



Bustins Island Village Corporation

Established 1913

MINUTES
Meeting of the Board of Overseers
May 3, 2023, @ 2:00PM
Via Zoom

**recording began*

Present: Tony Debruyne, Alison Bushman, Emma Bushman, Craig Allard, Sue Spalding, Judy Hayes, Mandy Meyer, Candy and Crawford Taisey, Phil Taisey, Hank Rauch, Joyce Arthur, and Jane Packer.

1. Acceptance of Minutes of April 8, 2023 meeting

a. Edit from Sue accepted

b. *Hank Rauch: Motion to accept the minutes from 4/8/23 meeting*

i. Mandy Meyer – Yes

ii. Hank Rauch – Yes

iii. Ali Bushman – Yes

iv. Craig Allard – Abstain, not present at 4/8/23 meeting

v. Judy Hayes – Yes

c. *Motion passes, meeting minutes from 4/8/23 meeting are accepted*

2. Treasurer's Report and Vote Register Report (note that official acceptance of register in meeting minutes)

a. *Hank Rauch: Motion to approve the check register from 4/7/2023 through 5/1/2023 in the amount of \$18,460.75*

i. Mandy Meyer – Yes

ii. Hank Rauch – Yes

iii. Ali Bushman – Yes

iv. Craig Allard – Yes

v. Judy Hayes – Yes

b. *Check Register in net total of \$18,460.75 has been approved from 4/7/2023 through 5/1/2023*

c. *Statement of Revenues, Expenditures, and Transfers as of May 1st, 2023*

i. Actuals to date, total expenditures, and transfers: \$314,909

d. *No change to Capital Projects since last month*

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3. Old Business

a. Succession Planning - Ali

i. Work in progress, no new updates

ii. Ali will be meeting with Tony soon to discuss job description/transition details

b. Post Office Capital Project – Craig/Crawford

i. Craig received updated plan from Ben MacDonald. Looking o have...

1. The roof completed by the end of this month
2. Front windows completed before the start of the season
3. Everything else done in July

ii. Need to consider rewiring the building

c. Pidges Cove Stairs and Erosion – Crawford & Phil

i. No updates

d. Coffin Hearing – Aquaculture Update – Hank

i. Pre-hearing took place today

ii. Still waiting to hear if we have been granted intervener status

iii. The application is going through, will need to file a Freedom of Access request with the state to obtain a copy

iv. Could potentially receive a Freedom of Access request ourselves

v. The main issues are barge access, navigation issues, and potential noise/light pollution

vi. Need someone in attendance at the meeting on May 23rd, Hank will be unable to do so

1. Hank will reach out to our lawyer about potentially representing us

e. Annual Meeting Prep and Consent Calendar - Sue

i. **Bill Cooper** & Sue have drafted the Letter to Voters and Warrant

ii. Presentation of warrant articles and **consent calendar** discussed

iii. Currently listed as separate articles

iv. Will discuss wording/structure of document further at next meeting

v. Changes to Voter Eligibility Policy discussed

vi. *Mandy Meyer: Motion to approve the Voter Eligibility Policy*

1. *Mandy Meyer – Yes*
2. *Hank Rauch – Yes*
3. *Ali Bushman – Yes*
4. *Craig Allard – Yes*
5. *Judy Hayes – Yes*

vii. *Voter Eligibility Policy is approved*

4. New Business

a. Spring Letter in Progress - Mandy

i. Mandy is in the process of drafting the Spring Letter

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- ii. Discussion regarding content of letter
- iii. Rough draft will be reviewed by other overseers
 - b. Any other new business

i. No other new business

5. Clerk's Report

- a. Completed the voting list
- b. Need to ensure map is updated with numbers for every section of property

i. Tony will discuss with Jeff

- c. Directory was discussed

6. Island Administrator Report

- a. Directory – Ken & Sue

i. Sue and Ken have been updating

ii. Still in the process of transitioning everything

- b. Motor Vehicle/Large Equipment Requests (need to vote)

i. Ken has sent Mandy copies

- c. Docusign Possibilities

i. Will discuss at a later date when Ken is present

- d. BIVC & PB Community House usage calendar with CABI

7. Superintendent's Report

- a. Float is hooked up
- b. Few trees down but minimal property damage
- c. Lily B is in the water, just completed mandatory insurance inspection
- d. Overall everything is looking good
- e. CEO Role - Phil

i. Phil talked to the state, all training is available online

ii. Do not have to be appointed to become certified

iii. Phil will continue to pursue, but does not believe it makes sense for him to assume the role while still exploring/completing the training

iv. Barbara Skelton and Nick Adams will continue as CEO and Alternate CEO for this next year

8. Appointed Official's & Committee Reports

- a. Boat Advisory Committee

- b. By-laws Review Committee – Ali and Committee to Report change proposals prep for bylaw warrant items

- c. Code Enforcement Officer – Phil Update

- d. Harbormaster – Invite Andy Spalding to May Meeting

- e. Landscape Committee

- f. Planning Board

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i. Will need to nominate new CEO for the season

ii. *Craig Allard: Motion to appoint Barbara Skelton as CEO for the 2023 season*

1. *Mandy Meyer – Yes*
2. *Hank Rauch – Yes*
3. *Ali Bushman – Yes*
4. *Craig Allard – Yes*
5. *Judy Hayes – Yes*

iii. *Motion to appoint Barbara Skelton and Nick Adams as CEO for the 2023 season is approved*

- g. Public Safety Committee
- h. Water Commissioner
- i. Webmaster
- j. Zoning Board of Appeals

9. Correspondence of Note

- a. 4/13/23 – email from Andy Spalding via Sue Notice of Public Hearing Aquaculture
- b. 4/19/23 – email from Travis Pryor Maine Coastal Programs Grants
- c. 4/20/23 – email from Ben MacDonald via Craig about Lead Safety Certification
- d. 5/1/23 – email from Sue on MMA Conferences (tech/innovation and HR)

10. Running Action Items Review

- a. Discussion regarding electric vehicles policy
- b. Will discuss this issue further with voters at the annual meeting

i. Final decision should be left up to them

11. Capital Projects Review

12. Public Comment

- a. No public comment

13. Next Meeting Saturday, June 10th @ 9:30 AM → ON ISLAND!

- a. Originally at 9:00 AM
- b. Will take place at Craig's house

14. Executive Session if necessary

15. Adjourn

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Motion to appoint Barbara Skelton as CEO for the 2023 Season

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(10.) Running Action Items

- | | |
|--|---------------|
| 1. Bailey Coffin Aquaculture Application – Hank | In Progress |
| 2. BI Owners & Public Safety Guide - Debbie Crane | In Progress |
| 3. Solar at PO, Fire barn – Mandy | Awaiting Bids |
| 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 Summer Schedule for Board of Overseers:

Saturday, July 8 @ 9:00 AM Bustins Island, Community House

Sunday, July 22 @9:00AM Bustins Island, Community House – Annual Meeting Prep

Saturday, August 5 @9:00AM Bustins Island, Community House – Annual Meeting

Sunday, August 6th @ 9:00 AM Bustins Island Community House – Post Annual Meeting Recap

Saturday, September 9 @9:00AM Bustins Island Community House