



**TOWN OF EAGLE LAKE
BOARD OF SELECTMEN'S MEETING
06/12/2019**

1. The meeting was called to order by Town Manager, John Sutherland at 7:36 P.M. The Board members present included: Michelle Raymond, Wendy Dube, Louise Fournier, Arthur Carroll, and Jennifer Dube.
Others in attendance were: John Sutherland, Town Manager; Angela Bossie, Deputy Clerk and members of the community: Tamielee Sutherland and Adele Carroll

2. APPOINTMENT OF CHAIR AND VICE CHAIR OF BOARD OF SELECTMAN
 - Moved by Louise Fournier and seconded by Arthur Carroll to nominate Michelle Raymond as Board Chair.
Vote: Four in favor; Michelle abstained.
 - Moved by Wendy Dube and seconded by Michelle Raymond to nominate Louise Fournier as Vice Chair.
Vote: Four in favor; Louise abstained.

3. NASWA UPDATE-GERRY RAYMOND
 - Gerry updated the Board on the following.
 1. In 2017 a volunteer inspection was completed Maine D.E.P at the NASWA site. Some of the recommendations have been completed; however further attention to the recommendations is needing to be addressed.
 2. The Transfer Station License needs to be updated. Currently NASWA is licensed for burning wood and brush only; therefore, an amendment is needed.
 3. The Town of Eagle Lake is under contract to act as the Administrator of N.A.S.W.A. through its Town Manager.
 4. NASWA currently does not have safety procedures and Job Descriptions and the need is time sensitive. This will be addressed by John Sutherland under the direction of the N.A. S.W.A. Board.
 - Moved by Louise, seconded by Wendy to appoint Gerald Raymond as Eagle Lake's Representative to the NASWA Board.
Vote: Unanimously in favor

4. MUNICIPAL APOINTMENTS
 - a. Town Manager
 - i. Tax Collector
 - ii. Treasurer
 - iii. Road Commissioner
 - iv. Town Clerk
 - v. General Assistance Administrator
 - vi. Emergency Management DirectorMoved by Wendy Dube and seconded by Arthur Carroll to appoint John Sutherland to the positions as written.
Vote: Unanimously in favor.

 - b. Dr. Paul Pelletier
 - i. Health Officer

Moved by Louise Fournier and seconded by Jennifer Dube to appoint Dr. Paul Pelletier as the Health Officer.

Vote: Unanimously in favor.

c. Cyr Martin

i. Town Constable

Moved by Jennifer Dube and seconded by Louise Fournier to appoint Cyr Martin as Town Constable.

Vote: Unanimously in favor.

5. COMMITTEE APPOINTMENTS

i. Planning Board: John Martin, Paula Gardner, Gary Voisine, Tom Roy, Lauri Raymond as Alternate, and a vacant position.

Moved by Louise Fournier and seconded by Arthur Carroll to approve all appointments as recommended. A question arose whether one person was qualified as they may not reside in Eagle Lake. John will get clarification.

Vote: Unanimously in favor.

ii. Budget Committee: Reynold Raymond, John Martin, Michael Collins, Crystal Parent, Maurice Pelletier, and Phyllis Daigle.

Moved by Arthur Carroll and seconded by Louise Fournier to approve appointments for the Budget Committee.

Vote: Unanimously in favor.

iii. Town Forest Committee: Reynold Raymond, Fred Michaud, Michael Rochester, Michael Collins, and Phil Nadeau.

Moved by Wendy Dube and seconded by Louise Fournier to approve appointments for the Town Forest Committee.

Vote: Unanimously in favor.

iv. Highway Committee: Reynold Raymond, Michael Collins, Michael Michaud, Darcy K. Labbe, and Fred Simard.

Moved by Louise Fournier and seconded by Arthur Carroll to approve appointments for the Highway Committee.

Vote: Unanimously in favor.

v. Board of Appeals: Michael Collins and Tom Pelletier; Tamielee Sutherland volunteered to be appointed to the Board of Appeals. The issue of conflict of interest was discussed.

Moved by Louise Fournier and seconded by Jennifer Dube to add Tamielee Sutherland to the Board of Appeals and approve appointments. John will research if Tamie would be a conflict and will inform the Board at the next meeting.

Vote: Unanimously in favor.

vi. Recreation Committee: Lisa Devoe, Morgan Wilson, Ann Nadeau, and Danielle Valcourt.

Moved by Wendy Dube and seconded by Jennifer Dube to appoint Lisa Devoe, Morgan Wilson, Anne Nadeau and Danielle Valcourt. John will reach out to each to confirm their participation.

Vote: Unanimously in favor.

6. MONTHLY FINANCIALS – MAY 2019

- John presented the Bank Reconciliation and Monthly Financial reports for May 2019 to the Board of Selectmen.

Moved by Wendy Dube and seconded by Arthur Carroll to accept the Financial Statements for May 2019.

Vote: Unanimously in favor.

- The Board reviewed and signed the Bank Statements and Reconciliations (Katahdin Trust, Pond Brook Estates and Microloan)
- The Board reviewed the Check Reconciliation audit trail for May from check to reconciliation. Checks included for The Town of Eagle Lake 10107, 10118, 10154, 10164, and 10206. Checks for Pond Brook included 2169, 2174, and 2175.
- Sign Warrants: The Board reviewed the Warrants and requested Check number 10224 to (\$ 4,500) be voided. The Board wanted to make sure that the Winter Road Contract for snow removal did not include street sweeping in the existing installments. John will review the contract for clarification. The Board authorized a check to be issued for \$2,890 to cover two of the invoices that were part of the voided check. John will research the contract and update the Board. No other changes requested.

Moved by Wendy Dube and seconded by Arthur Carroll to accept the Reconciliation Statements, check audit for May 2019, and Warrants were signed authorizing payments with the exception of check number 10224. A check for \$2,890 to be issued to Simard Construction.

Vote: Unanimously in favor.

7. APPROVE MINUTES OF MAY 15, 2019 MEETING

Moved by Louise Fournier and seconded by Wendy Dube to accept the minutes as written.

Vote: Unanimously in favor.

8. CONFIRM HIRE OF THE SUMMER PROGRAM REC DIRECTOR

To avoid a conflict of interest between the Manager and an applicant, the recreation committee Were in charge of reviewing applicants, interviewing and making the recommendation to hire Tamielee Sutherland as this summer's Recreation Director.

Moved by Louise Fournier and seconded by Jennifer Dube for Tamielee Sutherland to be hired as Recreation Director.

Vote: Unanimously in favor.

9. REVIEW AND APPROVE POSTING POLICY

- Recommendations were made for adjustments to the Posting Policy. It was agreed to include the three stores in Eagle Lake for posting Public Hearings and all Town Meetings. In addition, it was suggested that advertisements be added to the County Calendar as there are no fees. Three weeks' notice is needed for any ads on County Calendar.

Moved by Louise Fournier and seconded by Wendy Dube to approve the above recommendations for public posting.

Vote: Unanimously in favor.

10. CONFIRM REGULAR BOARD OF SELECTMEN MEETING SCHEDULE

Moved by Louise Fournier and seconded by Wendy Dube to keep Selectman's meetings schedule of the 3rd Wednesday of the month at 5:30pm.

Vote: Unanimously in favor.

11. PUBLIC HEARING (REVIEW OF PAVING BID FOR R&M)

The Public Hearing was called to order by Board Chair, Michelle Raymond at 8:30 P.M. The Board members present included: Michelle Raymond, Wendy Dube, Louise Fournier, Arthur Carroll, and Jennifer Dube.

Others in attendance were: John Sutherland, Town Manager; Angela Bossie, Deputy Clerk and members of the community: Tamielee Sutherland and Adele Carroll

Two BIDs were submitted for paving. Upon Board review, Robbie Morin had the lowest BID. The Public Hearing ended at 8:35 pm

Moved by Arthur Carroll and seconded by Louise Fournier to approve the BID submitted by Robbie Morin

Vote: Unanimously in favor.

12. OTHER BUSINESS

- The Girls Scouts requested to be able to plant flowers at the base of the flag pole at the Town Office and paint the Town Office Flag Pole.

Moved by Louise Fournier and Seconded by Jennifer Dube to accept their request and recommended pictures to be taken of the Troop to be added to the website and advertise on Fiddlehead Focus.

Vote: Unanimously in favor

13. ADJOURN:

Moved by Wendy Dube and seconded by Louise Fournier for the meeting to adjourn at 8:50 p.m.

Vote: Unanimously in favor.