

BUSTINS ISLAND VILLAGE CORPORATION
Final (8/1/08) Minutes of the Board of Overseers meeting held
May 25, 2008 – 9:00 AM
Brewer Cottage, Bustins Island, Freeport, ME

The Board of Overseers met at 9:00 am at the Brewer Cottage, Bustins Island, Freeport, ME on Sunday, May 25, 2008. Those present were: Tony DeBruyn, Chair; Pat LaFleur, Vice Chair; Bill Roberts, Roger Leland, Scott Bonney, Sue Spalding, Clerk; John Garfield, Treas; Diane Jellis, Secretary; and Charlie Johnson (MS/S). Also present for the meeting: Lorraine Leland, Bill Cooper, Marilyn Carr, Taylor Martens, Judy (Larrabee) Hayes, Len Larrabee, and Faith Baker. The Chairman declared a quorum and the meeting began.

1. Minutes

- a. **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to accept the minutes as amended of the meeting held April 19, 2008.

2. Correspondence

- a. 4/1/08 from Robby Boone to recipient list re approved PB minutes for meetings held 9/3/07 and 11/17/07
- b. Draft motion dated 4/19/08 re Seasonal Road Closings on Bustins Island
- c. 4/22/08 from Prock Marine to Scott Bonney re rip rap bids (near Volleyball court and Richardson property)
- d. 4/25/08 from Pat LaFleur to Eric Hamlin re licensing/permitting for the Island's Transfer Station
- e. 5/8/08 from Faith Baker re BIVC Lilly B. Boat Fund in memory of Jerry Baker who passed away on 5/3/08
- f. 5/19/08 from Bill Cooper to recipient list re Planning Board meeting notice and agenda
- g. 5/21/08 from Bill Cooper to BOO re edited proposed by-law revisions
- h. Tony DeBruyn rec'd draft language for license agreement from Roger Leland (to help with action language)

3. Clerk's Report – Sue Spalding

- a. No Report

4. Treasurer's Report

- a. **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to authorize the payment of checks written and submitted by the Treasurer in the Treasurer's register report dated 05/21/08 for the period of 04/1/08 thru 04/30/08.
- b. **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to accept the Treasurers report as presented by Talking Points dated 05/25/08
- c. Discussion re donations to Lilly B in Jerry Baker's name for restricted us in terms of fund outlined in Faith Baker's letter dated 5/8/08
- d. Discussion re spending of operating budget
- e. Discussion re how to create "wiggle room" for unanticipated expenses
 - 1) Money should be put aside to use for unanticipated expenses in FY 2007-08 and potential spending in FY 2008-09
 - 2) \$28,000 spent/allocated to current FY
 - 3) \$22,000 for unexpected this year and going forward (\$8,000 already needed for steamer dock)
 - 4) If not used it will be put back into Red Fund
- f. **ACTION: A motion was made** (Leland), seconded (Roberts), and passed unanimously to authorize the transfer for cash flow purposes of \$50,000 from the Casco Fund to the Operating Fund in accordance with the vote at last year's annual meeting Article 4

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

- a. Spring opening status

- b. Steamer dock repair – put off until Fall and coordinate w/other private work
- c. Constantly reviewing procedures to come up with new and more fiscally responsible options
- d. Trash pick-up Monday after 1:00 pm on Memorial and Labor Day weekends otherwise every Sunday beginning July 4th weekend until Labor Day
- e. Metal “can” is here; collection coming – Charlie will post
- f. Brush – private/no island service in 2008

6. Other Business

- a. Acceptance of donations process – Maine statutes allows island to accept gifts. Discussion re how to articulate receipt and appropriation of donations.
- b. Well drilling machine – Carol Petrie DeBrill and Pat Reardon doing work. Tony approved so they could get started and not do work on the weekends – agreed to be removed by June 21. Tony D exercised authority by getting three BOO members to approve the vehicle request w/conditions in order to get the job done during the least invasive time. Discussion re “done by date” and “off island by date”.
 - 1) **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously to add conditions to the approval request that there be (1) no drilling June 6-11, weekends, or holidays and (2) that when the job is done the equipment be moved to the Brewer property until it can be removed from the island.
- c. Board Clerk and Treasurer must complete *Right to Know* law training by November 1. Can be done on line and should be signed and submitted to clerk by 11/1/08.
- d. By-Laws proposed changes discussion
- e. Road and shore work review – Prock estimate dated 4/22/08
 - 1) Committee authorized Charlie to review and take necessary action to make area safe until appropriate solution and action can be determined. There is a “cave” along the shore that is inviting to young people exploring the shore that must be somehow declared off limits as it is not a safe place to play.
- f. Lynn Cudlitz resigned as First Aid Coordinator
- g. Public Safety committee has an opening
 - 1) **ACTION: A motion was made** (DeBruyn), seconded (LaFleur), and passed unanimously to appoint Paul Eckel to the Public Safety committee; term to expire in 2010.
- h. Road closings – draft of proposed warrant article agreement
 - 1) Needs a public hearing followed by Annual meeting ratification
 - 2) **ACTION: A motion was made** (DeBruyn), seconded (Leland), and passed unanimously, already voted at a previous meeting, to have a public hearing and close roads.

7. Committee Reports

- a. Planning Board – No report
- b. Zoning Board of Appeals – No report
- c. Finance Committee
 - 1) Issue: potential bank requirements for loans re audits and making sure our books are compliant. Hire CPA
 - 2) Sources of \$\$ - discussed ways to generate cash
 - 3) 2008-09 budget must be done in June 2008
 - 4) Discussion re reserves; what do we need and what do we anticipate – Long range planning re piers, docks, buildings, roofs, repairs, shore, roads, drains, vehicles, water/wells, and environmental issues
 - 5) Many plusses associated with creating a Foundation
 - 6) Committee will solidify a report for the annual meeting so folks will know and understand what we are facing in the future
- d. Public Safety – Fire engine tested and on island
- e. Harbor Master – Discussion re possible wharfing out and mooring fees on the horizon.
- f. Boat Committee
 - 1) Lesley Berry’s contract being reviewed – same money; slightly different dates
 - 2) Who will replace Jerry Baker as an alternate on the committee?

- g. Parking Committee – All cooperating re resolutions
- h. Water Commissioner – Three public wells tested and passed as safe
- i. Landscape Committee – Bill Roberts and Ellen Drew Donovan plan to get together
- j. Brewer Cottage & Barn
 - 1) Barn currently being used for storage
 - 2) Contractors using it have agreed to do some maintenance and Charlie is removing the metal
 - 3) It is an ongoing project and the committee agreed to keep Marilyn Carr involved
- k. By-Laws Review Committee – Need Bill Dale to “vet” after BOO approval followed by public hearing and vote at annual meeting

8. Public Comment

- a. “Green” pesticides on tennis courts?

9. Adjournment and Future Meeting Schedule

- a. Sunday, June 29, 2008, 9:00 AM, Bustins Island, Brewer Cottage
- b. Sunday, July 13, 2008, 9:00 AM, Bustins Island, Brewer Cottage
- c. Sunday, July 20, 2008 (if needed), 9:00 AM, Bustins Island, Brewer Cottage
- d. Warrant must be ready by July 25 and posted by 9:00 AM July 26
- e. Annual meeting Saturday, August 2, 2008, 9:00 AM, Community House
- f. Saturday, August 2, 2008, Community House immediately following Annual Meeting
- g. Meeting adjourned 12:39 PM