**TOWN OF EAGLE LAKE**

**BOARD OF SELECTMEN’S MEETING**

 **August 28, 2024**

1. The meeting was called to order by Eagle Lake Board Chair Arthur Carroll at 5:40 P.M. Meeting

 was called to order late due to Town Manager John Sutherland being absent due to working with

 Eagle Lake Property Assessor Steven Sally to assess new construction in preparation of the 2024-25

 Municipal Property Tax Commitment.

 Board members in attendance included: Arthur Carroll, Apryl Gagnon, Denise Martin, and Paul

 Nadeau.

 Others in attendance: Town Manager, John Sutherland, Eagle Lake Fire Chief Robert St. Germain,

 Eagle Lake Deputy Clerk Rita Ricciardi, Fire fighters Patrick Mills, Troy Nadeau and Brian

 Bouchard. Also in attendance is Eagle Lake resident Bob Davis, Donna Horrigan, Greg Stevensii

 and Eagle Lake Trail Blazers ATV club members John Francis and Club President Ron Soucy.

1. **REVIEW AND CONSIDER SETTING THE MIL RATE FOR THE 2024-25 MUNICIPAL**

 **TAX COMMITMENT**

 John informed the Board that he and Eagle Lake Assessor Steve Salley finished assessing the new

 construction. Steve must enter the data into his computer to help him determine the mil rate for the

 upcoming municipal tax commitment. John said he was expecting Steve to be in Eagle Lake on

 Tuesday but prior tax commitments in other communities has him tied up.

 The Board discussed asking Steve to be in Eagle Lake in July to get commitment done earlier.

 Interest accrues on unpaid taxes after October first. The Board discussed setting the interest

 accumulates date back a couple of weeks since commitment is late. Options that can be used to

 inform the taxpayers are Facebook, posting around town and using the Town of Eagle Lake website.

 John will reach out to MMA to see what options are available to reset the taxes due by date and

 report back to the Board. If MMA approves, one option may be to include a flyer in the tax bills.

 **5. PUBLIC COMMENT**

 Eagle Lake Board Chair Arthur Carroll said that we have a number of members of the public in

 attendance and asked if any of them wished to address the Board of Selectmen. John Francis

 introduced himself and stated that he was at the meeting with Eagle Lake Trail Blazers’ ATV club

 president Ron Soucy. John Francis said that he spoke to Eagle Lake Fire Chief Robert St. Germain

 about burning the mobile home that served at the Trail Blazers’ club house. The structure is

 deteriorated beyond practical use and needs to be removed from the property. John Francis said that

 he felt that burning the building would be the best scenario since the fire department could use the

 burn as training. Eagle Lake Town Manager said he reached out to Eric Hamlin from Maine DEP to

 get his input on burning a building for fire department training. Eric informed John that the fire

 department would have to fill out an application and a member of the DEP would have to come to the

 site to make sure the building was properly prepared to be burned. John Francis expressed concern

 that DEP involvement would delay the time frame.

 Eagle Lake Board Chair Arthur Carroll asked if anyone else wished to address the Board. Donna

 Horrigan and Greg Stevensii live across the street from the Town Office. Donna said that she read the

 posted Agenda and noticed Roads was a topic for discussion. Donna explained that she and Greg are

 residents that live on Devoe Brook Road across from the town office. Each year water runs down

 Devoe Brook Road and Forest Drives and ends up in her driveway. She said that she was hoping the

 issue would be reviewed and addressed in the near future. Eagle Lake Town Manager stated that the

 water issue is being reviewed. He said that he talked to a local construction contractor and walked the

 area with Dirigo Engineering engineer Jim Lord to gather input into how to resolve the water issue

 without creating issues for neighboring property owners. Donna said she was pleased that the issue

 was being reviewed and was looking forward to the water issue being resolved.

 Eagle Lake Board Chair Arthur Carroll said that he would move into a discussion with the officers of

 the Eagle Lake Volunteer Fire Department. He said that he would motion to enter into Executive

 Session citing 1 M.R.S.A. 405 § (6) (A) PERSONNEL MATTERS – conversation with officers of

 the Eagle Lake Volunteer Fire Department, seconded by Apryl Gagnon. The Board entered into

 Executive Session at 6:06 p.m.

 The Board exited Executive Session at 7:22 p.m.

 As a result of the Executive Session:

 Eagle Lake Select person Denise Martin would like to have a list of any items that the fire department

 has that is not up to code and a list of items that belong in a medical jump bag.

 Motion by Paul Nadeau to approve adding Eagle Lake Fire Chief Robert St. Germain and Eagle Lake

 Fire Department Secretary / Treasurer Brian Bouchard to the list of individuals who can request

 information on the Eagle Lake Fire Department’s fund-raising account, seconded by Denise Martin.

 Vote: Unanimously in favor.

1. TOWN MANAGER’S REPORT

 a. Micro Loan

 John informed the Board that letters were sent to late micro loan account holders:

 LR05012009, DKL012809, JS111222021 and JD08092019

 I also spoke to DKL012809 and informed him of his status.

 I spoke to TR02122020 and reminded him that he agreed to resume making micro loan

 payments beginning this month.

We received payments fromLR05012009, JS111222021 and TR02122020.

 The Board offered to suspend micro loan payments from TR02122020 as he recovered from a

 fire that destroyed his business. As we move forward with this account, John said his

 recommendation is that we refinance the outstanding balance of $17,979.25 and have the first

 payment due September 1, 2024.

 Denise Martin motioned to refinance account number TR02122020 and set the payment due date as

 September 1, 2024, seconded by Paul Nadeau.

 Vote: Unanimously in favor.

 b. Pond Brook Estates

 John updated the Board on Pond Brook Estates:

 Daniel L’Italien and Michael Cauldron-Betters moved into apartment #8. Daniel informed me

 that he appreciated the apartment as they were selling their home located at 45 Dennis Street.

 Review Rental Status of Pond Brook Tenants

 John included a spreadsheet of Pond Brook Tenants rental status in the Selectmen’s packets.

 Upon reviewing the spreadsheet, John had the following notes:

  **Alan and Laurie Bouto**t pay towards the end of the month.

 **Jan Jandreau** fell behind when he injured his shoulder in a fall that is not work related. I

 talked to him regarding his rental status and he asked about making bi-monthly payments of

 $300 and $400. I told him that we would accept partial payments as long as he does not fall

 any further behind. Jan works at Twin Rivers Paper Company in Madawaska.

  **Katie MacIver** was getting her account caught up until she lost her job at a bank in Ashland.

 I talked to her this week and informed her that she cannot get any further behind or we will

 begin the eviction process. Denise Martin and Apryl Gagnon reminded John that Katie has been

 behind for a while and they would like to see more of an effort to get her account caught up.

 c. Roads.

 John informed the Board that we had another tree fall on Old Main Street this past week. Fred and

 Chris went down and cleaned it up. John said he and Chris talked about looking at some of the trees

 along Old Main Street and seeing if any more of them need to be removed.

 d. NASWA

 NASWA summer hours continue to be 5-8:00 p.m. Wednesday and 8-5:00 p.m. on Saturday.

 NASWA transfer station assistant Hampy Bouchard is out of work due to an injury sustained

 while working on another jobsite. Until he returns, NASWA hired Elizabeth Smart to fill in

 as the transfer station assistant.

 e. Eagle Lake Fire Department

 Eagle Lake Fire Chief Robert St. Germain informed John that fire department training will be

 Sunday August 25, 2024. The topic for this month is Maine Department of Labor regulations

 for using ladders.

 John added that Eagle Lake Fire Chief Robert informed him that the Fire Department’s call

 volume for last month was a total of five calls. 1 was for a 4-wheeler accident, 2 were assists for

 ASI, 1 was for a tree in the road on Route 11, and one mutual aid with Fort Kent Fire for a

 structure fire at a trailer park.

 The spaghetti fundraiser that the fire department had on Saturday, August 10, 2024, was

 successful. After expenses, the fundraiser netted $2,171 and the amount was deposited in the Fire

 Department Fund Raising account at Norstate.

 4. MONTHLY FINANCIALS –July 2024

 Eagle Lake Board Chair Arthur Carroll asked the Board if they had an opportunity to review the

 financials for July 2024. John reviewed the Expense and Revenue reports and said that we had no

 expenses that were out of the ordinary.

 **A. Bank Reconciliation:**

 The board reviewed the Bank Reconciliation for the month of July. The Board noted that the Bank

 Reconciliation for Eagle Lake was available, but the reconciliation for Pond Brook was not. John

 said that he would discuss the issue with Retta and have them ready for the August meeting.

 Motion made by Apryl Gagnon to approve the Town of Eagle Lake Bank Reconciliations for July,

 seconded by Denise Martin.

 Vote: Unanimously in favor.

  **B. Sample Check Audit:**

Eagle Lake Selectperson Apryl Gagnon selected the checks for this month’s audit. The Board

 reviewed the five checks from the Town of Eagle Lake and the three checks from Pond Brook

 Estates. Following the review, Eagle Lake Board Chair Arthur Carroll asked if the Board was

 ready to approve of the Sample Check Audit for July 2024.

 Paul Gagnon motioned to approve the Sample Check Audit for Eagle Lake for the month of July,

 seconded by Denise Martin.

 Vote: Unanimously in favor.

 Paul Gagnon motioned to approve the Sample Check Audit for Pond Brook Estates for the month

 of July, seconded by Apryl Gagnon.

  Vote: Unanimously in favor.

 **C. Sign Warrants:**

 The Board reviewed the Accounts Payable warrants for the Town of Eagle Lake and Pond Brook

 Estates, and the Payroll Warrants.

 Motioned by Apryl Gagnon to approve and sign the warrants for July, seconded by Denise Martin.

 Vote: Unanimously in favor.

  **D. Microloan:**

 The Board reviewed the Microloan Reconciliation for July 2024.

 Motioned by Paul Nadeau to approve the Microloan Reconciliation for July 2024, seconded by

 Denise Martin.

 Vote: Unanimously in favor.

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

 JULY 17, 2024, BOARD OF SELECTMEN’S MEETING

 JULY 31, 2024, SPECIAL TOWN MEETING

 The Board reviewed the minutes for the July17, 2024 regularly scheduled Board of Selectmen’s

 meeting and the July 31, 2024, Special Town Meeting.

 Moved by Paul Nadea to approve the minutes of July 17 and July 24, 2024, seconded by Denise

 Martin.

 Vote: Unanimously in favor.

**7.** REVIEW AND CONSIDER REMOTE MONITORING OF THE EAGLE LAKE TOWN

 OFFICE

 John stated that Jeff Fournier was at our last meeting and provided us with a lot of information to

 consider. One topic he touched on was having our facilities remotely monitored. He mentioned the

 fire station in Staceyville as an example of a municipal facility that recently suffered a fire loss. John

 stated the Eagle Lake Board Chair Arthur Carroll asked him to add this item to the agenda to see if

 the Board wished to consider this. One issue that the Board noted was a fire resulting from batteries

 over charging. The Board asked John to reach out to Eagle Lake Fire Chief Robert St. Germain to

 see what he recommends to address the issue. One possibility is to place the chargers on timers.

 Motion made by Denise Martin to ask Eagle Lake Town Manager John Sutherland to get a quote to

 monitor for freeze, smoke, burglar and fire, seconded by Apryl Gagnon.

 Vote: Unanimously in favor.

 John will reach out to Michael Cyr at Third Eye Global and Zachary Voisine at Voisine Technology

 to look at possible monitoring options. He will bring the information to the next meeting.

 **8.** REVIEW AND CONSIDER SIGNING CERTIFICATES OF APPRECIATION

 John informed the Board that he has certificates of appreciation for outgoing Board members Wendy

 Dube and Jennifer Cole for the Board to consider signing. He also has one for former part time

 Deputy Town Clerk Cindi Francis who stayed well beyond the two weeks’ notice she gave until we

 could fill her position and train the new candidate.

 Moved by Denise Martin to sign the certificates of appreciation, seconded by Apryl Gagnon.

 Vote: Unanimously in favor.

 9. REVIEW AND CONSIDER PURCHASING CHILDREN’S PLAYGROUND

 EQUIPMENT FOR MEMORIAL PARK

 John informed the Board that the Memorial Park Committee reviewed multiple playsets

 to install in Memorial Park. They are recommending one that is recommended for children ages 2-12

 to make the playground more accessible to a wider range of children. The model they are

 recommending costs $16,557.00.

 Moved by Paul Nadeau to follow the Memorial Park committee’s recommendation to purchase the

 playground equipment for $16,557.00, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

**10.** REVIEW AND CONSIDER SPECIAL TOWN MEETING FOLLOWUP

 John reminded the Board that the Town of Eagle Lake received a grant from the Stephen and Tabitha

 King Foundation for $25,000 toward a battery-operated Jaws of Life unit. The legislative body

 approved an additional $5,000 from Undesignated Funds to provide up to $30,000 towards the

 purchase of the new unit. Northeast Apparatus provided us with a quote of $28,670.01 for a battery-

 operated cutter, spreader and ram plus extra batteries and a charger. It was the lowest of the three

 quotes that Eagle Lake Fire Chief Robert St. Germain provided the Board. John said that he is

 recommending that the Board move forward with the request.

 Motioned by Denise Martin to move forward with purchasing the battery-operated Jaws of Life unit

 from Northeast Apparatus for $28,670.01, seconded by Apryl Gagnon.

 Vote: Unanimously in favor.

 John added that he spoke with Shelley Winchenbach, Director of Government Affairs, Maine and

 New Hampshire, for Charter Communications, regarding the town vote on the proposed franchise

 agreement between Charter Communications and the Town of Eagle Lake.

 Shelly stated that she was disappointed, and she felt that the concept of the need for a franchise

 agreement was lost. She added that the franchise agreement is to continue to provide services to the

 subscribers.  State Law mandates what the density requirement is at 15 homes per mile. Also, the

 Board of Selectmen chose not to include franchise fees, so she is concerned that rate payers were

 likely confused by that discussion.

 Shelly said she worked with several Towns since 2020, using ARPA funding, involving a co-share

 from Towns’ ARPA funds and Spectrum/Charter contributing part of the costs to build out,

 expanding their footprint, to several hundreds of miles of new plant across Maine. Spectrum also

 extended some areas solely at their cost. There are grant opportunities that Towns can and do take

 advantage of and partnering with Charter/Spectrum to expand our footprint in their Towns.

 It’s unfortunate this was not resolved.  Feel free to reach out once you’re finished with your

 Town’s tax commitments.  Thank you.

 The Board expressed concern with the ten-year term of the proposed agreement and that the language

 indicated that Spectrum/Charter Communications could increase prices at will.

**11.** REVIEW AND CONSIDER ADDING GRAVEL TO THE NON-PAVED SECTION OF

 MAKAYLA DRIVE

John informed the Board that Eagle Lake resident Clayton Fournier came to him and asked if he

 could add some gravel on the non-paved section of Makayla Drive. The dirt portion of Makayla

 Drive is down to the clay and does not have any material to grade. The water does not run off the

 road and collects in the roadway. John said he recommends that we bring in 4 inches of gravel for the

 road and the turn around. He added that we have not done a lot of maintenance to Makayla Drive

 recently. We also will need to shape the shoulders of the road to encourage drainage for the water to

 run off into the ditch and not stay in the road.

 The Board asked John to reach out to local contractors and get a quote to do the work and bring them

 to the next Board of Selectmen’s meeting so they can be reviewed and awarded.

 **12.** REVIEW AND CONSIDER EXTENDING THE REAL ESTATE SALES CONTRACT

 John informed the Board that real estate agent Holly Hardwick is asking the Board to renew her

 Exclusive Right to Sell Agreement for the Town of Eagle Lake’s property for sale on Aroostook

 Road and known on the Town of Eagle Lake tax maps as Map 3 Lot 10-1.

 Moved by Apryl Gagnon to extend the real estate sales contract with Holly Harwich, seconded by

 Denise Martin.

 Vote: Unanimously in favor

**13. SLY BROOK ROAD SUBSTATION UPDATE**

 John informed the Board that due to Commitment; he did not have any updates on the Sly Brook

 Road substation.

**14. OTHER BUSINESS**

 John informed the Board that Town of Eagle Lake maintenance person, Chris Cote was out due to

 illness. John said he expected him back by the middle of next week.

 John informed the Board that the Gazebo is expected to arrive on Friday and will be installed in

 Memorial Park.

 **15 ADJOURN**

 **Meeting adjourned at 9:15 p.m.**