reached out to a number of Fire

 Chiefs in Aroostook County and was surprised that a number of them use 18 as the

 minimum age requirement. He added that he spoke to Corinna Steeves, underwriter for

 Maine municipal and she advised using 21 as the minimum age for operating

 firefighting apparatuses. Eagle Lake Fire Chief Robert St. Germain is requesting that

 we change the Fire Department’s Standard Operating Procedures to lower the age from

 25 to 21. John said he included language in the Selectmen’s packets to comply with the

 Chief’s request.

 Motion by Raymond Saucier to adopt the language into the Fire Department’s

 Standard Operating Procedures, seconded by Paul Nadeau.

 **Vote: Unanimously in Favor.**

  **12. REVIEW AND CONSIDER RHR SMITH AND COMPANY C.P.A. FOR AUDITING SERVICES.** John informed the Board that he spoke with representatives of RHR Smith and Company C.P.A. regarding the firm performing auditing services for the Town of Eagle Lake. John explained that auditor Keel Hood audited Fort Kent, Wallagrass, St. John and NASWA. When Keel passed, Fort Kent Town Manager Suzie Paradis put out an RFP for auding services for the communities served by Keel. RHR Smith and Company was the selected firm. John said that he had a Zoom session with the firm and they are eager to expand their services to Aroostook County.

 Motioned by Apryl Gagnon to engage RHR Smith and Company C.P.A. for auding services for the Town of Eagle Lake, seconded by Denise Martin.

  **Vote: Unanimously in favor.**

  **13 REVIEW AND CONSIDER JAWS OF LIFE PICKUP REPAIR REQUEST**

 John updated the Board on the status of the fire department’s pick up. John said that

 we received a quote from Shaun Gagnon at CSE Auto Repair for $1,532.34 for

 mechanical repairs needed to get the truck up to being able to pass a State of Maine

 motor vehicle inspection. Labbe’s Autobody quoted $5,500 for body work to replace

 rusted cab corners and other necessary body work to get the truck ready for inspection.

 Shaun also noted we need an input seal at the torque converter. Shaun does not do that.

 Pelletier Ford quoted $2,000 for the labor alone to replace the seal. This is a total of

 over $9,000 to invest into a 2002 Ford F150. Shaun also added the truck needs tires plus

 an alignment. John added that Lyman Labbe admitted that the cost to pass inspection is

 high, but stated the truck has low mileage and we should get three to four years out of it.

 Eagle Lake Board Chair Arthur Carroll asked if we were stuck due to the pickup being

 out of service. John replied that we are not. Fire Chief St. Germain informed me that the

 Jaws of Life, cribbing and tools are on Truck 2.

 Motion made by Denise Martin not to move forward with the repairs needed to pass the

 State of Maine motor vehicle inspection based on cost, seconded by Apryl Gagnon.

  **Vote: Unanimously in favor.**

  **14. REVIEW AND CONSIDER OFF ON BREATHABLE AIR COMPRESSOR AND FILLING STATION**

 John informed the Board that Wayne Glidden stopped by the Eagle Lake Town Office

 and inquired about the breathable air compressor and filling station that the town of

 Eagle Lake took out of service. Wayne owns Frankfort Scuba in Frankfort, Maine and

 fills scuba tanks for commercial and recreational divers. He looked at the equipment

 we have and said he could offer $2,000 for it. I spoke to John Marshall from Industrial

 Protection Services and he told me that it is possible that a repair kit could resolve the

 issue. He added that he felt that if the equipment was in reasonable working order,

 given the age of the equipment (2003) he felt a fair value would be $6-7,000.

 The Board asked John to create a Request for Bids and advertise it to other departments

 to see what interest there is for the breathable air compressor and filling station.

 Motioned by Raymond Saucier to move forward with a Request for Bids for the

 Breathable Air Compressor and filling station, seconded by Apryl Gagnon.

  **Vote: Unanimously in favor.**

 **15. SLY BROOK ROAD FIRE DEPARTMENT SUBSTATION UPDATE** John informed the Board that Chaz Pelletier used a drone to take some overhead photos of the proposed Fire Department Substation / Temporary Emergency Shelter on Sly Brook Road. John thanked Paul Nadeau for putting additional ribbon on the poles that show where the building will sit on the site. John sent the photos to HUD Environmental Officer Joshua Helms to give him a visual picture if the project that we are proposing.

John also informed the Board that Joshua also informed him that the area is considered habitat for the Canada Lynx, which is considered endangered. John said he spoke to Amanda Demuers from Maine Fish and Wildlife regarding Joshua’s concerns regarding the property being habitat for the Canada Lynx. Amanda said that all of Aroostook County is considered habitat and she did not see our two-acre parcel being a major issue.

 16. OTHER BUSINESS

 John updated the Board on the status of Town of Eagle Lake employee Chris Cote.

 John informed the Board that a resident of Eagle Lake came to him and discussed

 the possibility of Eagle Lake having its own police force.

 John stated that he reached out to Trio and informed them that the Town of Eagle

 Lake plans on moving up to the Trio World subscription. Trio informed the Town of

 Eagle Lake that they will soon stop upgrading the Trio Sequel software that we

 currently have. Trio said they will let us know when they can come up and do the

 install.

17. ADJOURN Moved by Denise Martin to adjourn, seconded by Apryl Gagnon

 **Vote: Unanimously in favor.**