 TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**June 15, 2022**

1. The meeting was called to order by Board Chair, Arthur Carroll at8:09 P.M.

The Board members present included: Arthur Carroll, Wendy Dube, Brian Devoe, and Jennifer Dube.

Others in attendance were: Town Manager, John Sutherland, and Deputy Clerk, Apryl Gagnon.

2. WELCOME NEWLY ELECTED BOARD MEMBER

ELECT BOARD CHAIR AND VICE CHAIR FOR THE UPCOMING YEAR

Moved by Brian Devoe to elect Arthur Carroll as the Board Chair for the upcoming

year, seconded by Jennifer Dube.

Vote: Unanimously in favor.

Moved by Arthur Carroll to elect Wendy Dube for Vice-Chair for the upcoming year,

seconded by Jennifer Dube.

Vote: Unanimously in favor.

3. TOWN MANAGER’S REPORT UPDATES

a. Micro Loan

Account TR02122020 is caught up until April 2022 and John Sutherland has spoken

to him regarding his payment status.

Account DKL012809 is caught up until March 2022. John Sutherland said that he

will contact the individual regarding his payment status.

All other accounts are up to date.

b. Pond Brook Estates

John Sutherland is working with Nikki McNally, from ACAP’s rental assistance

program, for four residents of Pond Brook Estates. Apartment 6, 7, 13 and 14 have

applications in at this time for rental assistance and John said he expects all of them

to be approved.

All other accounts are current.

c. Roads

Old Main Street

Brian Devoe called and informed John Sutherland that last week’s rain caused

a washout on shoulder of Old Main Street. Maintenance went out and replaced the

washed out materials.

Makayla Drive

Last week’s rain storm washed material from the shoulder down Makayla Drive

where it accumulated at the base of the road. Maintenance is going to pick the

material up and replace it on the side of the road where it washed out.

d. NASWA

NASWA shipped out a truck load of electronics and also had AIM’s Recycling

picked up a load of steel from NASWA.

NASWA’s quarterly meeting is scheduled for Thursday, June 16, 2022 at the Eagle

Lake Town Office.

e. Eagle Lake Fire Department

Eagle Lake Fire Chief, Robert St. Germain informed John Sutherland that there will

be a training on Saturday, June 11, 2022. He plans on going over items identified

during the Bureau of Labor review. Driver evaluations, SCBA training and Hazard

Communications are some of the topics he will cover.

Last month, the Eagle Lake Fire Department responded to one call to assist ASI for a

lift assist and had one call for an accident on Sly Brook Road.

Bureau of Labor

The response for the Bureau of Labor is due Thursday, June 16, 2022. Fire Chief,

Robert St. Germain and John have been working on a response for all citations. John

said he expects to have all of the necessary responses submitted on time.

4. MONTHLY FINANCIALS- MAY 2022

Review monthly financials for May 2022

a. Bank Reconciliations; Including Pond Brook.

The Board reviewed Bank Reconciliations for May 2022. Moved by Wendy Dube to

table Town of Eagle Lake Bank Reconciliations until the Bank Reconciliations

match the General Ledger, seconded by Jennifer Dube.

Moved by Wendy Dube to accept the Pond Brook Estates Reconciliation, for May

2022, seconded by Jennifer Dube.

Vote: Unanimously in favor.

b. Sample Check Audit

Moved by Wendy Dube to accept the Sample Check Audit, seconded by Jennifer

Dube.

Vote: Unanimously in favor.

c. Sign Warrants

Moved by Brian Devoe to accept the Warrants for May 2022, seconded by

Wendy Dube.

Vote: Unanimously in favor.

d. Micro Loan

Moved by Wendy Dube to accept the Micro Loan Reconciliation for May 2022,

seconded by Jennifer Dube.

Vote: Unanimously in favor.

5. PUBLIC COMMENT

None.

6. APPROVE MINUTES FOR MAY 18, 2022 BOARD OF SELECTMEN’S MEETING

Moved by Wendy Dube to accept the minutes for the May 18, 2022 Board of

Selectmen’s meeting, seconded by Brian Devoe.

Vote: Unanimously in favor.

7. REVIEW AND CONSIDER YEARLY APPOINTMENTS

John recommended the following committee members to the Board of Selectmen for

approval:

**Budget Committee:** Michelle Raymond, Crystal Parent, and Gary Gardner

**Recreation Committee:** Morgan Wilson, Tracey Albert, and Doris McNulty

**Highway Committee:** Fred Simard, Michael Michaud, Darcy Labbe and Brain Devoe

**Municipal Park Committee:** Fred Michaud, Suzanne Morneault, Chris Nadeau, and

Debra Labbe

**Town Forest Committee:** Michael Rochester, Phillip LeBoeuf, Fred Michaud, Philip

Nadeau, and Mark Belanger

Moved by Wendy Dube to approve all Committee members as listed above, seconded by

Jennifer Dube.

Vote: Unanimously in favor.

John recommended the following Board members to the Board of Selectmen for

approval:

**Planning Board:** John L. Martin, Paula Gardner, Gary Voisine, Tom Roy, and Lauri

Raymond-Alternate

**Board of Appeals:** Tom Pelletier and Daniel Picard

Moved by Brian Devoe to accept all Board members as listed above, seconded by

Jennifer Dube.

Vote: Unanimously in favor.

**Municipal Employees:**

**John Sutherland:** Town Clerk/ Registrar of Voters, Tax Collector, Treasurer, Road

Commissioner, General Assistance Administrator, Human Resource/Payroll

Director, E9-1-1 Officer and Emergency Management Director.

**Apryl Gagnon:** Deputy Town Clerk, Deputy Tax Collector, Deputy Treasurer,

Accounts Payable Clerk and Excise Tax Clerk.

**Robert St. Germain**: Fire Chief

**Michael Rochester:** Code Enforcement Officer

**Dennis Cyr:** Local Plumbing Inspector

**John Pelletier:** Animal Control Officer

**Dr. Paul Pelletier:** Health Officer

**Cyr Martin:** Constable

8. REVIEW AND CONSIDER BIDS FOR POND BROOK ROOF REPLACEMENT

The Town of Eagle Lake has received 3 bids for the replacement roof at Pond Brook

Estates.

First bid is from 4D Carpentry: Supplies at $20,137 and labor at $18,000 totaling

$38,137.

Second bid is from Andrew AM Construction: Supplies at $21,000 and labor at

$30,319 totaling $51,319.

Third bid is from Triumph Roofing: Supplies at $31,250 and labor at $51,000 totaling $82,500.

Moved by Jennifer Dube to accept the bid from4D Carpentry based on price with a total

bid price of $38,137, seconded by Brian Devoe.

Vote: Unanimously in favor.

9. RATIFY HIRING OF SUMMER RECREATION EMPLOYEES

Moved by Brian Devoe to ratify the hiring of Ashley Hall as a Recreation Assistant, for the upcoming summer recreation program, seconded by Jennifer Dube.

Vote: Unanimously in favor.

10. OTHER BUSINESS

The Board will need to discuss Bruce Dube and his junkyard application. Board

agreed to table this discussion until next meeting.

Discussion by John Sutherland to inform Board members that the Town of Eagle Lake

will be applying for a grant to house and provide a fire truck on Sly Brook Road.

John Sutherland informed the Board that he would be attending a training in Augusta on

OSHA Reporting Regulations on June 17th, 2022.

John also reported to the Board that he will be leaving June 22 to June 29, 2022 for a trip

to Washington D.C.

11. ADJOURN

Moved by Jennifer Dube to adjourn the Board Meeting at 9:05 p.m., seconded by

Brian Devoe.

Vote: Unanimously in favor.