

BUSTINS ISLAND VILLAGE CORPORATION
Final (as of 7/15/07) Minutes of the Board of Overseers meeting held
May 27, 2007 – 9:00 AM
Brewer Cottage, Bustins Island, ME

The Board of Overseers met at 9:00 am at the Brewer Cottage, Bustins Island, Freeport, ME on Sunday, May 27, 2007. Those present were: **Tony DeBruyn**, Chair; **Pat LaFleur**, Vice Chair; **Roger Leland**; **John Garfield**, Treasurer; **Sue Spalding**, Clerk; **Diane Jellis**, Secretary; **Charlie Johnson** (MS/S). Also present for some or all of the meeting: Phil Campbell, Faith Baker, Bill Cooper, Ben Carr, Betty Kirkland, and Marilyn Carr. Absent: Scott Bonney and Bill Roberts. The Chairman declared a quorum as three members of the Board were present.

1. Minutes

- a. Minutes of the May 5, 2007 meeting were not available; deferred to June 30 meeting

2. Correspondence

- a. Email from Pat LaFleur dated 5/16/07 confirming that Rich DeGrandpre is the member of the Freeport Town Council appointed to be the official liaison between the two groups
- b. Letter from Kimberly Adams dated May 15 announcing her arrival on Bustins as the truck driver to begin on June 8 and explaining that Pam Canu has agreed to cover from Memorial Day weekend until she arrives
- c. Announcement of Public Hearing to be held June 5, 2007 with the Freeport Town Council re Freeport Coastal Waters Commission proposed changes to their ordinance.
- d. Email from Faith Baker dated May 16, 2007 reporting on her attendance at the Freeport Town Council meeting that same evening and the possibility that the 2008 budget would include mooring fees outside the harbor, including Bustins Island.
- e. Copy of a letter dated May 7, 2007 to James Nagle from Bill Cooper, Planning Board, offering him the position of CEO/LPI

3. Clerk's Report –

- a. Joining MMA as Patrons (thanks to an anonymous donor), which includes access to password protected area of the web site
- b. Fire Safe record-keeping a concern; looking into file cabinets from state surplus
- c. July 1 – Chebeague becomes a town
- d. New CEO Jim Nagle is at PO Box 776, Old Orchard Beach, ME 04064 – information will be posted on the Store Porch. Jim has no email and no cell phone; prefers home phone

4. Treasurer's Report – John Garfield

- a. Not much activity since May 5 meeting
- b. Received \$996 from Betty Kirkland for tennis courts
- c. Insurance and Legal fees are down
- d. Ferry revenues seem high compared to last year
- e. Expenses for Island brush chipping is \$100 per hour
- f. Shuttle starts June 29; pay ½ now and ½ later (current and next Fiscal Year)
- g. Another \$3,000 came in from an anonymous donor – Pat LaFleur will send Thank You letter
- h. Planning Board needs advance funds for Public Notices for June hearings (approx \$300)
- i. County tax must be paid 60/40 as stated in the Freeport agreement – State and County taxes not included in that agreement
- j. Still tweaking preliminary 07-08 budget – described rationale for some of the changes; bottom line could net \$19,000 Revenues less Expenses
- k. No more \$10,000 payments necessary for dock – it's paid for
- l. Explained 3 pages of fine detail; very preliminary numbers based on 06-07 projected final results
- m. Currently \$71,000 in checking account

5. Maintenance Supervisor/Superintendent (MS/S) Report – Charlie Johnson

- a. Fill coming soon for transfer station and for hill

- b. Transfer station will be secure; drop off expected by previous appointment
- c. Brush disposal – some done; 4 hours into it with about 2 hours to go for chipping
- d. Currently chipper is stored on Brewer property
- e. Public water – 3 Public wells tested satisfactory. Sawyer and Indian Springs wells are locked and disabled
- f. Transfer Station – still waiting for permits but they are in process – waiting for the official notice
- g. We can have a dumpster for 30 days for a “clean-up” day and do not need a permit. One dumpster for everything
- h. Eventually plan to have two bins – one for metal to sell and the other for “all else”.

6. Other Business

- a. Finance Committee Study Group Draft dated 5/27/07
 - 1) Explains Establishment; Duties; Membership; Eligibility; Officers, Compensation, Keeping of Records; Consideration of appropriations and expenditures, and Access to Records
 - 2) **ACTION: A motion was made** (Leland), seconded (LaFleur), and passed unanimously to accept the draft report of May 27, 2007 recommending approval of the creation of a Finance Committee
 - a) Recommend members include John Garfield, Roger Leland, Len Larrabee, Kim Wade Ryan and Dan Jellis (and possibly Tim Baker).
 - b) **ACTION: A motion was made** (DeBruyn), seconded (LaFleur), and passed unanimously to appoint John Garfield, Roger Leland for a 2 year term and Len Larrabee for a 3 year term.
 - c) People interested in serving on the Finance Committee should get in touch with Tony DeBruyn by June 17 for two remaining positions; one 3 year term and one 1 year term.
 - 3) The BOO agreed that the sentiment of the committee would be to review preliminary budget w/comments to John Garfield well before the next meeting. Comments should include suggestions re:
 - a) By-Laws review
 - b) Financial alternatives
 - c) Preliminary discussion of Warrant Articles for Annual meeting
- b. Review financial alternatives
 - 1) Draft dated 5/26/07 handed out outlining three possible warrant articles outlining solutions to replenishing the \$19,000 short fall. Mandatory notification to the public must be mailed 30 days prior to vote.
- c. Discussion of Warrant articles for Annual meeting:
 - 1) **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to accept the draft language of Warrant Article Exhibit A dated May 26, 2007 entitled Authorization of Disbursements from the Casco Fund
 - 2) **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to accept the draft language of Warrant Article Exhibit C dated May 26, 2007 entitled Authorization of Tax Assessment
 - 3) **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to accept the draft language as amended of Warrant Article Exhibit D dated May 26, 2007 entitled Authorization of the Incurrence of Indebtedness
 - 4) **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to accept the draft language of Warrant Article Exhibit B dated May 26, 2007 entitled Proposed Amendment to Article XXIII of the BIVC By-Laws to Authorize the board of Overseers to Approve Disbursements from the Casco Fund in Special Circumstances without Voter Approval
- d. Final letter To the Registered Voters of the BIVC to be signed by the Chairman of the Board was approved as amended (Exhibit E) and it was further agreed that it must go to the voters by mail by July 3 in order to thoroughly prepare the voters.
- e. Discussion re what happens if nothing passes?
 - 1) \$20,000 would have to be cut out of the current budget for services that islanders are accustomed to
- f. Date set for public Q&A today, Sunday, May 27, at the Community House at 4:00 pm

7. Committee Reports

- a. Parking Committee – Pilot shuttle initiative and the BIVC’s agreement to a financial contribution toward the success of this initiative was presented to Town Council in a workshop session held on May 15. Faith Baker also outlined the shuttle schedule and other details
- b. Planning Board – Official hearing for major warrant articles will be Sunday, June 24 at 10:00 am at the Community House. Info meeting to be held on July 7. Five matters for new CEO are currently transitioning over to new CEO
- c. Zoning Board of Appeals – Nothing to Report at this time
- d. Public Safety – Meeting to be held 8:30 am, Monday, May 28 at Brewer cottage. Also the Yarmouth Fire Dept. donated 12 fire helmets
- e. Harbor Master – Markers are placed. Also this committee is very active at the Freeport CWC meetings
- f. Boat Committee – Thank you to John Brewer from Frank Kastenholtz for working out final details re Lilly B slip
- g. Water Commissioner – Wells have been tested. Should this be done three times a year rather than once?
- h. Landscape Committee – Meeting to be held today (Bill Roberts)
- i. Brewer Cottage – Barn needs to be more secure for public safety reasons since it isn’t coming down any time soon. Committee recommends that when/if new barn is constructed it should be in keeping w/current setting rather than a basic utility building. Can the destruction of the old barn be coordinated w/the construction of the new building and put in place of the existing structure?

8. Public Comment – Unanimous thank you to Marilyn Carr for the flowers for this meeting

9. Future Meeting Schedule

- a. Saturday, June 30, 2007, 9:00 AM, Brewer Cottage
- b. Sunday, July 15, 2007, 9:00 AM, Brewer Cottage
- c. Annual Meeting: Saturday, August 4, 2007, 9:00 AM, Community House
- d. Saturday, August 4, 2007, Noon, Community (Immediately following the Annual Meeting)
- e. Future meetings to be determined