



Bustins Island Village Corporation

Established 1913

MINUTES

Meeting of the Board of Overseers

November 18, 2023 @ 10:00AM

Via Zoom

**Minutes to be posted on website in lieu of Zoom recording*

In Attendance:

Overseers: Mandy Meyer, Ali Bushman, Chris Zook, Craig Allard, and Bob Canu

Emma Bushman (Secretary), Jason Sweatt (Treasurer), Phil Taisey (Asst. Superintendent), Ken Barrows (Island Administrator), Crawford Taisey (Superintendent), Candy Taisey, Matthew Rowe, Jayne Rowe, Jane Packer, and Phil Ledin

1. Acceptance of Minutes of October 14, 2023 meeting

- a. *Motion to accept the October 14, 2023 meeting minutes*
 - i. *Mandy Meyer - Yes*
 - ii. *Ali Bushman - Yes*
 - iii. *Craig Allard - Yes*
 - iv. *Bob Canu - Yes*
 - v. *Chris Zook - Yes*
- b. *October 14, 2023 meeting minutes are approved*

2. Treasurer's Report Review, Vote Register Report

- a. *Final payment has been processed for Pidges Cove*
- b. *Motion to approve the Register Report as of 11/17/23 in the amount of \$41,343.93*
 - i. *Mandy Meyer - Yes*
 - ii. *Ali Bushman - Yes*
 - iii. *Craig Allard - Yes*
 - iv. *Bob Canu - Yes*
 - v. *Chris Zook - Yes*
- c. *Register Report as of 11/17/23 in the amount of \$41,343.93 is approved*
- d. *Thanks on fast OK for Ben to remove trees around PO Rec by Crawford*

3. Old Business

- a. *Lilly B Engine – Bob*
 - i. *No updates as of now*

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- ii. Deposit has been made
- iii. Estimated delivery time ~6 weeks (around December 1)
- b. Succession Planning – Ali
 - i. Please REVIEW Superintendents Job Description BEFORE meeting [Updated Job Description for the Superintendent](#)
 - ii. Will enter executive session at the end of the meeting to discuss Superintendent compensation for 2024
- c. The Cave - Vote to move forward with Scanning Service of ALL docs – Ken/Ali
 - i. Estimated cost: ~\$3,500
 - 1. Will save significant storage costs in the future
 - ii. Will of course preserve important historical documents
 - iii. *Motion to sign contract with Scanning Services to move forward with scanning documents in The Cave*
 - 1. *Mandy Meyer - Yes*
 - 2. *Ali Bushman - Yes*
 - 3. *Craig Allard - Yes*
 - 4. *Bob Canu - Yes*
 - 5. *Chris Zook - Yes*
 - iv. *Motion to sign contract with Scanning Services is approved*
- d. Website – Jason/Spencer Rauch (Moving to Possible Dec. Meeting)
 - i. Still a work in progress, hoping to launch officially before the start of next season

4. New Business

- a. BIVC Building Usage, Maintenance - Mandy
 - i. Discussion regarding BIVC Building Usage
 - ii. Looking to encourage social gatherings at BIVC properties
- b. Ben MacDonald Golf Course Drive Over - Spring 2024
 - i. New septic system needed at Bohem cottage near golf course
 - ii. Will need to drive equipment over the golf course in order to install
 - iii. Ben will repair all damage after work is completed
 - iv. Mandy will discuss timeline further with Ben
 - v. Will make announcement to island as soon as plans are finalized
- c. Vote to Accept 2024 [Meeting Schedule](#)
 - i. Discussion regarding potential changes to 2024 meeting schedule
 - ii. Mandy will send out an updated meeting schedule for January-February
 - iii. Will look at an alternative date for December Meeting to accommodate scheduling conflicts
- d. JW (John Wood Surveyor) Buyout - Ali
 - i. Prior contract signed to buy all paper copies of island surveys when John retires
 - ii. With technology changes, digital copies seem more efficient and less expensive

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- iii. John Wood is willing to put together a digital file for us instead
 - 1. Potentially next winter
- iv. Will discuss further with John to work out the details
- e. Any other new business
 - i. N/A

5. Island Administrator Report

- a. Monthly Admin Task List
 - i. Need to approve committee list sent out
- b. WiFi Update
 - i. Plan is to buy unit from Starlink
 - ii. Will have 30 days to test and return if need be
- c. Insurance Review (with committee help?)
 - i. Will discuss further at December meeting
 - ii. Discussion regarding tractor liability
- d. Other
 - i. Hazardous Waste Disposal:
 - 1. Need to hire CleanHabors for any hazardous waste disposal
 - 2. Ken will get price from CleanHabors
 - ii. Discussion regarding welcome for new Freeport elected officials
 - iii. Great work Ken on grant proposal!

6. Appointed Officials, Employee & Committee Reports

- a. Superintendent's Report
 - i. Took Honey Wagon to Rockland in October, now back on island
 - ii. Will be taking the public float out this week
- b. Boat Advisory Committee
 - i. Held end of year meeting
- c. By-laws Review Committee
- d. Code Enforcement Officer
- e. Harbormaster
- f. Landscape Committee
- g. Planning Board
- h. Public Safety Committee
- i. Water Commissioner
- j. Webmaster
- k. Zoning Board of Appeals

7. Correspondence of Note

8. Running Action Items Review

9. Public Comment

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- a. N/A

10. Next Meeting in December (Date & Time TBD) Via Zoom (meeting held if necessary)

- a. Mandy will send out alternative time

11. Executive Session

- a. *Motion to go into Executive Session to discuss Superintendent Employment Contract and Salary pursuant to 1 M.R.S.A. § 405(6)(D)*
 - i. *Mandy Meyer - Yes*
 - ii. *Ali Bushman - Yes*
 - iii. *Craig Allard - Yes*
 - iv. *Bob Canu - Absent*
 - v. *Chris Zook - Yes*
- b. *Vote to enter into executive session was approved via roll call vote at 11:12am and recording was stopped.*
- c. Executive session ended and recording resumed at 12:06pm

12. Adjourn

(7.) Correspondence of Note

10/18/23 & 11/11/23 – email from Spencer Rauch on Website work

10/16/23 – email from Robin Doak on Annual Freeport Report

(8.) Running Action Items

- Brush Pick Up Service Reenacted, Large Trash Pickup 2024, Chemical Disposal
- Gasoline Storage/Transport
- Post Office Underpinnings/Drainage – Craig/Mandy
- Grant Updates - Ken
- Possible New Island Vehicles
 - Superintendent Truck / Gator – Phil
 - Lawn Mower – Crawford
 - Fire Truck - Ken
- Solar Upgrades at PO, Fire barn – Mandy
- Set up Meeting/Visit with Squirrel Island / Debbie Kerr – Mandy
debbykerr1@gmail.com (617) 835-7969

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2023 Schedule for Board of Overseers:

Saturday December 9th (meeting held if necessary)	10:00AM	Via Zoom
Saturday, January 6, 2024	10:00AM	Via Zoom
Saturday, February 10, 2024	10:00AM	Via Zoom
Saturday, March 9, 2024	10:00AM	Via Zoom