

## **Planning Board Bustins Island Village Corporation**

**To:** Planning Board  
**From:** Warren Barrows, Acting Secretary  
**Copies To:** CEO, Appeals Board, Board of Overseers,  
Clerk  
**Subject:** Minutes of the April 27, 2013 Meeting

**Date:** May 2, 2013  
**Corrected:** N/A  
**Approved:** May 26, 2013

The meeting was held at the Freeport Fire and Rescue Building, Freeport, Maine. Present were Chair, Christine Martens, Vice Chair, Dave Gosnell, Warren Barrows and Bustins Island Board of Overseers member, Bill Cooper. Absent were Dave Guernsey, Charlotte Kahn, Jeff Leland, CEO, Ron Tozier and Associate Member Kevin Petrie. The meeting was called to order at 10:00 a.m.

1. **Approval of Minutes**

Review and discussion of January 26, 2013 meeting minutes and proposed modifications. Upon a motion duly seconded, the January 26, 2013 meeting minutes were unanimously approved as modified.

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

Review and discussion of To Do List Items from January 26, 2013 meeting minutes (as modified). Items 1, 2, 5, 7 and 8 have been satisfied. Items 3, 4 and 9 were tabled pending CEO's next attendance. Item 6 was tabled and will be removed from the list. Dave Gosnell to investigate Item 10.

Review and discussion of Long-Term Agenda Items from January 26, 2013 meeting minutes (as modified). Certain items were deemed to be no longer applicable and will be removed from the list.

3. **Correspondence**

The Chair advised that she had received correspondence from Mark Woodward with various questions concerning his building application and that she had referred Mr. Woodward to the CEO for answers to his questions. Discussion concerning "split lots" in the Resource Protection District and well structures followed.

The Chair advised that she had received correspondence from John Alden Carrier III requesting that the Board remove a lot owned by him in the Resource Protection District from the district. The matter was discussed and the Board determined that the Chair would draft and send a response to Mr. Carrier advising him that the Board did not have the power to grant his request.

4. **CEO/LPI Status Report**

Tabled pending CEO's attendance at next meeting.

5. **Review of CEO Job Description**

The Board reviewed the draft CEO job description and proposed various edits. Bill Cooper will revise and submit the revised job description to the Board of Overseers for review and approval.

6. **Road Update**

Bill Cooper discussed various road acceptance petitions to be presented at this year's annual meeting.

7. **Possible Zoning Ordinance Revisions**

Warren Barrows presented draft warrant articles setting forth potential revisions to the Zoning Ordinance as part of the Board's on-going project to improve the Ordinance. The Board reviewed and narrowed and prioritized the list for presentation at this year's annual meeting. Warren Barrows will revise the draft articles accordingly and present final drafts for review at the next meeting.

8. **Comprehensive Plan Revisions Update**

Dave Gosnell presented a status report on the proposed update and revision of the Comprehensive Plan. It is the Board's intention to present the update at this year's annual meeting. Discussion followed concerning the need and/or advisability of delivering the update, if approved at the annual meeting, to the State of Maine for approval.

9. **Coastal Erosion Workshop and Pidge's Cove**

Warren Barrows presented various materials and proposals received from local civil engineers in response to an informal inquiry regarding the coastal bluff supporting the Island's ring road above Pidge's Cove. The Chair presented information learned at a recent coastal erosion workshop. Discussion followed concerning possible next steps in making an application to the Board of Overseers for approval to commission a study of the Pidge's Cove coastal bluff to determine if mitigation efforts were necessary to preserve the ring road. Dave Gosnell advised that he may be able to solicit a more reasonably priced initial study from local engineer Ross Cudlitz. The Board requested that he make the appropriate inquiries.

10. **2013 Meeting and Hearing Schedule**

The Board set the following schedule for its future meetings:

May 26, 2013 at 8:30 a.m. in Community House  
June 29, 2013 at 9:00 a.m. at Community House (Hearings)  
July 13, 2013 at 9:00 a.m. at the Brewer Cottage (Hearings)

11. **Board Organization**

The Board members in attendance provided the Chair with updated contact information.

12. **Any Other Items**

Bill Cooper recommended that the Board divide its Conditional Use Permit Fee into (i) an initial fee to cover publication costs and (ii) a second fee (constituting the balance of the currently approved fee) to become due only as a condition of issuance of the permit after the application was approved. Discussion followed and was then tabled for further discussion at the next meeting.

There being no additional business to consider, a motion was moved, seconded, and unanimously voted to adjourn at 1:23 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Warren Barrows, Acting Secretary

**To Do List:**

1. 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.
2. 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.
3. Ron Tozier will look into grants for mitigations for climate and erosion issues.
4. Dave Gosnell is to ask someone about the grant writing process.
5. Dave Gosnell will draft wording for Comprehensive Plan Warrant Article.
6. Dave Gosnell will contact Ross Cudlitz regarding Pidge's Cove.

7. Dave Gosnell will ask Ron about removing hazardous trees.
8. Bill Cooper to get the Chair language for proposed warrant article.
9. Bill Cooper will look up state definition regarding Certified Contractor.
10. Bill Cooper will ask Bill Dale if the Comprehensive Plan should be reviewed by state prior to bringing forward to the BIVC Annual Meeting.
11. Chris Martens will contact Debbie Crane to verify any scheduling conflicts with the CABI.
12. Chris Martens to send Warren a PDF of the Zoning Map.
13. Warren Barrows to update draft warrant articles for presentation at next meeting.

**Long-Term Agenda Items:**

- Discuss solar system/fire issues.
- Discuss electrical permitting.
- Review need for informational handout to help islanders know what people “can do” regarding cutting regulations.
- Continue to (i) investigate and identify BIVC coastal roads and property at risk of loss due to erosion from existing or projected increase in sea level and storm activity and intensity, and (ii) possible need for professional study of coastal bluffs to determine whether action is warranted, and if so, available options.