



Bustins Island Village Corporation
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MINUTES

**Meeting of the Board of Overseers
January 7, 2023 @ 10:00 AM
Via Zoom**

** Recording Began*

Present: Mandy Meyer, Hank Rauch, Craig Allard, Judy Hayes, Ali Bushman, Candy and Crawford Taisey, Tony Debruyne, Sue Spalding, and Matt and Jayne Rowe.

1. Acceptance of Minutes of November 19th, 2022 meeting

- Ali: Motion to approve the 11/19/22 minutes
- Vote to approve 11/19/22 minutes with two small edits from Judy:
 - Mandy Meyer – Yes
 - Hank Rauch – Yes
 - Ali Bushman – Yes
 - Craig Allard – Yes
 - Judy Hayes – Yes
- Motion passes

2. Treasurer's Report and Vote Register Report

- Report available online via link sent by Tony
- Register Report:
 - Includes payments to...
 - Michael Morris for his analysis to Archipelago
 - Brewer's for storing the Lilly B over the winter
 - Royal River for storing the public float
 - Town of Freeport for the mooring next year
 - Hank: Motion to approve the Register Report as presented
 - Ali: Second
 - Vote to approve the Register Report as presented:
 - Mandy Meyer – Yes
 - Hank Rauch – Yes
 - Ali Bushman – Yes
 - Craig Allard – Yes
 - Judy Hayes – Yes
 - Motion passes
- Statement of Revenue and Expenses:
 - No revenue differences as of last meeting



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- Expenses for Lilly B storage significantly higher than in the past, most likely due to inflation
- Paid for Zoom for another year
- Auditors want to delay audit from January due to schedule
- Received a little over \$300 in Clink returnable revenue
- Completed annual survey from the Department of Commerce
- Salary Increases:
 - Budget had approved increases in salaries for Straight Edge Construction to provide superintendent services
 - Consists of a 3.6% increase
 - Increases have been accepted by Crawford and Mandy
 - Ali: Motion to accept the increase of 3.6%
 - Craig: Second
 - Mandy Meyer – Yes
 - Hank Rauch – Yes
 - Ali Bushman – Yes
 - Craig Allard – Yes
 - Judy Hayes – Yes
 - Motion passes
- Per question from Hank: Money in Casco Fund is intended for disaster relief, can be used if Overseers vote to take money out and the withdrawal is approved at the annual meeting
 - Must also present plan for replenishing the funds
 - All included in the Bylaws as well
- In addition to putting money in the Capital Reserve fund, we are also putting \$5,000 a year in the Casco Fund

3. Old Business

- Ali: Succession Planning / Superintendent Role 2024
 - In an excellent position, currently have two fantastic candidates
 - In the process of interviewing candidates now
 - Should have a decision between those two candidates within the next week and a half
 - Details regarding contract/training still need to be ironed out
 - Judy and Ali met regarding long-term planning in December
- Craig: Post Office Capital Project
 - Materials have been purchased and delivered
 - Waiting on invoice now
 - No other updates, Ben is on schedule to take care of everything this spring
- Mandy/Craig/Crawford: Pidges Cove Stairs and Erosion (Travis Pryor, GEI Consulting)
 - Mandy reached out to Travis for an update after the holidays



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- Travis has said he will send more information on the bid in a week or so

4. **New Business**

- Storm Report:
 - Crawford has not been out yet, knows that there have been three storms in quick succession
 - Southwest side of the island has experienced the most damage, including...
 - Significant damage to Brainard's runway
 - Ben MacDonald is handling
 - Major damage to Leland's dock
 - Looking for someone to complete the full repairs, damage control done by Pat in between storms
 - The Public Dock (mostly cosmetic, but needs repair on top deck boards)
 - Trees down in a number of places, but no news of damage to buildings yet – Pat Reardon and Ben MacDonald have both been over recently and will continue to update us via additional damage
- Off Season Emergency Protocol:
 - Need emergency protocol for circumstances like this
 - Should we send out broadcast email detailing the damage and what we know?
 - Have someone contracted to go check things out/do a walk through of the island after major storms – potentially Ben, Pat, or Ron Tosier
 - Ali will reach out to Ben and Pat to discuss interest in setting up a preliminary contract
 - Ali will also write up a short list of expectations for these walk throughs in order to define the information required out of these inspections
 - Include inspection of damage from the water as well to determine any damage to docks
 - Damage should be assessed when they're able to safely get out and complete the walk through
- Any other new business

5. **Clerk's Report**

- Appointment Forms:
 - Getting the appointment forms signed is always difficult – Sue sent out multiple reminders but is still waiting on some
 - Potential ways to improve response rate:
 - Switch to digital forms via DocuSign
 - Do appointments earlier while people are still on the island
 - Shift responsibility to committee chairs, as they might be more in touch with these individuals



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- Will discuss the appointment date later in the spring
- New Clerk:
 - Sue would like to retire from the clerk position as soon as possible
 - State requires that replacement must be a Maine resident and property owner (per Enabling Act)
 - Makes things more difficult when searching for a replacement
 - Potentially ask the legislature for an exception?
 - Ali will make the Clerk position her next priority after superintendent business winds down
 - Potentially need an opportunity for younger individuals to purchase a small woodlot in order to serve in leadership capacities that require property ownership
 - Many willing and competent young individuals exist but are unable to serve because the deed to their cottage is not officially in their name, and will not pass down until an older family member dies
 - Ali will start the process of finding a replacement, already has a breakdown of the position drafted
 - Sue is happy to keep working on the voting list
 - Will discuss further at a later date

6. Superintendent's Report

- Not much new to discuss other than the storm damage that was discussed earlier in the meeting

7. Appointed Official's & Committee Reports

- Administrative Assistant
- Boat Advisory Committee:
 - Need to remind regarding schedules for meeting later in January
 - Held wrap up meeting in December
 - Engine Overhaul:
 - Debating whether or not to do an engine overhaul – probably too late at this point in the season
 - a. Committee will discuss further at next meeting
 - Dave Stager evaluates the engine every year, appears to be in good shape
 - Need to determine a back-up plan if the Lilly B were to go down in the middle of the season – if so, it would allow us to take more risks in regards to engine maintenance
 - No definitive answer, up for debate when that needs to be done
 - Leave decision on the engine to the boat committee, but put developing a backup plan on their list so that can be established



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- Tony Debruyn received a request from insurance company – need an inspection of the Lilly B (done once every 10 years)
- By-laws Review Committee
- Code Enforcement Officer
- Harbormaster
- Landscape Committee
- Planning Board
- Public Safety Committee
- Water Commissioner
- Webmaster
- Zoning Board of Appeals

8. Correspondence of Note

- N/A, been fairly quiet over the holidays

9. Running Action Items Review

- Aquaculture Update:
 - Meeting for review of Bailey Coffin's proposal has not been scheduled yet
- Safety Guide in progress
- Will need to continue to keep eyes on electric vehicles on the island
- Ask planning board if they have any items for the annual meeting

10. Capital Projects Review

- No change from last month regarding status or projections

11. Public Comment

- N/A
- Tony: Next month we need to start looking at contracts for trash and truck

12. Next Meeting Saturday, February 11 @ 10:00 AM via Zoom

13. Executive Session (If Necessary)

- Not necessary

14. Adjourn

- Meeting adjourned



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Reminders

Correspondence of Note
 None

Running Action Items

STATUS

1. Bailey Coffin Aquaculture Application Progress	Ali Bushman	In
2. BI Owners & Public Safety Guide Progress	Debbie Crane	In
3. Solar at PO, Fire barn Awaiting Bids	Mandy	
4. Vinal Energy 1K Gallon Dispensary Tank	Crawford	
5. CH WiFi Current System, WiFi PO		
6. Electric Vehicles – Craig		
7. Voter Eligibility Policy Amendment Draft	Hank/Sue	

2023 Proposed Annual Meeting Items

Sponsor

- | | |
|----------------------------|----------------------------|
| 1. Shore Reserve Ordinance | Planning Board & Overseers |
| 2. By-law Amendments | Overseers |

2023 Q1 Schedule for Board of Overseers:

- Saturday February 11 @ 10:00AM Zoom
- Saturday March 11 @ 10:00AM Zoom
- Saturday April 8 @ 10:00AM Zoom
- Saturday May 6 @ 10:00AM Zoom