

# 10 Organizations

Following is a summary of the organizations that make up the governing and recreational entities of the island. Contacts are listed in the insert in the back pocket of this guide; for the most up-to-date contact information, see the BIVC website ([www.bivc.net](http://www.bivc.net)).

## **Bustins Island Village Corporation (BIVC)**

The BIVC is the governmental organization incorporated by the state of Maine in 1913 to run Bustins Island, similar to other incorporated towns. More specifically, Bustins Island is a self-governed entity that is part of the Town of Freeport and is funded by a portion of property taxes paid by Bustins property owners to Freeport.

### *Elected Officials*

The BIVC is managed by the following officials who are elected by the voters at the BIVC Annual Meeting, held on the first Saturday in August at the Community House. Elected officials must be voters. Only the Clerk must be a Maine resident.

*Board of Overseers (5 members)* — The Board of Overseers is the governing body of the island. They implement and follow the BIVC By-Laws and the wishes of the voters as expressed at the Annual Meeting. The Overseers are responsible for the island's affairs and expenditures and prepare an annual budget for presentation to the voters. The Board usually meets monthly. These meetings are open to the public and are posted in advance at the Store in summer and in the Freeport Town Hall in winter, and on the BIVC website ([www.bivc.net](http://www.bivc.net)). From Memorial Day to Columbus Day, meetings are held on the island; off-season they are held on the mainland in the Freeport Public Safety building. Overseers are elected to staggered three-year terms.

*Treasurer* — The Treasurer maintains, manages, and disburses island funds and presents a report of activity to the Overseers and at the Annual Meeting. The Treasurer is elected yearly.

*Clerk* — The Clerk maintains the island's vital records and voting rolls, records motions and votes, and takes minutes at Annual and special meetings. The Clerk is elected yearly.

### *Appointed Officials*

The following officials are appointed by the Board of Overseers. A few of the positions are paid positions, while most positions are held by volunteers. All report to the Overseers, and most of these officials present reports at the Annual Meeting.

*Superintendent*— The Superintendent is responsible for maintaining island buildings and vehicles, the roads, and the public docks, including installing and removing the public float for seasonal use.

*Code Enforcement Officer (CEO)* — The CEO is responsible for enforcing compliance to zoning and planning By-Laws and regulations mandated by both the State of Maine and Bustins Island ordinances.

*Licensed Plumbing Inspector (LPI)* — The LPI examines private disposal systems, water supply and distribution systems, plumbing fixtures and traps, and drain, waste, and vent lines to ensure they meet local and state codes.

*Harbormaster/Assistant Harbormaster* — The Harbormaster and Assistant Harbormaster administer and enforce regulations concerning harbor use, docks, and mooring areas connected with Bustins.

*Boat Captain/Manager* — The Captain is in charge of operating the *Lilly B.*, including scheduling and managing the crew and substitute Captains. The Manager handles hiring and discharging of relief captains and deck hands, and receiving passenger comments and complaints. The Captain may hold the position of Manager.

*First Aid Coordinator* — The First Aid Coordinator is responsible for the First Aid Room, including inventorying supplies, maintaining the defibrillators (in the room and on the *Lilly B.*), and arranging training.

*Water Commissioner* — The Water Commissioner tests the BIVC-owned wells on Bustins several times per season and reports results to the Superintendent, the Overseers, and at the Annual Meeting.

*Truck Driver* — The Truck Driver provides a service of hauling luggage and goods for a nominal fee. The Truck Driver meets every scheduled run of the *Lilly B.* at the Public Dock, as well as specials, if necessary. Islanders can also make arrangements for the Truck Driver to haul supplies from private docks or from private boats at the Public Dock. Upon request, the Truck Driver will also provide transportation for people with limited mobility.

*Parking Advisor* — The Parking Advisor monitors parking issues on the mainland, conducts parking surveys, and advises the Board of Overseers and islanders on changes in mainland parking options and ordinances.

*Secretary to the Board of Overseers* — The Secretary records minutes of all Board of Overseers meetings.

*Administrative Assistant to the BIVC* — The Administrative Assistant provides assistance primarily to the Board of Overseers by tracking, organizing, scheduling, notifying, sharing, storing, researching, and retrieving information.

*Fire Chief* — The current Public Safety Plan does not include a Fire Chief. Should one be appointed in the future, the Fire Chief would work with and for the Public Safety Committee to organize and train the Bustins Volunteer Fire Department, to establish emergency communications systems, to maintain fire fighting equipment, and to promote fire safety and preparedness.

*Constable* — Recently the Board of Overseers has not been appointing a Constable. Should the Board decide to appoint a Constable, the duties of the Constable would be to maintain the peace and protect property on the island. The Constable would have all the powers of police under the laws of the State of Maine and would be responsible for maintaining communications with, and coordinating with, the police of Freeport and Cumberland County.

### ***Committees***

The following committees of volunteers are appointed by the BIVC to oversee island business.

*Planning Board (5 members; 2 alternates)* — The Planning Board enforces the Zoning Ordinance, which controls building sites, placement of structures, land uses, and cutting of vegetation in the shore land district.

*Zoning Board of Appeals (5 members; 2 alternates)* — The Zoning Board of Appeals hears and rules on appeals of Planning Board decisions.

*Boat Advisory Committee (5 members; 2 alternates)* — The Boat Advisory Committee oversees operation of the *Lilly B.*, including providing recommendations for hiring a Boat Captain and Manager; developing a budget and overseeing finances of the boat operation; creating the summer and off-season schedule (for Board of Overseer approval); and arranging for off-season maintenance and storage.

*Public Safety Committee (5 members; 2 alternates; 1 Overseer liaison)* — The Public Safety Committee oversees public safety issues on the island, including fire safety and prevention; the handling of medical emergencies; encouraging public training; and the First Aid Room. They maintain fire trucks, alarms, extinguishers; schedule training; and develop plans and strategies for handling emergencies. The Committee schedules a public safety day during the summer for the purpose of demonstrating use of the fire trucks, pumps, and defibrillators, and covering other safety-related issues.

*Finance Committee (5 members, including the Treasurer)* — The Finance Committee makes recommendations to the Overseers on long term financial strategies, funding, capital expenditures, building, and use of reserve funds.

*Landscape Committee (5 members)* — The Landscape Committee is responsible for the landscaping and beautification of BIVC-owned properties. They work with the CEO to oversee the cutting or removal of trees or shrubbery on BIVC land and preserve and enhance the landscape of the island.

## **Bustins Island Historical Society (BIHS)**

The Bustins Island Historical Society was established in 1977 to preserve and share the unique history of Bustins Island. It promotes historical education and research, and collects and conserves artifacts pertaining to the island.

The Ships Inn Museum, which occupies the old restaurant building next to the Store, has been the display area of artifacts and records dating back to the 1800s and beyond. Each summer the officers and members of the Society plan and present a special exhibit of interest to islanders and visitors. Their files contain data on island people, cottages, and events and are open to members. Islanders are encouraged to submit testimonials and other documents pertaining to their cottage and/or families to the BIHS files to enrich its historical records.

Officers are elected at the Annual Meeting held on the second weekend in August. Islanders are encouraged to join the Society, serve on the Board of Directors, and serve as docents at the museum.

The Historical Society is a non-profit organization and is funded by memberships and donations.

## **Cottagers' Association of Bustins Island (CABI)**

The Cottagers' Association of Bustins Island (CABI) was formed in 1905 to help coordinate fun family-oriented events and certain island services. With the inception of the Bustins Islands Village Corporation in 1913, the BIVC gradually assumed ownership of and responsibility for island buildings and public property that had been owned by the CABI. However, the CABI retained its function of overseeing social activities, and early on, religious services.

The CABI coordinates all island social events with the help of many volunteers and donations. Some of these family-oriented events are square dances, the Bean Supper, Polar Bear Swim, Fourth of July parade, Field Day, Bingo, Halloween, scavenger hunts, ice cream runs, and pancake breakfast. The CABI also maintains the golf course, tennis courts, and Community House with the

help of the BIVC. The Children and Youth and Adult Libraries are part of the CABI and are for all islanders to use and enjoy. The CABI Annual Meeting occurs in July. The CABI is a non-profit organization and is funded by donations. It maintains a web page at [cabustinsisland.wordpress.com/](http://cabustinsisland.wordpress.com/).