



TOWN OF EAGLE LAKE
BOARD OF SELECTMEN MEETING
January 16, 2019

1. The meeting was called to order by Board Chair, Michelle Raymond at 5:32 P.M. The Board members present included Michelle Raymond, Louise Fournier, and Arthur Carroll.

Board member absent: Wendy Dube

Also, in attendance were: John Sutherland, Town Manager; Angela Bossie, Deputy Clerk and a member of the community: Jennifer Dube

2. APPROVE MINUTES:

- December 19, 2018-The Board recommended a revision under #12 Other Business to include a full amount of \$4,400 is owed by June 30th, 2019 for 2018/2019 lease payment owed for the Industrial Park.

Moved by Louise Fournier and seconded by Arthur Carroll to approve the minutes for December 19th, 2019 with the above revision.

Vote: Unanimously in favor

3. MONTHLY FINANCIALS – NOVEMBER 2018

- John presented the Bank Reconciliation and Monthly Financial reports for December 2018 to the Board of Selectmen.

Moved by Louise Fournier and seconded by Arthur Carroll to accept the Financial Statements for December 2018.

Vote: Unanimously in favor.

- The Board reviewed and signed the Bank Statements and Reconciliations (Katahdin Trust, Pond Brook Estates and Microloan)

Moved by Arthur Carroll and seconded by Louise Fournier to accept the Reconciliation Statements for December 2018.

Vote: Unanimously in favor.

- The Board has requested to add a check reconciliation audit to be completed for Pond Brook Estates each month and will review three checks from invoice to payment.
- The Board has requested that Pond Brook follow the same system for checks and balances and a warrant be prepared for Pond Brook to be signed prior to payments being made. The warrant to be prepared by an excel worksheet due to financial documentation is located in QuickBooks's not Trio.

Moved by Arthur Carroll and seconded by Louise Fournier that Pond Brook will follow the same process for warrants and check reconciliations. There should be no payments issued for Pond Brook prior to the warrants being signed by the Board majority and an audit of three checks to be completed each month along with the Town of Eagle Lake's five check audit each month.

Vote: Unanimously in favor

4. TOWN MANAGER'S REPORT

- Micro Loan-All accounts but one are current. The payment agreement made for one account is being met. At this time the account is caught up until August 2018.
- Pond Brook Estates-Currently one three-bedroom apartment is vacant. Chris Cote is working at preparing the apartment for new tenants between his maintenance duties of cleaning snow at the Town Office, Pond Brook, and the Skating Rink. John spoke to an account manager at Dead River reminding them that there are two tanks at Pond Brook that need to be filled. On January 1st Dead River had to come out at no extra charge as Apartments 1-8 ran out of fuel and we are on automatic delivery.
- NASWA-Continues to work with Northwest Regional Services Commission Director of Operations Paul Albert regarding permitting issues relating to the taking of municipal

solid waste from them. An agreement was reached with Upper St. John Valley Transfer Station to send municipal solid waste to Northwest. John stated that the first load of municipal solid waste shipped to Northwest with no issues.

- Roads update-Roadways continue to be plowed and sanded. One complaint regarding the banks on Makayla Drive needing to be pushed back to allow cars the ability to see oncoming traffic. A discussion between John Sutherland and Jessie Belanger from the Sherriff's department regarding a concern received on large trucks driving too fast through town.
- Planning Board-Met on January 11th, 2019 to review a plan to replace an underground storage tank with an above ground tank in Plaisted for Inland Fisheries & Wildlife.
- Town Forest Committee-No updates at this time.
- Recreation Committee
 - Norstate requested to use the Skating Rink Warming Building for Snow Trek Sunday February 24th, 2019.
 - NMG plan to use the Building and trails sometime between 8-12:30pm Monday through Friday for a small group of people to access snow shoes and the trails on milder winter days as done in the past.
 - A request was made for the building to be used for the dog sled races occurring on the 19th and 20th.

The Board was in support of the use of the building and trails for public use.

- Fire Department-January's training scheduled for the 27th at 8 am at the Eagle Lake Fire Station. They received one call last month and responded to a report of a potential car fire in town. Upon investigation by Eagle Lake Fire Chief Rene St. Onge it was determined that a car was overheating and no fire was present. Fire Chief Rene St. Onge sent John a list of equipment he is requesting to upgrade the recently purchased Ford pick-up truck to an emergency vehicle to carry the Fire Department's Jaws of Life equipment. The requested equipment included lights, sirens, radios and electrical upgrades to power the newly installed gear. The total amount requested is \$ 4,020.29 and will come from the funds that were raised by the Fire Department. The Board supported the request.
- Cost Effective Fire Protection for the East Side of Eagle Lake. The Grant for two Dry Hydrants has been approved by Maine Department of Agriculture and Forestry. A resident on the East Side has volunteered an easement of his property for one dry hydrant installation. John will keep the Board updated on this process.

5. PUBLIC COMMENT

- No public Comment at this time.

6. REVIEW FIRE SERVICES INTERLOCAL AGREEMENT FOR WALLAGRASS AND WINTERVILLE.

- A two-year contract for both Wallagrass and Winterville was reviewed with no changes from prior contract for July 2018 to June 2020.

Moved by Louise Fournier and seconded by Arthur Carroll to approve the two year Agreement for July 2018 to June 2010.

Vote: Unanimously in favor

7. REVIEW ON INTER-TOWN ASSESSMENT FOR RECREATION-WINTERVILLE

- Due to a shift in students in K-5 the Recreation Assessment for Winterville will be increased for FY 19/20. Eagle Lake had a decrease of 13 students and Winterville had an increase of 1.

Moved by Louise Fournier and seconded by Arthur Carroll to approve the Appropriation for FY 19/20 for Winterville.

Vote: Unanimously in favor

8. ASSESSOR/ASSESSMENT DISCUSSION

- All property valuations updates need to be completed and recorded prior to April 1st for the upcoming tax commitment

9. SCHOOL BUILDING DISCUSSION

- A date and time will be set for a town meeting to discuss and vote on the school building. A determination by the community needs to be made if the school will be sold or not. The Board asked John to have language for a town meeting warrant ready for the February Selectmen's meeting.

10. PROPERTY UPDATE ORDINANCE

- John approached the Board with an ordinance that he would like to implement regarding a Building Notification Ordinance as it is an issue of fairness. This Ordinance would require property owners to notify the Town of Eagle Lake prior to making improvements to their properties.

11. DISCUSS CREDIT CARD POLICY

- John requested that 2 cards will be available for use. One card for Municipal use with a limit of \$5,000.00 and 1 card for Pond Brook with a limit of \$1500.00 with John Sutherland, Michelle Raymond, and Angela Bossie as authorized users.

12. ATV ACCESS ROUTE UPDATE

- Since Sly Brook Road is maintained by Maine DOT, an application with Maine Department of Transportation will be needed for approval of additional ATV access on Sly Brook Side. A public hearing of Eagle Lake Residents will be needed as well.
- John will reach out to Fred Michaud with questions regarding the location and destination of ATV trails on the Sly Brook side of Eagle Lake.

13. SKATING RINK UPDATE

- Refer to Recreation Building Committee Update

14. REAL TERM ENERGY FOLLOW UP

- The estimated time to see fixtures is between 6 to 8 weeks
- If we pull out and go with the Emera office according to the contract with Real Term it will cost \$145 per light for a total of \$13,788.
- John will check with legal to see what options are available for negotiation the termination fee.

15. OTHER BUSINESS

- Industrial Park-The lease holder of the Industrial Park reviewed the offer the Board agreed upon. A request was made by the lease holder that a payment for \$1,100.00 to be made by the 31st of January, \$3,300 to be made by April 30th, 2019. The full amount of \$4,400.00 for 2018/2019.

Moved by Arthur Carroll and seconded by Louise Fournier to accept the lease holder's counter offer.

Vote: Unanimously in favor

- Meeting Minutes-The board has requested the meeting minutes to be completed within the week to be reviewed by the Board.
- February meeting rescheduled to February 27th, 2019 at 5:30pm

16. ADJOURNED AT 8:15PM.