TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**September 16, 2020**

1. The meeting was called to order by Board Chair, Arthur Carroll at5:30 P.M.

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

 Saucier.

 Others in attendance were: John Sutherland, Town Manager; Denise Martin, Deputy

 Clerk.

2. EXECUTIVE SESSION: 1 M.R.S.A. § 405 (6) (F) CONFIDENTIAL RECORDS:

 REVIEW AND CONSIDER A PROVERTY ABATEMENT

 Moved by Wendy Dube to go into Executive Session, seconded by Raymond

 Saucier

 Vote: Unanimously in favor.

 IN: 5:30; OUT: 5:47

 As a result of the Executive Session, the Board of Selectmen voted on the request to

 abate the property tax of account 728 by fifty percent.

 Moved by Wendy Dube to approve the abatement request for fifty percent of the

 property tax of account 728 based on the resident’s financial situation, seconded by

 Raymond Saucier.

 Vote: Unanimously in favor.

 3. EXECUTIVE SESSION: 1 M.R.S.A. 405 § (6) (F) CONFIDENTIAL RECORDS:

 REVIEW AND CONSIDER A MICRO LOAN APPLICATION

 Moved by Raymond Saucier to go into Executive Session, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 IN: 5:48; OUT: 6:04

 As a result of the Executive Session, the Board of Selectmen voted on the Micro Loan

 application.

 Moved by Wendy Dube to approve the Micro Loan application for $ 25,000 for a term

 of 96 months, seconded Raymond Saucier.

 Vote: Unanimously in favor.

 The Board asked John to check with the Registry of Deeds to guarantee that there are

 no liens on the property pledged as security.

 3A. EXECUTIVE SESSION: 1M.R.S.A. 405 § (6) (A) PERSONNEL MATTERS: DISCUSS

 PURCHASING CONCERNS WITH THE TOWN MANAGER

 Moved by Raymond Saucier to go into Executive Session, seconded by Wendy Dube

 Vote: Unanimously in favor.

 IN: 6:08 OUT: 6:23

 As a result of the Executive Session, the Board of Selectmen asked John to look at

 obtaining a town credit card that offers a payment due date that coincides with the

 Board of Selectmen’s meetings so the payments will not be late. The Board asked

 John to purchase Igloo water jugs to make sure town employees stay hydrated and

 look at purchasing gloves in bulk for a cost savings and providing them to municipal

 employees as needed.

 4. ATV CLUB UPDATE:

 The President of the ATV club asked to be placed on the Agenda to discuss adding a

 larger storage shed to the piece of town property that they share with the snowmobile club.

 The Board decided to table the discussion since the club President was not in attendance.

 5. CONSIDER REQUESTS TO USE TOWN FACILITIES

 Betty Theriault would like to restart the Good News Club consisting of 7-10 school aged

 Children. John informed the Board that Betty’s group used the Town Office meeting room

 prior to COVID-19 without any issues or concerns. Betty presented the Board with a plan that

 is consistent with guidelines to ensure health and safety during COVID-19.

 Moved by Raymond Saucier to let Betty Theriault continue The Good News Club meetings at

 the Town Office, seconded by Wendy Dube.

 Vote: Unanimously in favor.

 Morgan Wilson has requested to restart Girl Scouts meetings at the Town Office meeting

 room. John informed the Board that the Girl Scouts used the Town Office meeting room

 prior to COVID-19 without any issues or concerns. Morgan plans to meet once a month.

 Weather permitting, the girls will be doing outside activities. Morgan has also submitted a plan

 to follow guidelines to ensure health safety during Covid-19.

 Moved by Wendy Dube to have The Girl Scouts’ Meeting at the Town Office meeting room,

 seconded by Raymond Saucier.

 Vote: Unanimously in favor.

 Tamielee Sutherland would like to do a Pumpkin Carving Event at the Recreation Building.

 Tamielee would have the event outside with tables six feet apart. She plans to serve snacks,

 hot chocolate and cider. The Board would like a written plan for safety during Covid-19.

 Moved by Raymond Saucier to let Tamielee Sutherland have a Pumpkin Carving Event,

 provided that she submits a plan following COVID-19 guidelines, seconded by Wendy Dube.

 Vote: Unanimously in favor.

6. PUBLIC COMMENT

 A new member of the Town expressed an interest in why meeting minutes took so long to be

 placed on the Town of Eagle Lake website. John Sutherland explained that they need to be

 approved by the Board of Selectmen and that occurs at the next monthly Board of Selectmen’s

 Meeting. The resident also had questions regarding the status of Pond Brook Estates.

 7. TOWN MANAGER’S REPORT

 UPDATES

1. Micro Loan

Accounts are current.

A new application has been submitted.

1. Pond Brook Estates

Chris and Fred continue to put up the new cedar fencing. Chris reported he should be done by the end of the week, except for some of the gates. The residents of apartment 3 have informed John that they will be moving out either the end of this month due to

 the tenant getting a new job in Madawaska and owning property in Fort Kent.

1. Roads

The bid for Old Main Street was tabled from last month due to cost. The reason the bid was so high is because of the 54” inch culverts. Fred could not get a 54” inch culvert, it has to be either a 48” or 60” culvert. Fred Recommended to use a 48” inch culvert and slide it in the 54” inch culverts. The 54” inch culvert is still in good shape. If we do this, the new bid will be $ 14,654.00. Moved by Wendy Dube to accept the adjusted bid from Simard Construction, seconded by Raymond Saucier.

Vote: Unanimously in favor.

1. NASWA

Paul Lozier is delivering the balers next week. After the balers are delivered and wired up, the recycling center can begin to accept material.

1. Junk Yard Update

John Sutherland updated the Board to his last phone call with Eagle Lake Town Attorney Frank Bemis. Frank sent out the letters as requested. There has been some cleanup of two of the illegal Junkyards. The Board agreed to continue moving forward and follow the town attorney’s recommendations. The goal is to have the property owners recognize that they need to clean up their properties of face court action. They simply cannot continue to operate illegal junkyards.

Moved by Arthur Carroll to follow recommendations of the town attorney and continue to move forward in cleaning up the properties, seconded by Raymond Saucier.

Vote: Unanimously in favor.

1. Credit Card Update

The Board discussed the Town credit card and voiced concerns with the due date. The due date is typically before the Selectmen’s meeting and it appears that we are late in paying the amount due on the card each month. John stated that he called our credit card provider and he was informed that the date is set by VISA. John reached out to Norstate and Acadia Federal Credit Union and he was told that the date is set by VISA. The Board asked John to look at MasterCard and others and see if we can get a card that is due on or near the 30th of the month. John will look into this and provide an update at the next meeting.

8. MONTHLY FINANCIALS-July/August 2020

 Review monthly financials for July/August.

1. Bank Reconciliations

Moved by Raymond Saucier to accept the July/ August Financials, and the Bank Reconciliations for Eagle Lake, and Pond Brook Estates for August, seconded by Wendy Dube.

Vote: Unanimously in favor.

1. Pond Brook Reconciliation

See above a.

1. Sample Check Audit

Moved by Wendy Dube to accept the Sample Check Audit for August, seconded by Raymond Saucier.

Vote: Unanimously in favor.

1. Sign Warrants

Moved by Raymond Saucier to sign the warrants, seconded by Wendy Dube

Vote: Unanimously in favor.

1. Microloan

Moved by Raymond Saucier to accept the Microloan Reconciliation, seconded by

Wendy Dube.

Vote: Unanimously in favor.

 9. APPROVE THE MINUTES OF AUGUST 19, 2020 SELECTMEN’S MEETING

 APPROVE THE MINUTES OF SEPTEMBER 8, 2020 PUBLIC HEARING

 Moved by Wendy Dube to accept the Meeting Minutes from August 19, 2020, seconded

 by Raymond Saucier.

 Vote: Unanimously in favor.

 Moved by Wendy Dube to accept the Public Hearing Minutes from September 8, 2020,

 seconded by Raymond Saucier

 Vote: unanimously in favor.

 10. REVIEW AND SIGN ORDER OF MUNICIPAL OFFICERS.

 Winter Road Closures

 John Sutherland reviewed the order for the road closures with the Board. The order calls for

 closing portions of Gilmore Brook Road, Devoe Brook Road and Convent Road during

 winter months due to the cost to maintain them while there is a limited number of residents

 living year round on each of the roadways. Motion made by Raymond Saucier to sign the

 Order of Municipal Officers, seconded by Wendy Dube. The Board signed Order of

 Municipal Officers. This order will be good for five years.

 11. REVIEW AND CONSIDER BIDS FOR WINTER ROAD SALT

 The Town of Eagle Lake received two bids for salt for the upcoming winter season. The bids came in as follows: New England Salt: $ 78.00 a ton and Maine Salt Co.: $ 81.00 a ton.

 John Sutherland recommended to go with the lower bid.

 Moved by Raymond Saucier to accept the lower bid from New England Salt for $ 78.00 a

 ton, seconded by Wendy Dube.

 Vote: Unanimously in favor.

12. OPEN POLLS 8:00 A.M. TO 8 P.M. ACCORDING TO 21-A M.R.S.A. ARTICLE 2

 SECTION 626 FOR NOVEMBER 3, 2020 MUNICIPAL, STATE GENERAL AND

 PRESIDENTAL ELECTION. APPOINT ELECTION WARDEN AND ELECTION

 CLERKS

 Wendy Dube moved to open the polls from 8:00 a.m. to 8: 00 p.m. November 3, 2020 for the General Election and appoint Tom Roy as Warden, and appoint Denise Martin and Laurie Boutot for election clerks, seconded by Raymond Saucier.

 Vote: Unanimously in favor.

13. REVIEW AND CONSIDER UPGRADING EAGLE LAKE SIGNS

 John Sutherland updated the Board on upgrading the Town to Eagle Lake signs. Steve Daigle can replace the three road signs, the one at the Eagle Lake Town Office and the sign on the corner of Devoe Brook Road for $ 2,100.00.

 Moved by Wendy Dube to accept the upgrade of the Town of Eagle Lake signs, seconded by

 Raymond Saucier.

 Vote: unanimously in favor.

14. OTHER BUSINESS

 Fire Chief Rene Stonge reported to John Sutherland that there were 4 calls last month.

 3 calls for ambulance assistance and 1 fire on Convent Rd, a tree limb on a power line.

 The FEMA Vehicle Acquisition Grant requires the Eagle Lake Fire Department to report to the National Fire Incident Reporting System (NFIRS) for all calls. Eagle Lake Fire Chief Rene St. Onge informed John Sutherland that the Eagle Lake Fire Department is now reporting to NFIRS.

 The Fire Department was nominated for the Spirit of America Award for their contributions to our community. In addition to being there in times of emergencies, the Eagle Lake Fire Department raises funds by hosting a Haunted Trail in the fall and having their Steak and Lobster Feed in the summer. Proceeds from these events go towards purchasing items needed by the fire department that may not be afforded by the municipal budget. The Fire Department is being recognized for going above and beyond for our community. Moved by Raymond Saucier to support the Fire Department’s nomination for the Spirit of America Award, seconded by Wendy Dube.

 Vote: Unanimously in favor.

15. Adjourn

 Moved by Raymond Saucier to adjourn, seconded by Wendy Dube

 Vote: Unanimously in favor.