

Planning Board Bustins Island Village Corporation

To: Planning Board
From: Jeff Leland, Secretary
Copies To: CEO, Appeals Board, Board of Overseers, Clerk
Subject: Minutes of the January 26, 2013 Meeting

Date: January 30, 2013
Corrected: April 27, 2013
Approved: April 27, 2013

The meeting was held at the Freeport Fire and Rescue Building, Freeport, Maine. Present were Chair, Christine Martens, Vice Chair, Dave Gosnell, Charlotte Kahn, Warren Barrows, CEO, Ron Tozier, Bustins Island Board of Overseers member, Bill Cooper, Secretary, Jeff Leland, and new Associate member, Kevin Petrie. Absent was Dave Guernsey. The meeting was called to order at 10:01 a.m.

1. **Election of Officers**

After nominations, a motion was duly moved, seconded, and unanimously voted for Christine Martens as Chairperson.

After nominations, a motion was duly moved, seconded, and unanimously voted for Jeff Leland as Secretary.

2. **Follow-Up/Action Items:**

1. Ron felt that the term “other” was sufficient on the Building Permit Application for things like “vehicle storage” etc., although he would review it further. He did feel that a new tenting permit and application needs to be prepared. He will work on those.
2. Deeds for road slivers – Bill Cooper indicated that a number were done in 2012 and that process continues.
3. Ron will get a PDF document with Section 690 of the Electrical Code and email to Board members.
4. Charlotte will contact Maine Experts regarding climate issues. She has made contact, but this will be an ongoing process in 2013.

3. **Approval of Minutes**

The Minutes from the August 25, 2012 meeting were duly moved, seconded, and unanimously voted to accept as submitted.

4. **Correspondence**

a. Chris Martens indicated she received a letter from Mike Morris of the State of Maine DEP stating that the BIVC's Zoning Ordinance had been fully approved, as adopted on August, 4, 2012. She indicated that she will consider contacting him in the future for an informal non-binding opinion regarding potential zoning changes prior to bringing them forward at the Annual Meeting.

b. Chris Martens called John Garfield about serving on the Board. He indicated that at the present time he would step down, but asked to be kept on the mailing list.

5. **CEO/LPI Status Report**

a. There are no applications or CUPs pending.

b. Presently there are no violations.

c. New Laws – There was a discussion regarding the Electrical Code, and how inspections are held on Bustins Island in light of the island not having an Electrical Code.

6. **New Business**

a. A motion was moved, seconded, and unanimously voted to approve Ron Tozier as the CEO/LPI for the new year and send a recommendation to the Board of Overseers.

b. A motion was moved, seconded, and unanimously voted to approve Barbara Skelton as the alternate CEO and send the recommendation to the Board of Overseers.

c. A motion was moved, seconded, and unanimously voted to approve a budget of \$10,500 as presented for 2013. A copy of the 2013 – 2014 Budget is attached.

7. **Deeds**

Bill Cooper of the Board of Overseers indicated that the process is continuing each year and progress is being made.

8. **Amending Island Map & Status Notes Update and 2013 Roads**

A discussion was held regarding the Island Map and the status update as well as the expected sections of the Island road that will be presented for acceptance at the Annual Meeting in 2013.

9. **Possible Zoning Ordinance Revisions for 2013**

a. Renaming of Resource Protection – It has been suggested to rename this Resource Reserve District.

b. Capitalization corrections – There are approximately 447 that should be presented in a Warrant Article.

c. Definition of “road” needs to be added to the Zoning Ordinance.

d. Clarifications of various terms need to be addressed.

e. Remove CUP requirement for dormers in the Shoreland District – It was determined that this would be tabled for 2013.

f. Remove the requirement of a bond in CUP Hearings for earth removal. Revised language was discussed and will be brought forward for at a future meeting for approval.

10. **Comprehensive Plan Revisions Update**

Dave Gosnell and Charlotte Kahn indicated that this would go forward in 2013 as a Warrant Article. (i.e. under Zoning Ordinance Revisions)

11. **Five – Ten Year Needs**

A discussion ensued regarding the potential problem of coastal erosion, including directions, mitigations, and grant options. Warren presented a number of articles and related information to each Board member for review.

12. **2013 Meeting and Hearing Schedule**

April 27, 2013 at 10:00 a.m. in Freeport

May 26, 2013 at 8:30 a.m. at Community House

June 29, 2013 at 9:00 a.m. at Community House

July 13, 2013 at 9:00 a.m. at Community House

August 3, 2013 at 9:00 a.m. at Community House

13. **Board Organization**

Chris Martens mentioned that we should keep in mind ideas for new associate members for the Board since several current members will be leaving at the end of the coming year.

14. **Any Other Item**

There were no additional items addressed at the meeting.

The motion was moved, seconded, and unanimously voted to adjourn at 11:35 a.m.

Date

Jeff Leland, Secretary

To Do List:

1. Chris Martens will check with Sue Spaulding to be certain that she gave her the original copy of the DEP letter for the official file.
2. Chris Martens and Bill Cooper to review the legal correspondence about adopting a portion of or the entire Electrical Code.
3. Ron Tozier will check to see if there is any liability if residents making improvements or renovations to their electrical system are not required to obtain a State inspection.
4. Ron Tozier to create a list of licensed electricians on the Island that can be made available to Islanders who wish to have their systems inspected or upgraded.
5. Chris Martens to ask Barbara if she is still willing to be the alternate CEO and to ask her 2013 fee.
6. Chris Martens to send an electronic copy of the amended map to Planning Board members.
7. Chris Martens to obtain a draft of the Zoning Map more current than September 2012.
8. **No one was designated.** To investigate with Bill Cooper and John Wood the “road” in front of Baker, Hunziker, and Barrows property to determine what action need to be taken.
9. Warren Barrows is to define the term “road” in the Zoning Map.
10. Ron Tozier will look into grants for mitigations for climate and erosion issues.

11. Dave Gosnell is to ask someone about the grant writing process.

Long-Term Agenda Items:

- Further corrections to island Zoning Map
- Noise Ordinance and house boats
- Discuss solar system/fire issues
- Discuss electrical permitting
- Review Comprehensive Plan to add wording to help islanders know what people “can do” regarding cutting regulations
- Discuss adding permanent conservation easement to any lots added to Resource Protection
- Climate change