

BUSTINS ISLAND VILLAGE CORPORATION
Meeting of the Board of Overseers
November 4, 2017 – 10:02 AM

The Board of Overseers met at 10:02 AM at the Freeport Safety Building, Freeport, ME on Saturday, November 4, 2017. Overseers present were: Robert **Boone**, Chairman, Tanya **Sweatt**, Vice Chairman; Judy **Hayes**, and Hank **Rauch**. Other officers/appointees/ contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer; Linda **Sweatt**, Secretary; Roger **Leland**, Finance Committee; Crawford and Candy **Taisey** from Straight Edge Construction, Superintendent.

MINUTES

- (1) **ACTION: A motion was made** (Rauch), seconded (Sweatt), and unanimously voted to accept the minutes as amended for the meeting held September 30, 2017.

PUBLIC COMMENTS

No public comment at this time.

CLERK'S REPORT – Sue Spalding

Sue stated that the 2016-2017 Annual Meeting Minutes are posted on the BIVC site.

TREASURER'S REPORT – Tony DeBruyn

Tony presented the Check Register Report for 9/28/2017 through 11/3/2017 noting a few expenses, especially the large trash disposal and barging fees.

- (2) **ACTION: A motion was made** (Rauch), seconded (Sweatt), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 11/3/2017 for the period 9/28/2017 through 11/3/2017.

Tony noted little change in the Balance Sheet and Funds Activity. He noted that the Ferry revenue will be \$1000 or more.

Tony received the quote for \$4500 for the 2017 audit.

- (3) **ACTION: A motion was made** (Boone), seconded (Sweatt), and unanimously voted to approve RHR Smith & Company to complete the 2017 Audit for \$4500.00.

APPOINTED OFFICIALS' and COMMITTEE REPORTS:

ADMINISTRATIVE ASSISTANT - Pat LaFleur

No report at this time.

SUPERINTENDENT – Crawford Taisey

Wind Storm Report – Crawford reported that there was little damage to buildings from the October 30 wind storm. Many trees were down but there was no significant damage to structures.

Public Float – The Public Float is on the mooring and will be soon picked up.

Vehicles – Crawford reported that the Ford 150 pick-up truck and tractor are being used. The Colorado will be back on Bustins after the work has been completed.

CEO/LPI – Barbara Skelton

No report at this time.

BOAT ADVISORY COMMITTEE – Tanya Sweatt reported that the BAC is working on the Employees' Handbook, which should be completed the beginning of the year. The Committee is exploring engine options. Bill Ralph has resigned from the BAC.

. There was discussion concerning the ability of island employees to receive unemployment compensation. Rob and Tanya informed the board that KMA Associates advised certain island employees may qualify to receive unemployment compensation. The board agreed with KMA's position.

BREWER PROPERTY ADVISORS – No report at this time.

FINANCE COMMITTEE – Roger Leland reported the Committee wants to develop a philosophy to make communication easier for the treasurer and auditor.

HARBORMASTER – No report at this time.

LANDSCAPE COMMITTEE – No report at this time.

PLANNING BOARD – Roger Leland reported that legal deeds will be completed for the recent road agreements. The snake for Maiden Lane should be accepted at the 2018 Annual Meeting. Then nearly all travelled ways will have been accepted. The remaining issues are not resolvable at this time.

PUBLIC SAFETY COMMITTEE – No report at this time.

WATER COMMISSIONER – No report at this time.

WEBMASTER – Tony stated he has things to post on the site.

ZONING BOARD OF APPEALS

CORRESPONDENCE:

10/1/17 Email to Pat Reardon re: Invitation to Nov. 4 meeting to discuss off-season road usage.

10/16/17 Email from Carol DiBello from ME Dept. Agr., re: Grants for water access projects have to be applied through Freeport.

10/16/17 Email from Peter Joseph re: Will put grant endorsement request on agenda for Town Council consideration.

10/18/17 US Mail from ME Dept. of Labor re: personnel matter.

10/20/17 Emails from S. Spalding and P. LaFleur re: Pat will add employee file maintenance to Administrative Assistant duties.

10/20/17 Email from Anita Krieg of KMA Associates re: personnel matter.

10/27/17 Email from S. Spalding re: Pat Reardon's MV/LE permit request - will add to Nov. 4 agenda.

10/30/17 Email from Bennett Wade re: Request to broadcast wood lot for sale.

10/30/17 Emails from S, Spalding and John Wood re: John will supply 46"x38"x18" set of drawers with documents.

10/31/17 USPS Letter written to ME Dept. of Labor re: personnel matter.

Email correspondence is stored on Google Drive.

OLD BUSINESS

Review Action Items and Capital Projects – The Board reviewed items on the action items list and Capital Projects.

Landing Zone Projects – Board discussed applying for grants from the Maine Coastal Program, the Department of Transportation and Dept. of Agriculture. The Board must apply through Freeport for grant money.

Off-season Road Usage – No change at this time.

Email Addresses – Tony DeBruyn stated he is working on this.

NEW BUSINESS

Appointments of Officials to One-year Term – After presentation of officials for one-year appointments to be made, the following action was taken.

- (4) **ACTION: A motion was made** (Sweatt), seconded (Boone), and unanimously voted to appoint the slate of appointees as follows:

Dr. John Abramson reappointed as **First Aid Coordinator** for a one-year term to expire October 31, 2018;

Dr. David Dickison reappointed as **First Aid Coordinator** for a one-year term to expire October 31, 2018;

Jim and Kim Ryan reappointed as **Brewer Property Advisors** for a one-year term to expire October 31, 2018;

Crawford Taisey reappointed as **Water Commissioner** for a one-year term to expire October 31, 2018;

Rob Taisey reappointed as **Harbormaster** for a one-year term to expire October 31, 2018;

Andy Spalding reappointed as **Assistant Harbormaster** for a one-year term to expire October 31, 2018.

Other Appointments to be made – The following appointments were made.

- (5) **ACTION: A motion was made** (Boone), seconded (Rauch), and unanimously voted to reappoint Anthony DeBruyn and Jeanne Santella as Members of the **Zoning Board of Appeals** for a three-year term to expire October 31, 2020.
- (6) **ACTION: A motion was made** (Sweatt), seconded (Boone), and unanimously voted to reappoint Mick McElwee as a Member of the **Public Safety Committee** for a three-year term to expire October 31, 2020.

Motor Vehicle/Large Equipment Requests – The following actions were taken for requests for permission for motor vehicles/large equipment on Bustins.

- (7) **ACTION: A motion was made** (Boone), seconded (Sweatt), and unanimously voted to grant Pat Reardon of Island Crew permission to have a compact tractor with front loader and backhoe on Bustins through October 31, 2018.
- (8) **ACTION: A motion was made** (Boone), seconded (Sweatt), and unanimously voted to grant Ben MacDonald of Broad Sound Construction LLC permission to have an F250 pick-up truck on Bustins through May 1, 2018.

(9) ACTION: A motion was made (Boone), seconded (Rauch), and unanimously voted to grant Mac Lloyd of Creative Cottages permission to have an excavator, fork lift and support truck on Bustins through December 11, 2017.

(10)ACTION: A motion was made (Boone), seconded (Sweatt), and unanimously voted to grant Rob Taisey of Assured Solar Energy permission to have a Yanmar 32 Mini-excavator and a Vermar 1400 Chipper on Bustins through June 30, 2018.

Managing Captain's Contract – Tanya Sweat presented the revised Managing Captain's Employment Agreement from the BAC. This contract will cover a 23-week season. Tony discussed the ferry revenue and costs versus all operating costs. Rob Boone recommended that the Board attorney review this contract.

(11)ACTION: A motion was made (Rauch), seconded (Hayes), and unanimously voted to authorize the Chairman to approve the Managing Captain's Employment Agreement as recommended by the BAC.

Island Mooring – Crawford mentioned that Jason Roberts will have renters around the 4th of July with a 30 foot boat, which will need a mooring. He was wondering about using an island mooring if one were available. All agreed the island mooring should be reserved for the island ferry. Rob suggested Jason contact Amanda Meyer.

AJOURNMENT (11:52 AM)

FUTURE MEETING SCHEDULE

Saturday, January 20, 2018 – 10 AM at the Freeport Public Safety Building, Freeport, ME
(Snow date January 27)

Saturday, February 17, 2018 – 10 AM at the Freeport Public Safety Building, Freeport, ME
(Snow date February 24)

Saturday, March 10, 2018 – 10 AM at the Freeport Public Safety Building, Freeport, ME

Saturday, April 7, 2018 – 10 AM at the Freeport Public Safety Building, Freeport, ME

Meetings may be cancelled or rescheduled – check for any changes online at http://www.bivc.net/docs/Meeting_Schedule.pdf

Respectfully submitted,

Linda E. Sweatt
Board Secretary