



Bustins Island Village Corporation

Established 1913

MINUTES
Meeting of the Board of Overseers
February 11, 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, Emma Bushman, Sue Spalding, Matthew and Jayne Rowe, Jane Packer, and Phil Ledin.

1. Acceptance of Minutes of January 7, 2023 meeting

- a. Notes: Few minor edits from Judy regarding some details/wording
 - i. Emma has corrected everything in the Google Doc
- b. Hank Rauch: Motion to accept the minutes from 1/7/23 meeting
 - i. Mandy Meyer – Yes
 - ii. Hank Rauch – Yes
 - iii. Ali Bushman – Yes
 - iv. Craig Allard – Yes
 - v. Judy Hayes – Yes
- c. Motion passes, minutes are approved

2. Treasurer's Report and Vote Register Report

- a. Tony sent out everything via email
- b. Treasurer's Report:
 - i. Interest rates have been increasing, good news for us
 - ii. Purchased two CDs valued at \$100K and 50K, all still part of the Casco Fund
 - iii. Will continue to keep Casco Fund in a variety of CDs in the future
 - iv. Will most likely put the rest of the capital maintenance funds in CDs gradually as well if interest rates stay high
 1. Penalty for withdrawal is small if need be (3 months interest)
 - v. Interest on the checking account has increased as well, now \$100/month up from \$20/month
 - vi. First bill from Ben MacDonald/Broad Sound Construction for materials for work on post office/library construction project, little over \$40,000
- c. Register Report:
 - i. First payment to Broad Sound Construction for post office/library construction project, little over \$40,000
 1. Planning on another \$80,000 within the next six months
 - ii. Payment to Falls Point Marine for service on the mooring, around \$660

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1. Charges incurred and processed without notice by Falls Point Marine
2. Boat Committee is reevaluating this relationship
- iii. Payment to Devon Self Storage for storage unit, around \$230
 1. Monthly rates have increased, not much we can do about it
- iv. Hank Rauch: Motion to approve Register Report from 1/6/2023 through 2/9/2023
 1. Mandy Meyer – Yes
 2. Hank Rauch – Yes
 3. Ali Bushman – Yes
 4. Craig Allard – Yes
 5. Judy Hayes – Yes
- v. Motion passes, Register Report is accepted
- d. Annual Audit:
 - i. Tony has been preparing for the annual audit, will be conducted remotely
 1. Edit from Judy: “Auditors” refer to RH Smith
 - ii. Scheduled to meet with him later next week to get started on the process
- e. Tony sent the Boat Committee the 2022 boat related revenue and expenses per request
- f. Need to renew the Non Hazardous Waste transporter license (once every 5 years)
 - i. Tony has the paperwork to renew

3. Old Business

- a. Succession Planning - Ali
 - i. Superintendent Role 2024
 1. To be Discussed in Executive Session
 - ii. Superintendent Contract 2023 Signed Straight Edge Construction - Tony
 1. To be discussed in Executive Session
- b. Post Office Capital Project – Craig
 - i. No updates
 - ii. Have received bill from Ben MacDonald for materials
- c. Pidges Cove Stairs and Erosion (Travis Pryor) – Mandy/Craig/Crawford
 - i. Travis Pryor reached out via email with estimates regarding price and timeline
 - ii. Travis and Mandy are hoping to meet sometime at the end of February to discuss final draft proposals
 - iii. \$10-15K just for design, design & permitting estimated between \$30-40K
 1. Slightly elevated compared to previous expectations
 - iv. Mandy will obtain a breakdown of costs from Travis before things proceed
 1. Unsure if design costs get credited towards the work
 2. Unsure how much permits will cost
 - v. Considering several dock companies as an alternative for the job

4. New Business

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- a. No new business

5. Clerk's Report

- a. Sue will be working with the Deputy Clerks next month to make up the voting list
- b. Will also be working with the Assistant Assessor to clean up ownership on lots
- c. No updates on Voter Policy Amendments Draft

6. Superintendent's Report

- a. Float Repair:
 - i. Crawford has been discussing getting the float repaired with Alan Douglas
 - 1. Will provide an estimate soon
 - ii. Have spoken to Zack Pedit at Custom Floats about obtaining extra materials they have for the project
 - iii. Crawford has taken the bumpers off, one was destroyed this summer
 - 1. Will replace with new ones from Hamiltons
- b. Septic System:
 - i. Septic system near Zooks needs to be replaced
 - ii. In the process of obtaining those permits
 - iii. Will have a hearing on June 10th, after which there is a 30 day waiting period
 - iv. Hoping to complete project by the end of July, dependent on contractor and when the hearing can be held

7. Appointed Official's & Committee Reports

- a. Administrative Assistant
 - i. Judy sent out the list for February, not much on it
 - ii. Candy made up the well schedule for 2023, will send into the state on Monday
- b. Boat Advisory Committee
 - i. Sue has spoken with Abe Whittaker, who suggested Peter Millholland might be able to coordinate a back-up for the Lilly B in case of emergencies
 - ii. Potentially considering replacing the current engine with a hybrid model
 - 1. Could sell old one for around \$15,000
 - 2. State of Maine provides several incentives to switch
 - iii. Painter is also looking into back-ups in case of Lilly B breakdown
 - iv. BAC had previously added 1pm boat on Fridays and Mondays
 - 1. Ridership has been low, so those will be taken off of the schedule for this upcoming year
 - 2. Will go back to having an 11am on Fridays instead
 - v. Talking about eliminating the Zola reservation system, not really needed anymore (no overcrowded boats this last season and Square is better)
 - vi. Will put a regular run in on trash day to eliminate issues with riders wanting to jump on with trash
 - vii. Managing Captains contract to be discussed in executive session

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- viii. BAC will provide a draft of schedule for approval at the next session
- c. By-laws Review Committee
- d. Code Enforcement Officer
- e. Harbormaster
- f. Landscape Committee
- g. Planning Board
- h. Public Safety Committee
- i. Water Commissioner
- j. Webmaster
- k. Zoning Board of Appeals

8. Correspondence of Note

- a. Another aquaculture proposal has been submitted for area near Frenches. This one is for kelp production, and will not be operational during summer months.
 - i. Bustins is probably not in the 1,000 foot zone, so not likely to get abutters notice or be bothered by it
- b. Mandy received an email from Lily West looking into the dockhand position
 - i. Have passed on to Painter
 - ii. Tony will look into changing the contact email for the Lilly B to the managing captain
 - iii. Mandy has also been receiving some emails from UPS regarding delayed payment
- c. No news from Vinyl Energy

9. Running Action Items Review

- a. N/A

10. Capital Projects Review

- a. Tony has added the estimate from Ben MacDonald for his work on the post office/library
- b. No new changes in status otherwise

11. Public Comment

- a. N/A

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

13. Executive Session - to Discuss Superintendent Hiring Details

- a. Motion to go into Executive Session to consider labor contract discussions for superintendent position pursuant to 1 M.R.S.A. § 405(6)(D)
 - i. Mandy Meyer – Yes
 - ii. Hank Rauch – Yes

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- iii. Ali Bushman – Yes
 - iv. Craig Allard – Yes
 - v. Judy Hayes – Yes
- b. Vote to enter into executive session was approved via roll call vote at 11:01am and recording was stopped.
- c. Executive session ended and recording resumed at 11:50am

14. Adjourn

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Reminders

Correspondence of Note

- Another Aquaculture Lease Application – Hank - 1/13/23
- Invoice for Work Done on PO from BroadSound Construction – Tony - 1/15/23
- Dock Hand Interest – Lily West – 1/21/23
- Lilly B Slip and Mooring Contract - Brewer's Marina – 1/24/23
- 2 USPS emails re training and delayed payment – Greg Reed 1/31/23

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

1. Shore Reserve Ordinance
2. By-law Amendments

Sponsor

Planning Board & Overseers
Overseers

2023 Q1& Q2 Schedule for Board of Overseers:

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