TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**June 17, 2020**

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

The Board members present included: Michelle Raymond, Louise Fournier, Arthur

Carroll, Wendy Dube and Jennifer Dube

Others in attendance were: John Sutherland, Town Manager, Eagle Lake Fire Chief

Rene St. Onge and Stephanie Fields.

Michelle Raymond, Louise Fournier, Arthur Carroll, Wendy Dube, Jennifer Dube and

Stephanie Fields attended via ZOOM video conferencing.

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

Discussion of Pond Brook Estates

Moved by Jennifer Dube to enter into Executive Session, seconded by Wendy Dube.

Vote: Unanimously in favor.

The Select Board entered into Executive Session at 5:40 P.M.

The Board came out of Executive Session at 6:10. There was no motion made as a

result of the Executive Session.

3. Public Comment

There was no public comment.

4. Town Manager’s Report.

Updates:

a. Micro Loan

John informed the Board that one account that was four months behind

made his account current by making four payments.

b. Pond Brook Estates

No new updates

c. Roads

Old Main Street

Old Main Street was scheduled to be paved this spring. John mentioned that

he was informed that a number of crossover culverts have not been replaced

in quite some time. If the road is repaved, we may be digging up new pavement

three to five years down the road. John toured Old Main Street with a local

contractor and determined that six culverts are nearing the end of their useful

life. Four are 18” X 40’, one is 18” X 50’ and one is 24” X 60’. John stated that

due to the cost of the project he is recommending that we put the project out to

bid. We can pave Old Main Street next year.

Moved by Jennifer Dube to put the project out to bid, seconded by Louise

Fournier.

Vote: Unanimously in favor.

d. NASWA

John stated that he is talking to the Insurance adjuster regarding the trailer

fire at the NASWA transfer station. Once the trailer is paid off, NASWA is

looking at having $16,000 to put down on a new trailer.

e. Fire Department

The Fire Department had three calls last month. Two were for fires and one

was for an ambulance assist.

f. Fourth of July

The Town Office will be closed Friday, July 3rd for observance of the Fourth of

July holiday occurring on Saturday, July 4, 2020.

g. Industrial Park

Chris and Fred cleaned up around the steel building in the Industrial Park. They

also worked to secure the building to prevent any unauthorized person from

entering the building by securing windows and barricading doorways.

h. Junk Yard Update.

5. MONTHLY FINANCIALS – May 2020

Review monthly financials for April and May

1. Bank Reconciliations
2. Pond Brook Bank Reconciliation
3. Sample Check Audit
4. Sign Warrants
5. Microloan

Moved by Louise Fournier to accept the Financial Report for April and May, Bank

Reconciliation, Pond Brook Bank Reconciliation, the Check Sample Audit for

Eagle Lake and Pond Brook and the May reconciliation for the Micro Loan,

seconded by Arthur Carroll.

Vote: Unanimously in favor.

Moved by Louise Fournier to sign the warrants, seconded by Wendy Dube

Vote: Unanimously in favor.

Moved by Louise Fournier to accept the Minutes of May 12 as amended, seconded

by Wendy Dube.

Vote: Unanimously in favor.

6. Approve the minutes of: May 12, 2020 Budget Meeting

May 20, 2020 CDBG Public Hearing

May 20, 2020 Selectmen’s Meeting.

7. Open polls at 8:00 a.m. to 8:00 p.m. according to 21-A M.R.S.A. Article 2 Section

626 for the July 14, 2020 Municipal, State General and Referendum Election.

Appoint Election Warden and Election Clerks.

Moved by Louise Fournier to appoint Tom Roy, Election Warden, Cynthia Tenan

and Denise Martin, Election Clerks for the July 14, 2020 Municipal, State General

and Referendum Election, seconded by Arthur Carroll.

Vote: Unanimously in favor.

8. Review and Sign Annual Municipal Town Meeting Warrant

The Board reviewed the Annual Municipal Warrant. Moved by Arthur Carroll to

sign the Annual Municipal Warrant, seconded by Jennifer Dube

Vote: Unanimously in favor.

The Board discussed having a Public Hearing to review and discuss the Annual

Municipal Warrant. Moved by Arthur Carroll to set the public Hearing for 6:30 P.M.

Wednesday July 1, 2020, seconded by Jennifer Dube.

Vote: Unanimously in favor.

9. Close the Town Office June 30th for Year End

John explained Year End Processing to the Board. While this is going on, all

budgetary accounts are closed for 19-20 and new amounts are entered for 20-21.

No transactions can take place during this process. For this reason, John is

requesting that the Town Office be closed to the public June 30th.

Moved by Louise Fournier to close the Town Office June 30th for Year End

Processing, seconded by Jennifer Dube.

Vote: Unanimously in favor.

10. Deputy Town Clerk:

Executive Session 1 M.R.S.A. § 405 (6) (A) Personnel Matters.

Motion made by Arthur Carroll to enter Executive Session citing

1 M.R.S.A. § 405 (6) (A) Personnel Matters, seconded by Wendy Dube.

Vote: Unanimously in favor. Entered into Executive Session at 7:45 p.m.

Close Executive Session at 8:02 p.m.

Motion made by Jennifer Dube to confirm the Town Manager’s recommendation to

hire Apryl Gagnon, seconded by Louise Fournier.

Vote: Unanimously in favor.

Moved by Jennifer Dube to authorize John to hire temporary staff for the Town

Office provided we can do so and stay within budget, seconded by Louise Fournier.

Vote: Unanimously in favor.

11. Eagle Lake Trail Blazers

The Eagle Lake Trailblazers are requesting approval from the Town of Eagle Lake

to continue operating their ATV trails on Town of Eagle Lake property and right of

ways. John produced a map that showed where the ATV trails cross Town of Eagle

Lake property. There is also a list of streets that are open to ATVs. John informed the

Selectmen that Eagle Lake Trailer Blazer President Ron Soucy said that his club

having landowner permission for their trails helps them get grants for their club. The

permission will be for five years.

Moved by Louise Fournier to approve the request, seconded by Arthur Carroll.

Vote: Unanimously in favor. The Board asked John to sign the document on their

behalf.

12. Maine Municipal’s Workers Compensation Incentive Program

John explained to the Board that Maine Municipal is offering a Workers

Compensation Incentive Program. The program is tiered into three levels based on

documented performance dedicated towards employee safety. By completing all

three levels, the Town of Eagle Lake can earn a credit of up to ten percent of our

Worker’s Compensation costs. John is requesting that the Board sign a Resolve and

enter into the program.

Moved by Jennifer Dube to sign the Resolve and enter into Maine Municipal’s

Workers Compensation Incentive Program, seconded by Wendy Dube.

Vote: Unanimously in favor.

13. Forestry Truck Lease

Eagle Lake Fire Chief Rene St. Onge stated that he has been working with State of

Maine Forestry to upgrade the forestry truck at the Eagle Lake Fire Station. Rene

said that he inspected the truck and it is in good running order. John stated that he

spoke to Rene regarding the unit and both he and Rene are recommending that the

Board agree to the lease terms. Arthur Carroll stated that he looked at the truck and

was impressed. Maine Forest Service Wardens Lance and Arnold Martin offered to

train Eagle Lake firemen on operating the truck. Rene stated that it is not just for

forest fires, that he will be able to use it as needed.

Moved by Louise Fournier to accept the truck and sign the lease, seconded by

Jennifer Dube.

Vote: Unanimously in favor. The Board asked John and Rene to sign the lease

for the Town of Eagle Lake.

Rene informed the Board that he would like to give out cards to area children for

free ice cream. The children could redeem the cards at local establishments. Rene

stated that he felt it is good P.R. for the fire department and said that he would give

cards to local law enforcement as well. Rene requested that he be allowed to take

$200 from the Fire Department Fund Raising account to pay for the cards.

Moved by Louise Fournier to take $ 200 from the Fire Department Fund Raising

Account to pay for cards for free ice cream that can be given to local youths,

seconded by Jennifer Dube.

Vote: Unanimously in favor.

14. N.M.D.C. Appointment.

The Town of Eagle Lake appoints a person to serve on the Northern Maine

Development Commission Board of Directors.

Moved by Louise to appoint John Sutherland to serve on the Northern Maine

Development Commission Board of Directors, seconded by Wendy Dube.

Vote: Unanimously in favor.

15. Other Business

Louise Fournier provided the Board with an update on the American Legion.

The Board asked John to look into the deed dated 1968. It contains a reverse

Claus that transfer the building back to the Town of Eagle Lake in the event

the American Legion closes or ceases to exist.

Executive Session: 1 M.R.S.A. § 405 (6) (F) Confidential Records.

Moved made by Louise Fournier to go into Executive Session, seconded by

Jennifer Dube.

The Board went into Executive Session at 8:29 p.m. and came out at 8:43 P.M.

No decision was made as a result of the Executive Session.

16. Adjourn

Moved by Louise Fournier to adjourn at 8:44 p.m., seconded by Arthur Carroll.

Vote: Unanimously in favor.