

BUSTINS ISLAND VILLAGE CORPORATION
Minutes of the Board of Overseers Meeting
June 25, 2011 – 10:00 AM
Approved July 10, 2011

The Board of Overseers met at 10:00 AM at the Brewer Cottage on Bustins Island, ME on Saturday, June 25, 2011. Those present were: Faith **Baker**, Chairman; Robert **Boone**, Scott **Bonney**, Bill **Cooper**, Tony **DeBruyn**, Treasurer; Pat **LaFleur**, Administrative Assistant; Sue **Spalding**, Clerk; and Linda **Sweatt**, Secretary. Also present for the meeting: Superintendent Crawford Taisey and Candy Taisey.

MINUTES

(1) **ACTION: A motion was made** (Baker), seconded (Boone), and unanimously passed to accept as amended the minutes of the meeting held May 29, 2011.

CORRESPONDENCE

Correspondence Received

6/03/11, Warren Barrows re Will in Probate

6/03/11, S. Spalding re Updated Motor Vehicle Policy

6/04/11, B. Cooper re Voting Policy Approved

6/05/11, S. Spalding re Smaller Posters in Bulletin Board

6/06/11, Lesley Taisey re “City Watch” and Communication Issues with Brunswick

6/06/11, R. Boone re Tractor Policy

6/09/11, R. Boone re Reschedule Peter Coughlin Visit re Roads

6/10/11, J. Carrier re Signs

6/13/11, Lesley Taisey re Communication Issues

6/15/11, William Dale re Voting Rights Issues Discussion on June 26th

6/20/11, M. Hohn re Reappointment of Ron Tozier as CEO/LPI

6/20/11, M. Hohn re Hearing Notices for July 17

6/23/11, B. Cooper and S. Spalding re Voting Document

6/23/11, B. Cooper re Motor Vehicle Policy

6/24/11, Janice Boyko re Request for One Day Liquor License for BIHS Open House

6/25/11, Ken Barrows re Safety Training Changed to 12 PM Sunday

Email Correspondence Received – stored by F. Baker

CLERK’S REPORT – Sue Spalding

Sue requested purchasing stamps from the Bustins Island Post Office.

Sue presented three draft documents: Board of Overseers Voting Policy, Board of Overseers Determination of Voter Eligibility Policy, and BIVC Annual Meeting Voting Procedure 2011. The Board discussed revisions for each document.

- (2) ACTION: A motion was made** (Cooper), seconded (Baker), and unanimously voted to adopt the Board of Overseers Voting Policy (6/25/11) attached as presented with the word *numbered* deleted from item #2 and the addition of item #9 *The Board of Overseers has the final decision on any matter relating to voter eligibility.*

The Board made revisions to the Board of Overseers Determination of Voter Eligibility Policy (Draft 6/22/11) and also added a paragraph below with an asterisk to refer to # 5 LLC.

- (3) ACTION: A motion was made** (Baker), seconded (Bonney), and unanimously voted to adopt the Board of Overseers Determination of Voter Eligibility Policy as amended on June 25, 2011 as attached.

A few revisions in wording, title, and date were made in the draft for the BIVC Annual Meeting Voting Procedure 2011.

- (4) ACTION: A motion was made** (Baker), seconded (Bonney), and unanimously voted to accept the BIVC Annual Meeting Voting Procedure 2011 as amended on June 25, 2011.

- (5) ACTION: A motion was made** (Baker), seconded (Bonney), and unanimously voted to direct the Clerk to post all three documents: BIVC Annual Meeting Voting Procedure, Board of Overseers Voting Policy, and Board of Overseers Determination of Voter Eligibility Policy.

Sue brought to the attention of the Board the small, unnumbered lot whereby the owner has a deed and has been voting since the Board granted the vote in 2006. She will request a copy of the deed to be filed.

ADMINISTRATIVE ASSISTANT’S REPORT - Pat LaFleur

Pat posted the meeting dates and Tony put the dates on the website. She reminded the Board that the Warrant must be ready for the next meeting or two if needed in July. The Board discussed the Freeport/Bustins Dinner and Pat will check dates with Freeport. Pat suggested the Board make a list of major expenses for planning for the needs of the ferry, the public float, vehicles, solar system, buildings, roads, etc. She will speak to Tony, who will work with the Finance Committee.

Pat posted Trash Policy.

TREASURER'S REPORT – Tony DeBruyn

Tony distributed copies of the Check Register Report for 5/28/2011 through 6/24/2011, Statement of Revenues, Expenditures and Transfers for FY 2010 – 2011 through June 24, 2011, Balance Sheet, and 2010 – 2011 Funds Activity. Tony discussed receipts from the boat fares and expenses in the Register Report 5/28/11 through 6/24/11.

- (6) ACTION: A motion was made** (Baker), seconded (Bonney), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Treasurer's Register Report dated 6/24/2011 for the period 5/28/2011 through 6/24/2011.

Tony explained the Statement of Revenues, Expenditures and Transfers for the FY 2010 – 2011, the Balance Sheet, and the 2010 – 2011 Funds Activity. He described some of his future projections. Tony will have a description for each fund for the Annual Meeting.

- (7) ACTION: A motion was made** (Baker), seconded (Cooper), and unanimously voted to accept the Treasurer's Report for 6/ 24/11 as presented.

SUPERINTENDENT'S REPORT – Crawford Taisey

Trash – Crawford discussed the need for a large trash pick-up but using a dumpster, which would not be open to the public. He would like to schedule a large metal collection using the trailer for a week in August. An unloaded gravel truck could possibly be loaded with large trash items.

Honey Wagon – Crawford stated that the honey wagon was off island and should be returned by July 1st.

Vehicles – Crawford stated the mechanic from Chebeague would look at the Dodge and the Cliff Island truck. He made a budget request to have the 2005 Colorado and the 1994 F150 taken off island for a total check-up and overhauling for each.

Brewer Well – Crawford had checked this well, which needs to be pumped out. He may need a submersible pump.

Brewer Barn – Crawford stated that it would be worth maintaining this structure and he will check into metal roofing cost. The building must be stabilized for safety and storage use.

Roads – Crawford will put some crushed stone down on the roads. There is a definite need for process base gravel, if possible four loads and two barging trips. At 15 yards per truck, the cost would be about \$5000 per trip.

Old Gasoline – Crawford informed the Board that Freeport will take the old gas for \$8 per gallon and there is about 35 gallons in the Fire Barn, which must be disposed of properly.

Crawford did fix the post at Pidge’s Cove. He put on new swing seats. He repaired the rub rail post ripped off by the ferry.

Community House Batteries – Crawford cleaned the battery terminals and replaced the regular bolts with stainless ones. He suggested the Board consider starting a fund for replacing these batteries as needed. He will need to check on the life expectancy of these batteries.

Lights for the Clerk’s Office – Crawford will check on the solar panel used for the library lights. F. Baker has spoken to an electrician, who will check the work.

Carts – Crawford stated that he would clean out under the Historical Society building, where the trash barrels are stored and under the store so the carts can be stored there. He recommended that each cart must have the owner’s name on it and after the season the carts should be on the owner’s property.

Stumps – Crawford will work on cleaning up the stump on the F. Pease property. The stump by the public ways must also be cleaned up also.

Budget requests from the superintendent: chain saw for about \$450, power washer for \$700 to \$800, and a lawn tractor for \$3000 to \$3500.

CEO REPORT – Ron Tozier

Ron was not in attendance.

OLD BUSINESS

Warrant Articles for Annual Meeting – The Board discussed the proposed Warrant Articles presented by B. Cooper. The Planning Board will complete Articles at its July 17th meeting.

- (8) ACTION: A motion was made** (cooper), seconded (Baker), and unanimously voted to adopt as a first Draft of the Warrant Articles as of 6/05/2011 as follows:
- Article 1 Election of Moderator
 - Article 2 Reports of Overseers, Clerk, Superintendent, and Treasurer
 - Article 3 Budget
 - Article 4 Proposed Amendments to Sections 4.2.4 and 4.3.4 of the Zoning Ordinance to Add Municipal Use Exemption
 - Article 5 Authorization of a Municipal Use Exemption for Vehicle Storage
 - Article 6 Accept Portions of Public Ways in Section E by Metes and Bounds
 - Article 7 Election of Officers
 - Article 8 Other Committee Reports
- and any other matters.

Voting Policies Update – Completed. See above under Clerk’s Report.

Update on Exemption from Sprinkler Systems for Historical Buildings - R. Boone stated that R. Tozier will check on this.

Library Wall Update – C. Taisey reported that the ocean side wall has been rebuilt and the new window and door are in. The upstairs windows have been ordered.

Storage of Documents – T. DeBruyn has been looking into storage as backing up data and a repository for original documents. The Board discussed the need for password protection and with the change in Board there must be a change of password. T. DeBruyn will continue to handle the BIVC website.

Chipping/Brush and Log Removal – Placed on hold.

Large Trash Removal – See above Superintendent's Report.

NEW BUSINESS

Appointment of CEO/LPI from Planning Board Recommendation – The Planning Board recommended Ron Tozier be reappointed as CEO/LPI and Barbara Skelton as alternate CEO/LPI.

(9) ACTION: A motion was made (Cooper), seconded (Bonney), and unanimously voted to appoint Ron Tozier, according to the recommendation of the Planning Board, as CEO/LPI from July 1, 2011 to June 30, 2012.

(10) ACTION: A motion was made (Cooper), seconded (Baker), and unanimously voted to appoint Barbara Skelton as Alternate CEO/LPI from July 1, 2011 through June 30, 2012.

BIHS One Day Liquor License Request – The BIHS requested a one day liquor license to serve wine and beer at the Annual Museum Opening.

(11) ACTION: A motion was made (Baker), seconded (Bonney), and unanimously voted to grant a liquor license for Saturday, July 2nd to serve wine and beer for the Annual Opening of the Ship's Inn Museum.

Budget Planning for 2012 – T. DeBruyn distributed copies of a Proposed Budget for 2011-2012. Board members discussed various line items. Tony suggested the Board look at capital expenditures, such as a chain saw, power washer, lawn tractor, navigational equipment for the Lilly B, water study, Community House and Store underpinnings, and replacing batteries for the Community House solar system.

COMMITTEE REPORTS

Boat Committee – No report but the names of Bob Dugan and Jason Sweatt were submitted for the Committee vacancies.

Brewer Cottage – No report.

By-Laws Review Committee – No report.

Finance Committee – No report but Jason Sweatt’s name was submitted for the vacancy on the committee.

Harbormaster – No report.

Landscape Committee – No report.

Parking Advisory – No report.

Planning Board – No report.

Public Safety Committee – No report.

Water Commissioner – No report.

Zoning Board of Appeals – No report.

PUBLIC COMMENT

None at this meeting.

ADJOURNMENT (3:10 PM) and FUTURE MEETING SCHEDULE

Sunday, July 10, 2011 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Sunday, July 17, 2011 – 1:00 PM if needed at the Brewer Cottage on Bustins Island, ME

Saturday, August 6, 2011 – 9:00 AM Annual BIVC Meeting at the Community House on Bustins Island, ME

Sunday, August 7, 2011 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Freeport/Bustins Annual Dinner -- TBD

Sunday, September 4, 2011 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Respectfully submitted,

Linda E. Sweatt
Board Secretary