

BUSTINS ISLAND VILLAGE CORPORATION
BUSTINS ISLAND, MAINE
Meeting of the Board of Overseers
May 2, 2020 – 9:00 AM
Approved May 9, 2020

Note: The USA is currently under a State of Emergency due to the coronavirus pandemic. Meeting was held via ZOOM virtual meeting, authorized by the State of Maine.

The Board of Overseers met at 9:03 AM via ZOOM virtual meeting on Saturday, May 2, 2020. Overseers present were: Tanya **Sweatt** – Chair, Hank **Rauch** - Vice-Chair, Judy **Hayes**, Craig **Allard**, and Mandy **Meyer**. Other officers/appointees/contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer, and Crawford and Candy **Taisey** of Straight Edge Construction, Superintendent. 12 islanders attended via ZOOM.

1. MINUTES. On a motion made and seconded it was **VOTED 5-0:** Tanya-yes, Hank-yes, Judy-yes, Mandy-yes, Craig-yes, to approve the minutes of the April 26, 2020 Board meeting as amended.

2. PUBLIC COMMENTS – None

3. CLERK’S REPORT – Sue Spalding

Question about rentals on Bustins in regard to state mandates. 14-day quarantine still in effect for non-Mainers.

4. TREASURER’S REPORT

There have been very few bills this month. Tony notes that interest rates are down by half on our bank accounts. **On a motion made** and seconded it was **VOTED 5-0:** Tanya-yes, Hank-yes, Judy-yes, Mandy-yes, Craig-yes to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 5/1/2020 for the period 4/3/2020 through 5/1/2020.

5. APPOINTED OFFICIALS’ AND COMMITTEE REPORTS

a. Administrative Assistant - long list of reminders for May

b. Superintendent –Strout’s Point has concern about public’s comings and goings and protecting boatyard safety. Tom Maurier would like to do spring cleanup at the Golf Course. He may, but must provide his own transportation to the island. Propane is being delivered to cottages this morning. A load of gravel was delivered this morning. The float should go in some time this week. He talked to Ben MacDonald about the estimate on the siding and window replacement on the front side of the Historical Society building.

c. CEO – no report at this time

d. BAC – Bob Canu, Chair

He has been meeting weekly with Abe to come up with a list of safety guidelines for passengers and crew – an evolving process. The 5-year Coast Guard inspection has started and will be continued when the Lilly B. is in the water. Ferry services in Maine have been collaborating; the Island Institute is a good source of information. Casco Bay Lines has problems with too many packages to handle, as do we. Postal service is still a question this summer.

e. By-Laws Review Committee, f. Finance Committee, g. Harbormaster, h. Landscape Committee, i. Planning Board, j. Public Safety/First Aid, k. Water Commissioner, l. Webmaster, m. ZBA, n. Subcommittee Reports: **Trash Handling** – No reports at this time.

6. **Correspondence of note** – none of note this past week.

Email correspondence is stored in Google Mail.

7. **ACTION ITEMS** – The Board reviewed and updated

8. **CAPITAL PROJECTS** – The Board reviewed and updated

9. **OLD BUSINESS**

a. RAP update – No new information re soil testing. In process; on hold.

b. Employment contracts

Updated drafts for the Truck and Trash employment agreements were presented. The Board is working on drafts for safety protocol. For absolute clarity about the words in the contract, the Board will talk with the employees. **On a motion made** and seconded it was **VOTED 5-0:** Tanya-yes, Hank-yes, Judy-yes, Mandy-yes, Craig-yes, to approve the employment agreements, as revised, for the truck driver and trash collector in the amounts listed.

Tony will draft contracts for CEO and Trash Handling Assistant or Assistants (we may need two).

c. COVID 19 Preparedness/Response/Communications to islanders.

i. **The ferry** is our biggest and most challenging concern. The state and Brewer's have issued new guideline documents. We hope to be able to launch the ferry over the next couple of weeks with a tentative starting target date of June 5. Many things need to align for this to happen: Brewer's opening schedule, drug testing of crew completed, Coast Guard inspection, safety protocols set down for crew and passengers, clarity on the 14-day quarantine requirement for out-of-staters, any new edicts from the state, availability of PPE, and probably more.

The Boat Advisory Committee is working hard on this. Bob Canu welcomes any input. Question as to whether the ferry to Bustins is considered by the state to be “essential” public transportation. There are many such questions to be answered. Mandy will create a document outlining target dates, always subject to revision as we get new information.

Truck – issues about truck safety protocol discussed. Judy and Sue will work on protocols for all on-island employees and public areas.

Post Office – we must have a postmaster/postmistress on island, or there can be no mail delivery. Question as to whether Lyn McElwee can get to the island, and then the 14-day quarantine period.

ii. Emergency services – Question of how someone with COVID-19 symptoms could be transported off the island safely. The Safety Committee will address this. Question as to BIVC liability and insurance. Should we be taking temperatures before passengers get on boat? Enforcements issues? We will check with legal counsel.

iii. PPE -We can probably get sufficient PPE, but the timeline/shipping is slow.

iv. Communications - The Board will broadcast some general information immediately, and specifics as they become clear. A ZOOM Q & A session was suggested.

10. NEW BUSINESS

a. Owner/Renters Guide Updates. Someone from the DEP brought up some concerns about several items in the Guide. Peg DeBruyn is in the process of updating it. Perhaps remove it from the bivc.net during this pandemic period.

b. Meeting schedule adjustments. Next meeting will be Saturday, May 9 at 9 am via ZOOM. We will need to meet via ZOOM once a week with an abridged agenda as we deal with the overwhelming pandemic issues. Monthly meetings will carry a full agenda.

11. NEXT MEETINGS: 2020 Schedule for Board of Overseers:

Saturday, 9, 2020 – 9 AM via ZOOM

The following meetings are subject to change, depending on coronavirus response as needed:

Sunday, May 24, 2020 – tentative
Sunday, June 21, 2020 – 9 AM at the Brewer Cottage, Bustins Island, ME
Sunday, July 5, 2020 – 9 AM at the Brewer Cottage, Bustins Island, ME
Sunday, July 12, 2020 (approve budget and warrant) – 9 AM at the Brewer Cottage,
Bustins Island, ME
Saturday, August 1, 2020 (Annual Meeting) – 9 AM at the Community House, Bustins
Island, ME
Sunday, August 2, 2020 – 9 AM at the Brewer Cottage, Bustins Island, ME
Tuesday, August 18, 2020 (Freeport Dinner) – 6 PM at the Community House, Bustins
Island, ME
Saturday, September 12, 2020 – 10 AM at the Brewer Cottage, Bustins Island, ME
Saturday, October 17, 2020 – 10 AM at the Freeport Safety Building, Freeport, ME
Saturday, November 14, 2020 – 10 AM at the Freeport Safety Building, Freeport, ME
Saturday, December 12, 2020 – 10 AM at the Freeport Safety Building, Freeport, ME

Note: Meetings may be cancelled or additional meetings called with due notice. Please confirm by checking BIVC.net

12. ADJOURN. The meeting adjourned at 10:48 AM.

Respectfully submitted,

M. Susan Spalding, Acting Secretary