



**TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
December 18, 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, Paul Nadeau and Raymond Saucier.

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

2. **REVIEW AND CONSIDER BIDS ON BAUER BREATHABLE AIR COMPRESSOR AND FILLING STATION**

Eagle Lake Town Manager informed the board that we received two bids for the Bauer Breathable Air Compressor and filling station. One is from the Mars Hill Fire Department submitted by Mars Hill Fire Chief Gerald Cousins and the other is from Wayne Glidden, owner of Frankfort Scuba in Frankfort, Maine. Eagle Lake Board Chair Arthur Carroll opened and reviewed each bid. The bids are as follows:

Mars Hill Fire Department \$ 510.00

Wayne Glidden – Frankfort Scuba \$2,000

Motion made by Ray Saucier to approve the bid from Frankfort Scuba for \$2,000, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

3. **TOWN MANAGER'S REPORT
UPDATES**

John updated the Board on the following items

- a. **Micro Loan**

John updated the Board on the following Microloan accounts.

Account LR05012009 owes for September / October. She made a payment and brought her account current.

Account DKL012809 owes for October, November and December

Account JD08092019 made an extra payment and only owes for November

Account RS10072020 is paid through December 2024.

Account TR02122020 is paid through October.

Account JS111222021 Made an extra payment and is now paid through October.

Account VLD08102023 is paid through November

Account MB06062024 is scheduled to make annual payments. His first is scheduled for May 2025

b. Pond Brook Estates

John informed the Board that we are continuing to provide winter maintenance for both the Town of Eagle Lake and Pond Brook Estates. The driveways and walkways have been plowed and sanded with no issues.

John said that he spoke with the tenant in apartment 3 regarding her rental status. John said he asked for a budget that will allow her to pay additional amounts until her rent is caught up. John said she responded with a payment of \$505 on December 9th and said she will come in with an additional amount on December 19, 2024.

John added that the tenant in apartment 13 was able to return to work. He responded with a payment of \$1,050 on his rent. Jan added that he appreciates the Board working with him until he was able to get back to work.

c. Roads

John said that he had only one road complaint. A resident of Sly Brook Road called and said that the contractor started plowing on Sly Brook Road at 6:30 a.m. The resident was concerned because the school bus usually comes around 6:40. I contacted the contractor and made him aware of the concern.

d. NASWA

John stated that NASWA winter hours are 8-5:00 p.m. on Saturday only.

John added that NASWA will have their quarterly meeting on Thursday, December 19, 2024. They plan to discuss their budget and set stipends for the upcoming year.

Eagle Lake Fire Department

Eagle Lake Fire Chief Robert St. Germain informed John that the fire department responded to three calls last month. One was for a truck off Route 11 that took down power lines. One was for an automatic aid call for a structure fire in Fort Kent and one was to assist an elderly resident that had fallen out of his wheelchair.

Bobby also said that all attendees in the EVOC course passed and he was proud of them.

The fire department's monthly training will be on Sunday, December 29, 2024. It will follow up on Personal Protection Equipment and fire truck operations, including elements of starting the truck, engaging the PTO and pump operations.

John added that he and Bobby will follow up on expending the final APRA amounts. Bobby said that his biggest need right now is masks.

4. MONTHLY FINANCIALS –November 2024

Review monthly financials for November

- a. Bank Reconciliations; Town of Eagle Lake for October and November and Pond Brook Reconciliation for November**
- b. Sample Check Audit**

c. Sign Warrants

d. Microloan

John reviewed the expense and revenue summaries for the month of November.

John added that at this time he is comfortable where we are at this point of the budget with revenues and expenses.

Bank Reconciliations:

John informed the Board that at this time the bank reconciliations for the Town of Eagle Lake continues to not reconcile despite Rita's efforts. John said that we had former Deputy Clerk Cindi Francis reviewed the bank reconciliations and she found no inconsistencies and came up with the same numbers as Rita. Rita acknowledged her frustrations with the bank reconciliations and attempts to get assistance from TRIO were not helpful. John requested that the Board consider moving approving the bank reconciliations for the Town of Eagle Lake for October and November to next month. John recommended that the Board review and approve the bank reconciliation for Pond Brook Estates for the month of November.

Motion made by Paul Nadeau to approve the Bank Reconciliations for the month of November for **Pond Brook Estates**, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

Sample Check Audit for November:

Eagle Lake Board Chair Arthur Carroll asked if the Board was able to review the Sample Check Audit for the Town of Eagle Lake and Pond Brook Estates for the month of November. The Board replied that they did and had no issues with the audits.

Motion made by Apryl Gagnon to approve the Sample Check Audit for both the Town of Eagle Lake and Pond Brook Estates for the month of November, seconded by Paul Nadeau.

Vote: Unanimously in Favor.

Warrants:

The Board reviewed the warrants for December, 2024. Arthur asked if there were any questions, issues or concerns. Hearing none, he asked if the Board was ready to vote.

Motion made by Apryl Gagnon to sign all of the warrants, seconded by Paul Nadeau.

Vote: Unanimously in favor.

Micro Loan Reconciliation:

The Board reviewed the Micro Loan Reconciliation for November 2024.

Motion made by Apryl Gagnon to approve the Micro Loan Reconciliation for the month of November, seconded by Paul Nadeau.

Vote: Unanimously in Favor.

5. PUBLIC COMMENT

The Board noted that there was no public present at this time.

6. REVIEW AND ACCEPT MINUTES FOR THE FOLLOWING:

November 20, 2024, BOARD OF SELECTMEN'S MEETING

The Board reviewed the minutes of the November 20, 2024 Board of Selectmen's meeting. Eagle Lake Board Chair Arthur Carroll asked what the Board's opinion was and if they wished to vote.

Motion made by Raymond Saucier to approve the minutes for the November 20, 2024 Board of Selectmen's meeting, seconded by Paul Nadeau.

Vote: Unanimously in favor.

7. REVIEW AND CONSIDER UPDATING THE MICRO LOAN PROGRAM

John said that a Board member requested that this item be placed on the Agenda for discussion. John added that a copy of the Micro Loan policies was placed in the Selectmen's packets for review. The Board voiced concern over the number of microloan accounts that are behind and how long the policy states that recipients have before action can be taken on a delinquent account. The Board also requested that language be added that micro loan recipients must have an ongoing business and their personal property taxes must remain current.

Moved by Raymond Saucier to amend the Micro Loan Policy to reduce the period of delinquency from 240 days to 150 days, the business must be ongoing and the personal property tax on all property owned by the loan recipient must be up to date, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

8. REVIEW AND CONSIDER EXTENDING AROOSTOOK COUNTY ARPA AGREEMENT

John informed the Board that Aroostook County ARPA Administrator Steven Pelletier is requesting that we extend the agreements that we have with Aroostook County for their ARPA program. These agreements expire December 31, 2024. He is requesting that the Board of Selectmen extend the agreements until December 31, 2026. The Town of Eagle Lake has received grants from Aroostook County for \$15,000 for Memorial Park and

\$300,000 for Eagle Lake Water and Sewer. To date most of the funds for Memorial Park have been expended and \$180,000 of the \$300,000 for the Water and Sewer District have been expended.

Motion by Apryl Gagnon to extend the agreements with Aroostook County ARPA until December 31, 2026, seconded by Paul Nadeau.

Vote: Unanimously in favor.

9. REVIEW AND CONSIDER AN APPLICATION FOR AN OUTDOOR FIREWORKS DISPLAY

John informed the Board that he received an invoice from Central Maine Pyrotechnics for \$10,000 to provide fireworks at the beach for the Fourth of July. The rain date is scheduled for Saturday, July 5, 2024. John said that the Fourth of July Committee raises the funds to provide a Fourth of July celebration for the community. Eagle Lake Selectperson Apryl Gagnon is a member of the Fourth of July committee. She added that they have money left over from last year and plan to raise more for this year's celebration. John added that this committee was appointed by the Board. The funds that they raise go into a separated account dedicated for the Fourth of July celebration and all expenses go through the expenses warrants and approved by the Board of Selectmen.

Motion made by Paul Nadeau to approve having John sign the application for a fire works display for the Fourth of July celebration, seconded by Raymond Saucier.

Vote: Unanimously in favor.

10. REVIEW AND CONSIDER CONTRACT FOR AMBULANCE SERVICES

John informed the Board that he received a contract from Ambulance Services Incorporated for the upcoming year. The contract calls for an increase from 32,500 for last year to \$34,729 for the upcoming year. The increase is \$2,220 or 6.9% over last year. John stated that he feels that this is a good deal for ambulance services and recommends that the Board consider signing the contract.

Motion by Ray Saucier to sign the contract with Ambulance Services Inc for the upcoming year, seconded by Apryl Gagnon.

Vote: Unanimously in favor.

11. REVIEW AND CONSIDER FIRE DEPARTMENT GRANTS UPDATES

John informed the Board that the Town of Eagle Lake is looking at submitting two grants in support of the Eagle Lake Fire Department. One is to the State of Maine Fire Marshall's Office for funds for an Extractor to wash fire department turnout gear. The grant is a reimbursement grant for up to \$5,000 towards the purchase. The other is an Aid to Firefighters grant to FEMA to purchase a brush truck.

Motion by Apryl Gagnon to move forward and submit both grant applications, seconded by Paul Gagnon.

Vote: Unanimously in favor – Arthur Carroll abstained as he is on the Fire Department.

12. REVIEW AND CONSIDER PAID FAMILY AND MEDICAL LEAVE ACT

John stated that starting January 1, 2025, any employer with at least one Maine Based employee must begin payroll withholdings for their employees. Employer with 15 or more employees will contribute 1 percent of wages and may deduct up to half of the contribution from the employees' wages. Employers with less than 15 employees will contribute 0.5 % of wages and may deduct the entire amount from the employees' wages. Employers will begin their first quarterly wage reporting and premium payments starting April 1st and due by April 30, 2025.

An online system for employers to register their business information, designate a payroll processor, file quarterly wage reports, and remit quarterly premium contributions will be released in January. All employers must register for an account to begin wage reporting in April. The portal will also allow self-employed individuals and tribal governments to elect coverage. John stated that this item is not an item that requires a Board vote. He is presenting this information to update Board on how the new legislation will affect our payroll going forward.

13. SLY BROOK ROAD FIRE DEPARTMENT SUBSTATION UPDATE

John provided the Board with the following updates:

Senator Angus King's Office:

John spoke to Jordyn Montgomery about the Sly Brook Road Substation. He provided her and Adam Lachman with a timeline of where the project is and what items are currently holding things up. Jordyn and Adam will work with John to determine what other grants are out there to help provide funding for the project. Jordyn informed John that with the new administration coming in, she was unsure if another round of Congressional Delegation spending was being concerned.

NBRC update:

John said he spoke to Andrea Smith and gave her a background on the project. Andrea stated that typically Northern Borders does not fund stand-alone public facilities. Andrea added that we can qualify to use NBRC funds as long as we are stressing the use of equipment and infrastructure is in support of the recreation economy and job creation.

Joshua Helms update:

John said that when he last spoke to him, he voiced concerns that if we use additional funding sources, it may complicate his HUD Environmental Review. Joshua added that other funding agencies may have an environmental review requirement that differ from his. He also added that there could be a lot of the same required steps and he would be willing to share his review with any other funding agency. I told Joshua that we are

looking at funding from NBRC and gave him Andrea Smith as a contact. Andrea informed me that they use NEPA standards. These are from the National Environmental Policy Act. Joshua said he would reach out to Andrea and see what effect they may have on his Environmental review.

John added that other grant options include USDA grant / loan options where a percentage of the borrowed amount can be reduced by up to 75 % as a grant with the remainder being repaid as a loan.

14. OTHER BUSINESS

John said that he spoke to Maine State Liquor Inspector Eric Lagassee regarding a request to add an additional liquor licensed location to sell spirits in the town of Eagle Lake. Eric said that the State has received our application but not expect any movement for some time. Pine State Beverage just secured the contract to distribute spirits in the state of Maine. They are giving push back to the state on providing to many licenses and requiring them to travel to more out of the wat communities for small deliveries that do not cover the cost of providing delivery. Eric said that the State considers application twice a year. A community applying with a larger population or no liquor license at all will be given a higher priority that ours. Eric said that it may take a couple of years to be reviewed or it may be denied. Earic stated that if there are issues, blame the State. The town of Eagle Lake has done all that it can do at this point.

15. ADJOURN

Motion by Apryl Gagnon to adjourn, seconded by Raymond Saucier
Meeting adjourned at 7:10 p.m.

Vote: Unanimously in favor.

**TOWN OF EAGLE LAKE
BOARD OF ASSESSOR'S MEETING
December 18, 2024**

1. Review and Approve Abatements

John proposed the following abatement request to the board:

Louis Albert: Account 36, Missing his Homestead Exemption. 21,250 X
15.78 = 335.33

Onu Onu: Account 215 – Requested Steve Salley reasses property. After looking at 51 Dennis Street in person and online Steve said he recommends reducing the value by \$2,200 and abating the account \$ 34.72

Onu Onu: Account 661 Requested Steve look at his property on 3475 Aroostook Road,

After viewing this property in person Steve recommends reducing the value by \$6,800 and abating the account \$107.30

Michael Michaud: Remove trailer and decks abate account 481 Abate 2023 -291.08 and 2024 214.92. Total abatement requested \$506.00

Glen Saucier- Act 723 Homestead Exemption missing in 2022. \$456.50 abatement requested.

Daniel Iamatto: Account 256 property revaluated Abatement requested \$71.51

Jim Palmer: Account 374 Property overassessed by \$74,800 due to building being incorrectly measured by previous assessor. Abatement proposed by Assessor \$1,180.34

Theresa Soucy: Act 947 Map 13 Lot 13-1 – Parcel was combined and should have been removed from the tax maps. Valuation is \$9,600. Abatement requested is 151.49 for 2023 and \$154.49 for 2022. Total amount requested is \$ 308.98.

Wendy Dube: Act 720 Clean up 520.44 Building removed a year earlier but value was still attached to the account. Please abate \$520.44 to clean up the account.

Lakeview Shores: ACT 151 Lot split in 2022, value reduced, please abate \$946.52

Lakeview Shores: ACT 203 Lot split in 2022, value reduced, please abate 502.20

Paul and Robert Lozier: ACT 391 Abatement recommended by Assessor Steven Sally to help him calculate a tree growth penalty in the amount of \$138.86.

PERSONAL PROPERTY

Felicia Ouellette: ACT 125 Camper Registered, Registration confirmed, please abate \$398.38

John Babin: ACT 122 Camper registered. Please abate \$570.92. Paid for deck in 2023 and 2024

Tracey Johnson: ACT 159 Camper registered in South Carolina. Please abate for 2022 and 2024 for a total of \$183.55.

Zach Voisine: ACT PP154 Camper Registered, please abate \$271.00. Owes for a deck.

Billy Theriault: ACT PP 411 Camper registered, please abate \$283.67 for 2024 and \$293.22 for 2022

Adam and Archana Butler: ACT 106 \$243.03 Camper was registered, Hometown Confirmed, No plate

Bernard and Kim Roy: ACT 194 Camper Registered \$232.59

Andrew and Michelle Gagnon: ACT 150 Camper Registered, please abate \$494.32 for 2023 and 2024.

Brian and Amy Dionne: ACT 135 Camper Registered, Pay 23.67 for a deck abate \$302.68.

Arthur Jandreau: ACT 110 Camper Registered, please abate \$274.55 for 2022

Dean Saucier: ACT 198 Abate \$16.74 for a removable deck 2023-2024

Motion by Raymond Saucier to approve the abatement requests, seconded by Paul Nadeau.

Vote: Unanimously in favor.

2. Other Business

John reported that there was no other business

3. Adjourn

Motion by Apryl Gagnon to adjourn, seconded by Raymond Saucier

Meeting adjourned at 7:25 p.m.

Vote: Unanimously in favor.