

Planning Board Bustins Island Village Corporation

To: Planning Board
From: James Boone, Secretary
Copies To: CEO, Appeals Board, Board of Overseers, Clerk
Subject: Minutes of the June 17, 2018 meeting

Date: July 9, 2018
Corrected: July 15, 2018
Approved: July 15, 2018

Final minutes approved by the Planning Board

The meeting was held at Bustins Island Community House June 17, 2018 on Bustins Island in Freeport Maine. Present were members Chairman Dave Gosnell, Jeff Leland and associate members James Boone and Dave McCoy. The meeting was called to order at 10:00 am. The chair appointed associate James Boone and Dave McCoy as voting members for the meeting. The chair distributed an agenda for the meeting. Dave Gosnell will make a request to the BOO to appoint James Boone from Associated Member to Full Member and to have Simone Shields appointed from Full Member to Associate Member. Simone was in agreement with the reappointments given her schedule. Dave McCoy requested that he also be appointed a Full Member from Associate Member. After some discussion, Dave Gosnell will make his original request and Dave McCoy will be available for the next Full Member position available.

1. Approval of Minutes – The minutes from the May 27, 2018 were approved with no corrections.
2. Review of follow up action items – Several action items were discussed and some removed from the list having been completed.
 - 1) **Barbara Skelton** to talk to Dave Gosnell regarding updates to the Building permit. Dave has talked to Barbara and is looking for way to have a better line of communication. Dave also discussed the current project at the old Leyden House (Steve Kirkland) on lots A37 and A38. No CUP was needed for this project
 - 2) **The Board** will inquire about a financial aspect for the CEO that would be tied to attending meetings. Would a stipend above the current salary be feasible, that would be tied to attendance.
 - 3) **All Board Members** to review and edit the Non-Conforming Structures statute and have prepared for next meeting. The approach of the edits will be to examine the state's version and apply the areas that are applicable to Bustins Island. Keeping in mind that ours can be more restrictive than the state's but not less restrictive.
 - 4) **All Board Members** to bring his copy of the Wells (water supply) Map for the next meeting.
 - 5) **Jeff Leland** to look at Chapter 1000 from the legal aspect
 - 6) **Jim Boone** to email the Timber Harvesting section of CH 1000 to all board members.

7) Dave to talk to Rob Boone (Chairmen of the BOO) about have the meetings held jointly in the off season. This would create better communication between the two boards and add to the ongoing working relationship.

3. Chapter 1000 ordinance changes focus on Non-Conforming Structures

The Board has made progress in adapting the State of Maine's Chapter 1000 to Bustins Island Zoning Ordinance. The Board will continue to work towards the goal of completing this section within the next few meetings. The Board feels that adopting State of Maine's wording and using the Island current calculations are the most efficient way of getting the States approval.

4. 2016 Action Items for the Comprehensive Plan- The Board reviewed the following status action items.

1. BY OCT. 2016: Planning Board to recommend to Board of Overseers for later adoption water quality protection practices and standards for construction and maintenance of public and private roads and public properties and require their implementation by contractors, owners, and community officials and employees. *This process is ongoing.*
2. BY OCT. 2016: Board of Overseers and Planning Board jointly to consider developing maps and other materials based on the ground water model to guide the careful location of new wells and monitor water quality to prevent the intrusion of salt water into the aquifer. *The map is ongoing and has been 80% completed.*
3. BY OCT. 2016: Consider developing opportunities for Islanders to do short-term work projects/studies to support governance and maintenance of the Island that address priority recommendations in the Comprehensive Plan -- such as best practices to control erosion, architecture designs for redeveloping the Brewer Cottage and for designing a memorial garden at the Brewer property, forest management, guidelines for Islanders on "going solar", simplification of instructions for operating fire and other safety equipment, and so on. *This project is ongoing, to include the yearly Fire Equipment Operation demonstration and active Fire Wise Program participation.*
4. BY OCT. 2016: Investigate models from similar communities that combine professional expertise, e.g., an island administrative manager or coordinator to work with boards or other arrangements that lessen the burden on board members. *This is an ongoing process, some progress has been made reaching out to other organizations.*
5. BY OCT. 2016: **School House:** While the very best use for the School House in its current location has not yet been determined, plans may be underway to make it a charging station for cell phones. The Planning Board and the Board of Overseers will continue to work with the Historical Society to identify the highest and best use for the School House that ensures its continued preservation and promotes interest in and respect for the building by integrating it into Islanders' daily life. *This is an ongoing process, much progress has been made to date.*
6. BY OCT. 2016: Planning Board to consider if amendment of the Bustins Island Zoning Ordinance is required to ensure that subdivision or non-residential property developers should be required to look for and identify critical natural resources that may be on site and to take appropriate measures to protect those resources, including but not limited to, modification of the proposed site design, construction timing and/or extent of excavation. *Some of the issues have been addressed, however more progress will be made on this issue.*

5. CUP Hearings- A CUP Hearing will be held on July 15, 2018 at 9:00 am. The hearing will be for the BIVC as they want to repair and/or replace the utility ramp on the beach near the Golf Course.
6. New Business – Dave McCoy was interested in the tree removal bidding process to remove the storm damaged tress. The Board had no information on the process, it was suggested that he contact a member of the BOO.
7. Date for Next Meeting- The next meeting will be held on July 15, 2018 at 9 a.m. The location will be the Community House on Bustins Island in Freeport Maine.

The meeting was adjourned at 11:51 a.m.

Respectfully submitted,

James Boone, Secretary