

**BUSTINS ISLAND VILLAGE CORPORATION**  
**Minutes of the Board of Overseers meeting held**  
**September 21, 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, September 21, 2008. Those present were: Tony **DeBruyn**, Chair; Roger **Leland**, Scott **Bonney**, Faith **Baker**, Sue **Spalding**, Clerk; and Linda **Sweatt**, Secretary. Also present for the meeting: Charles Johnson, Bill Cooper, P. Kastenhoz, and F. Kastenholz. The Chairman declared a quorum and the meeting began.

**1. Minutes**

- a. **ACTION: A motion was made** (Leland), seconded (Baker), and passed unanimously to approve the minutes of the meeting Public Hearing held July 4, 2008.
- b. **ACTION: A motion was made** (Leland), seconded (Bonney), and passed unanimously to accept as amended the minutes of the meeting held August 24, 2008.

**2. Correspondence**

- a. 8/25/08 from Gardner Hatch-- thank you note to everyone who helped him when he fell
- b. 8/26/08 from Bill Cooper re Meeting Notice and Agenda for Planning Board meeting for 8/31/08
- c. 8/27/08 from Pat LaFleur re Public Hearing Minutes for 7/4/08
- d. 8/27/08 from Bill Cooper re Winter Road Closing Reminder
- e. 8/28/08 from Sue Spalding re Right-To-Know training state requirement
- f. 8/28/08 from Sue Spalding re winter road documentation info
- g. 9/2/08 from Bill Cooper re letter to Valerie re Legal Notice of Public Hearing 9/27/08 in the Times Record
- h. 9/3/08 from Bill Cooper re Notice of CUP Hearing on 9/27/08
- i. 9/5/08 from Pat LaFleur re letter to Warren Barrows regarding access to his property
- j. 9/10/08 from Bill Cooper re letter to Ellen Donovan requesting permission to cut trees on BIVC property
- k. 9/17/08 from Ben and Marilyn Carr letter re concerns of change in island policy relating to private vehicles on Bustins
- l. Motor Vehicle Request Renewal from Pat Reardon

**3. Clerk's Report – Sue Spalding**

- a. Discussion regarding the Right-To-Know training—request the CEO and Landscape Committee take this training.
- b. Discussion about encouraging that any meetings to be held by all committees should be posted during the season on the store porch and off season and year round to be posted on the Website through T. DeBruyn. Hopefully, this would help to encourage more people to participate and get young people and new owners involved.

**4. Treasurer's Report – John Garfield**

- a. In John's absence there was nothing to report.

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

- a. Library roof estimates: C. Johnson received estimates for the library roof repair with four new skylights.
  1. **Action: A motion was made** (DeBruyn ), seconded (Baker) and passed unanimously to accept the Tozier Group bid not to exceed \$6000 to do the library roof work.

- b. Steamer Dock repair: Prock Engineering will replace steel rod tie downs and concrete foundation on the Steamer dock in early October. Charlie will put up a notice indicating when the dock will be out of service.
- c. Fall closing plans and schedule: Charlie with members of the Safety Committee plan to close the fire equipment and trucks during the Columbus Day weekend. The public float will be pulled on Saturday, October 18<sup>th</sup> with Sunday, October 19<sup>th</sup> as the backup date. The fire barn will be closed and locked on October 20<sup>th</sup>. S. Spalding will email J. Abramson to take care of the AED and any other items in the Emergency room.
- d. Roads and drainage status: After discussion on the work to be done on the hill and store area and what to do to save areas on the roads, it was decided that a plan must be designed and estimates requested for the spring. F. Baker expressed concern that the bluff between “Wallingorfa” and “As You Like It” on the east side is quickly eroding and “caving” is occurring under the right-of-way. The R.O.W. is heavily traveled on foot by children and young adults to get to the rope swing, so safety is a concern. Charlie agreed to look at this area. Charlie reported that Ron Tozier has given him the use of the wood chipper to use on BIVC property on the west side where trimming and chipping is needed for maintaining the roads – safety issue.
- e. Work list review:
  - 1. The public float floatation problems will be checked.
  - 2. The Brewer cottage windows should be replaced with vinyl in the future. The upstairs window of the cottage has been stabilized.
  - 3. Fire Barn—roof has significant moss, but it is not an immediate problem. More important is the need for an extension of the barn to cover the North Yarmouth fire truck, which needs winter and rain protection.
  - 4. Community House: The dormer windows and frames are rotted. Charlie needs to get estimates for materials and labor.
  - 5. Historical Society—Charlie will take care of the protection needed for the screen door.

## 6. Other Business

- a. Freeport Dinner: It was a very successful event. Many positive comments were made. F. Baker recommended the continuation of serving some warm food.
- b. Winter Road Closing: A specific form must be completed for the seasonal closing.
  - 2. **ACTION: A motion was made** (Leland), seconded (Bonney) and passed unanimously to have the roads closed from November 1, 2008 through April 30, 2009.
- c. Dog Policy: T. DeBruyn presented a draft and much discussion ensued with some suggestions for revisions. T. DeBruyn will make revisions and send to members.
- d. Appointments: S. Spalding reported that Jim Boyko has been recommended to serve on the Boat Advisory Committee for a three year term until 10/31/2011 with Scott Bonney and Faith Baker as alternates.
  - 1. **ACTION: A motion was made** (Leland), seconded (DeBruyn) and unanimously passed that these appointments be made to the Boat Advisory Committee.
 S. Spalding reported that the following people have been recommended for appointments to the Landscape Committee: Nina Gosnell for a three year term ending 10/31/2011; Lynn McElwee for a three year term ending 10/31/2011; Ellen Donovan for a two year term ending 10/31/2010; Joan Hunziker for a two year term ending 10/31/2010; and Patrice Kastenholz for one year ending 10/31/2009.
  - 1. **ACTION: A motion was made** (DeBruyn), seconded (Leland) and unanimously passed that these appointments be made to the Landscape Committee.
 F. Baker stated that the Parking Advisory Committee (PAC) decided a full committee was no longer needed as many of the recent parking issues have been handled. The PAC recommends the BOO disband this committee but appoint one “Parking Advisor” or “Parking Commissioner” to disseminate parking information until such time other issues arise that require additional attention. The PAC recommended that Gwen Hendry be appointed for the advisor position and that Faith Baker serve as Board liaison. T. DeBruyn requested a job description for this Parking Advisory position from F. Baker.
  - 1. **ACTION: A motion was made** (Baker), seconded (Bonney) and unanimously passed to

- disband the Parking Advisory Committee.
- e. Appointment of Taylor Martens as BOO representative at CUP hearings.
  1. **ACTION: A motion was made** (Leland), seconded (Bonney) and unanimously passed to appoint Taylor Martens to represent the BOO at CUP hearings.
- f. Financial Review: L. Larrabee stated that the Finance Committee interviewed three accounting firms. The committee recommends retaining Berry, Talbot & Royer for a financial review not as an audit and not to be filed with the state. T. DeBruyn stated he received an engagement letter with a quote for \$4600 from Don Talbot, CPA.
  1. **ACTION: A motion was made** (DeBruyn), seconded (Leland) and unanimously passed to engage this accounting firm for \$4600.
- g. Motor Vehicle Request: T. DeBruyn stated that Pat Reardon had submitted a renewal request for his tractor.
  1. **ACTION: A motion was made** (Leland), seconded (DeBruyn) and unanimously passed to renew Pat Reardon's vehicle request.

S. Bonney presented a Vehicle Request form from Robert Taisey for the vehicle to be used for only a couple of weeks as in the past.

  1. **ACTION: A motion was made** (Leland), seconded (Baker) and unanimously passed to honor Rob Taisey's vehicle request.
- h. Letter from Ben Carr: T. DeBruyn mentioned that Ben's letter had significant concern about the use of golf carts. Much discussion ensued about motorized or electric vehicles and various concerns expressed in Ben's letter.

## 7. Committee Reports

- a. Landscape Committee: B. Cooper had a written request to cut trees that were a safety hazard on BIVC property adjacent to his cottage. The request was granted.
- b. Planning Board: B. Cooper stated that John Garfield and Chris Martens agreed to be reappointed to the board and it is only in need of an associate member. There will be a hearing on Oct. 1.
- c. Finance Committee: Report was given earlier when the committee had recommended engaging Donald Talbot, CPA.
- d. Public Safety Committee: C. Johnson reported he had a meeting with Daryl Fournier, Fire Chief, and received good information. There are used radios available for purchase. There is a need for more vehicle radios. There is a shortage of hose and the committee plans to spend \$2000 toward the purchase of new hose.
- e. Harbor Master: F. Baker stated Rob Taisey said many islanders registered moorings with him but everyone needs to register their moorings so Freeport does not require we do it through them.
- f. Brewer Cottage: C. Johnson stated that he tastefully cut trees on the property as recommended by E. Donovan. T. DeBruyn stated that trees and shrubs around the barn need to be trimmed.
- g. By-Laws Review Committee: S. Spalding stated the committee met and began to map out any changes or adjustments to be ready for May 1<sup>st</sup> to present to the BOO.
- h. Zoning Board of Appeals: F. Kastenholz reported that the board is in need of new members whose terms have expired.
- i. Parking Committee: This committee has been officially disbanded.
- j. Boat Committee: F. Kastenholz reported that boat ridership and boat conditions are very good. The committee will need to update boat policies for BOO approval.
- k. Water Commission: C. Johnson will take care of the public well pump handle, which is hard to use and may have to be replaced.

## 8. Public Comment

- a. B. Cooper mentioned hearing what sounded like "explosions". F. Baker stated she had heard fireworks earlier in the week. Discussion ensued about fireworks as illegal in Maine.
- b. C. Johnson stated that the Freeport Tax Assessors had been on the island.

## 9. Adjournment (12:45 PM) and Future Meeting Schedule

- a. Sunday, October 12—9:00 AM at the Brewer Cottage
- b. Sunday, November 15 – 10:00 AM at the Freeport Public Safety Building

Final minutes as amended for BIVC BOO meeting for September 21, 2008

Respectfully submitted,

Linda E. Sweatt  
Board Secretary