



# *Bustins Island Village Corporation*

*Established 1913*

## **MINUTES**

### **Meeting of the Board of Overseers**

**July 8, 2023 @ 9:00AM**

**In-Person – School House**

*(Due to Internet Connectivity Issues, Meeting was Fully In-Person)*

*Present (in-person): Tony Debruyn, Alison Bushman, Emma Bushman, Sue Spalding, Mandy Meyer, Candy and Crawford Taisey, Phil Taisey, Matthew and Jayne Rowe, Ken Barrows, Craig Allard, Julie Zook, Charlotte Kahn, Warren Barrows*

### **1. Acceptance of Minutes of June 10, 2023 meeting**

- a. One minor edit per Sue that has been corrected
- b. *Motion to approve the minutes from the June 10th, 2023 meeting*
  - i. *Mandy Meyer – Yes*
  - ii. *Hank Rauch – Not present*
  - iii. *Ali Bushman – Yes*
  - iv. *Craig Allard – Yes*
  - v. *Judy Hayes – Not present*
- c. *Motion passes, minutes from the June 10th, 2023 meeting are approved*

### **2. Treasurer's Report, Vote Register Report (note that official acceptance of register in meeting minutes) & Capital Projects Review**

- a. Total Assets as of July 7th, 2023: \$589,207
- b. Total Cash Outflows (6/9/23 through 7/7/23): (\$74,564.34)
- c. *Motion to approve the Register Report in net total of (\$74,564.34) from 6/9/23 through 7/7/23*
  1. *Mandy Meyer – Yes*
  2. *Hank Rauch – Not present*
  3. *Ali Bushman – Yes*
  4. *Craig Allard – Yes*
  5. *Judy Hayes – Not present*
- d. *Register Report in net total of (\$74,564.34) has been approved from 6/9/23 through 7/7/23*
- e. Statement of Revenues, Expenditures, and Transfers as of July 7th, 2023

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- i. Actuals to Date, Total Revenues & Transfers: \$394,196
- ii. Actuals to Date, Total Expenditures & Transfers: \$356062
- f. Tony has a preliminary budget for next year that he will send to the board via email
- g. Discussion regarding golf course mowing job/pay rate for Charlie MacDonald

## **3. Old Business**

### a. Succession Planning - Ali

- i. Action items for this summer:
  - 1. Finalizing the job descriptions for Phil and Ken
  - 2. Finding a new clerk
  - 3. Finding a new treasurer (Tony is looking to retire by January)
    - a. Also looking to hand off book keeper and webmaster duties

### b. Post Office Capital Project – Craig/Crawford/Mandy

- i. Still re-siding and painting
- ii. Painting will be billed separately, still waiting on quote
- iii. Discussion regarding drainage system

### c. Pidges Cove Stairs – Crawford & Phil

- i. Phil has been working with Custom Floats to source the materials
- ii. Hoping to have a more solid estimate on costs soon
  - 1. Most likely will be between \$2,000 to \$5,000 just for materials
- iii. Will be done this season, not sure of the exact timeline yet
  - 1. Looking at August/September
- iv. Erosion control will be a separate project/discussion

### d. E-vehicles legal update – Mandy

- i. Mandy spoke with a lawyer regarding the legal side of issue
  - 1. Will not be requesting doctor's notes, just a handicap parking tag
- ii. Looking to table the issue going forward and approve the two pending requests
- iii. *Motion to approve Charlie Johnson and Jeff Whiting's e-bike renewal for one year*
  - 1. *Mandy Meyer – Yes*
  - 2. *Hank Rauch – Not present*
  - 3. *Ali Bushman – Yes*
  - 4. *Craig Allard – Yes*
  - 5. *Judy Hayes – Not present*
- iv. *Motion passes, Charlie Johnson and Jeff Whiting's e-bike renewal is approved for one year*

### e. CH Wifi – Mandy

- i. Discussed during Public Comment

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- f. Brief recap of fourth
    - i. Success!
  - g. Ben MacDonald Easement Bibberstein septic
    - i. Needed corrections to application have now been made
    - ii. Discussion regarding Easement details
    - iii. Tony Debruyn: Precedent for Bibberstein Easement approval set by past approval of Jason Roberts' Easement request for a Greywater system
    - iv. *Motion to approve Bibberstein Easement application*
      - 1. *Mandy Meyer – Yes*
      - 2. *Hank Rauch – Not present*
      - 3. *Ali Bushman – Yes*
      - 4. *Craig Allard – Yes*
      - 5. *Judy Hayes – Not present*
    - v. *Motion to approve Bibberstein Easement application is approved*
- 4. New Business**
- a. Warrant Annual Meeting
    - i. Need three overseers to sign appointment forms
    - ii. Ken will be posting this year
    - iii. Discussion regarding moderator for annual meeting
    - iv. Discuss regarding individual articles
    - v. *Motion to strike Article 4 from the warrant*
      - 1. *Mandy Meyer – Yes*
      - 2. *Hank Rauch – Not present*
      - 3. *Ali Bushman – Yes*
      - 4. *Craig Allard – Yes*
      - 5. *Judy Hayes – Not present*
    - vi. *Motion to strike Article 4 from the warrant is approved*
    - vii. *Motion to strike Article 5 from the warrant*
      - 1. *Mandy Meyer – Yes*
      - 2. *Hank Rauch – Not present*
      - 3. *Ali Bushman – Yes*
      - 4. *Craig Allard – Yes*
      - 5. *Judy Hayes – Not present*
    - viii. *Motion to strike Article 5 from the warrant is approved*
    - ix. Proposed bylaw amendment regarding public hearings for use of shore reserve
    - x. Fixed typo in Article 10

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- xi. Will continue discussions at meeting on July 22nd
- b. Any other new business
  - i. Need to compensate Jayne for work rebagging trash under the Post Office after animals got into it
    - 1. Need to come up with a better plan for future incidents
    - 2. Trash committee will discuss
  - ii. Additional discussion regarding people going down on public float too early
    - 1. Add reminder to Bustins Broadcast

## **5. Clerk's Report**

- a. Sue is looking to create an Overseer Resource Book
- b. Ali will upload to Google Drive in order to have a digital copy

## **6. Island Administrator Report**

- a. Monthly Admin Task List – Ken/Judy
- b. Firewise/Safety Day – 7/15
  - i. Will mainly focus on CPR
  - ii. Looking to potentially incorporate trainings next year to teach children where the fire alarms/important medical supplies are in emergencies
- c. Gasoline Transport
  - i. Currently having Matthew transport in the interim, temporary solution
    - 1. Matthew will start purchasing at Strout's through our account
  - ii. Also need diesel for the tractor
  - iii. Discussion regarding long-term plan for gasoline transport to island
  - iv. Phil and Crawford will explore a more permanent solution
- d. Other

## **7. Superintendent's Report**

- a. Workload Shift – Crawford & Phil
  - i. Crawford will be having surgery on August 4th
- b. Reviewing Road Conditions after Rainy June
  - i. Fence near Pidges need to be replaced
  - ii. Roads are holding up fairly well overall considering the recent volume of rain

## **8. Appointed Official's & Committee Reports**

- a. Boat Advisory Committee
- b. By-laws Review Committee
- c. Code Enforcement Officer
- d. Harbormaster – Buoy Markers, Mooring Field Protocol
- e. Landscape Committee
- f. Planning Board

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- i. Discussion on island composting promotion (per Julie and Charlotte)
  - 1. Looking to hold information/education sessions this summer
- ii. David Gosnell
  - 1. Discussion regarding notificaitons of construction
- iii. Posting in local paper
- iv. New Dock conversation
- g. Public Safety Committee
- h. Water Commissioner
- i. Webmaster
- j. Zoning Board of Appeals

## **9. Correspondence of Note**

- a. See below

## **10. Running Action Items Review**

## **11. Public Comment**

- a. Judy Hayes: Concerned that the Yacht Club is bringing kids over to jump off the Steamer Dock at less than half tide
- b. Charlotte Kahn: Certain amount of golf course is required to be left unmowed, Charlie is aware, specific details are documented
- c. Matthew Rowe: Would like to further discuss the details of his job description due to confusion over whose responsibility it is to take luggage on and off the truck
- d. Warren Barrows: Huge unmet need for internet access on the island for those working remotely who are unable to come up to the island as often
  - i. Discussion regarding School House connection details
  - ii. Currently Kevin is managing School House connection, looking to rework that agreement/have the board take over
  - iii. Will start further discussion after annual meeting

## **12. Next Meeting Saturday, July 22<sup>th</sup> @ 9:00AM**

- a. Annual Meeting Prep
- b. ON ISLAND - Need recording secretary\*

## **13. Executive Session if necessary**

- a. Motion to go into Executive Session to discuss personnel pursuant to 1 M.R.S.A. § 405(6)(D)
  - i. Mandy Meyer – Yes
  - ii. Hank Rauch – Not present
  - iii. Ali Bushman – Yes
  - iv. Craig Allard – Yes
  - v. Judy Hayes – Not present

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- b. Vote to enter into executive session was approved via roll call vote at 12:23pm and recording was stopped.
- c. Executive session ended and recording resumed at 1:07pm.

## **14. Adjourn**

### **Correspondence of Note**

- 6/10/23 - email from Ben MacDonald on Insurance, Invoice and Contract for PO Project
- 6/10/23 – email from Ken Barrows Thomas Shore Stairs
- 6/12/23 – email from Jeff Whiting e-bike renewal
- 6/17/23 – email Ken Barrows Road to cottage truck deliveries
- 6/29/23 – email from Ken to Kent Nelson Chipping
- 7/5/23 – email Mark Bower e-vehicles

### **Running Action Items**

- 1. Bailey Coffin Aquaculture – Hank In Progress
- 3. Solar & WiFi at PO, Fire barn – Mandy
- 4. Vinal Energy 1K Gallon Dispensary Tank - Crawford
- 7. Freeport Dinner Planning 8/15/23 – Mandy
- 8. Set up Meeting/Visit with Squirrel Island / Debbie Kerr – Mandy  
[debbykerr1@gmail.com](mailto:debbykerr1@gmail.com) (617) 835-7969

### **2023 Proposed Annual Meeting Items**

- | Sponsor                                   |                            |
|---|----------------------------|
| 1. Shore Reserve Ordinance                | Planning Board & Overseers |
| 2. By-law Amendments                      | Overseers                  |
| 3. Posting in Local Newspaper Requirement | Planning Board & Overseers |

### **2023 Summer Schedule for Board of Overseers:**

- Saturday July 22 @9:00AM Bustins Island Community House - Annual Meeting Prep
- Saturday August 5 @9:00AM Bustins Island, Community House – Annual Meeting
- Sunday August 6<sup>th</sup> @ 9:00AM Bustins Island Community House – Post Annual Meeting Recap
- Saturday September 9 @9:00AM Bustins Island Community House