TOWN OF EAGLE LAKE

**BOARD OF SELECTMEN’S MEETING**

**February 19, 2020**

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

 The Board members present included: Louise Fournier, Arthur Carroll and Jennifer

 Dube. Wendy Dube was absent.

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

 Clerk, Mariah Berube, Deputy Clerk, Fort Kent Fire Chief Ed Endee, Eagle Lake Fire

 Chief Rene St. Onge and Sly Brook Road resident Curtis Saucier. There were other

 members of the community present.

2. APPROVE MINUTES OF JANUARY 15, 2020 SELECTMEN’S MEETING

Moved by Arthur Carroll to accept the meeting minutes for January 15, 2020 and January 27, 2020, seconded by Louise Fournier.

Vote: Unanimously in favor.

 3. APPROVE MINUTES OF JANUARY 27, 2020 SELECTMEN’S MEETING.

 See above Number 2.

 4. PUBLIC COMMENT

 Resident of Sly Brook Road shared his concerns regarding fire protection on

 Sly Brook Road.

 5. TOWN MANAGER’S REPORT UPDATES

 a. Micro Loan

 Micro Loan Accounts are current.

 b. Pond Brook Estates

 The Board discussed a policy change regarding smoking for Pond Brook. The Board

 asked for John’s recommendations. John stated that he reached out to local apartment

 owners and their policies were consistent to ours. John recommended to not make any

 changes to the Policy regarding smoking at this time. The Board accepted the Town

 Manager’s recommendation to keep the policy as is, in line with other large landlords

 in the Eagle Lake, Fort Kent Community.

 c. NASWA

 The Board would like to see a copy of the letter sent to the Individual who was

 dumping trash collected from non NASWA communities at the NASWA transfer

 station. John will include a copy of the letter in the Selectmen’s packets for March.

6. MONTHLY FINANCIALS- January 2020

 a. Bank Reconciliations

 Moved by Louise Fournier to accept Katahdin Reconciliation, Pond Brook Reconciliation

 and the Sample Check Audit, seconded by Arthur Carroll

 Vote: Unanimously in favor.

 b. Pond Brook Bank Reconciliation

 See Motion Bank Reconciliations

 c. Check Sampling Reconciliations

 See Motion Bank Reconciliations.

 d. Sign Warrants

 Board signed Warrants.

 e. Micro Loan

 Moved by Arthur Carroll to accept the Micro Loan Reconciliation, seconded by Louise

 Fournier.

 Vote: Unanimously in favor.

7. APPOINT TWO ADDITIONAL BUDGET COMMITTEE MEMBERS

 Moved by Louise Fournier to appoint Bill Loder and Phyllis Daigle to the Budget Committee, seconded by Arthur Carroll.

 Vote: Unanimously in favor.

 8. PURSUE GRANT OPTIONS FOR FIRE DEPARTMENT PAGING

 Fort Kent Fire Chief Ed Endee discussed ideas to resolve the communication issues that

 Eagle Lake Fire Department is experiencing. Ed explained that the original idea was to

 have a radio link between Fort Kent Dispatch and the Eagle Lake repeater. An issue arose

 when it was discovered that the Eagle Lake frequency would interfere with the radio

 frequency for the Fort Kent Fire Department. The next option was a dedicated analog

 phone line through Consolidated Communications. Consolidated informed us that they are

 no longer doing analog and recommended that we use a Voice over IP. Ed stated that this

 will give us a dedicated line with no security issues. Madawaska is using this option for their

 emergency services. Ed summarized that this line is dependable but the downside is that it is

 expensive. The original quote from Radio Communications Management Inc. was for

 $ 5,381. Voice over Internet raises their quote to $ 8,787.56 for the necessary

 equipment upgrade. To provide the connection Consolidated Communications is quoting

 $8,647.80. This brings the total project cost to $ 17,435.36. John discussed three grant

 options that he is working on to help offset the costs. The Board asked John to reach out to

 the communities that Eagle Lake provides fire coverage for and see if they would be able to

 contribute to cover part of the cost for the upgrade.

9. REVIEW AND ADOPT TIMELINE FOR ANNUAL TOWN MEETING

 Moved by Jennifer Dube to accept the revised Timeline Schedule, seconded by

 Louise Fournier.

 Vote: Unanimously in favor.

10. CABLE FRANCHISE NEGOTIATIONS

 John updated the Board on his progress to negotiate a new Franchise Agreement with

 Spectrum Communications. John informed the Board that some communities request a

 Franchise Fee from the cable company for up to five percent of the gross. However the cost

 of the Franchise Fee is passed on to customers. Another option would be to request that

 Spectrum expand their footprint in Eagle Lake. Sly Brook Road and Devoe Brook Road are two areas that cable could be expanded to provide service to more residents. Spectrum

 Director of Government Affairs Northeast Shelly Winchenbach informed John that

 Spectrum could assist Eagle Lake to pursue a ConnectMe Grant to help fund the buildout on Sly Brook Road and Devoe Brook Road. The Board requested that John get a map of Spectrum’s existing cable footprint in Eagle Lake.

 Moved by Jennifer Dube to have John apply for the ConnectMe grant to help fund the expansion of the cable footprint on Sly Brook Road and Devoe Brook Road, seconded by Arthur Carroll

 Vote: Unanimously in favor.

11. PRESIDENTIAL PRIMARY AND SPECIAL STATE REFERENDUM ELECTION

 Moved by Louise Fournier to confirm Angela Bossie and Laurie Boutot to be the ballot clerks, and Tom Roy as Warden for the March 3, 2020 Presidential Primary and Special

 State Referendum, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

12. OTHER BUSINESS

The Eagle Lake Winter Riders is requesting that the Town apply for two grants to assist their efforts to update their groomer. The Board supported the applications. The issue would be the deadlines to get the necessary materials ready for submittal.

John discussed updating the tax maps and looking at options to have them online. John has been working with Louis Cousins on this issue.

13.EXECUTIVE SESSION: M.R.S.A. 406 § 6 (A) PERSONNEL MATTERS

 Town Manager’s Yearly Evaluation

 Moved by Louise Fournier to have the Chair revise the final Town Manager’s Evaluation and give to John before the next meeting, seconded by Jennifer Dube.

 Vote: Unanimously in favor.

 In: 6:52 p.m.

 Out: 7:44 p.m.

 Moved by Louise Fournier to Adjourn the Meeting 7:45 p.m., seconded by Jennifer Dube.

 Vote: Unanimously in favor.