

BUSTINS ISLAND VILLAGE CORPORATION
Minutes of the Board of Overseers Meeting
December 4, 2010 – 10:00 AM
Freeport Public Safety Building, Freeport, ME

The Board of Overseers met at 10:00 AM at the Freeport Public Safety Building in Freeport, ME on Sunday, December 4, 2010. Those present were: Faith **Baker**, Chairman; Robert **Boone**, Roger **Leland**, Scott **Bonney**, John **Garfield**, Treasurer; Sue **Spalding**, Clerk; and Linda **Sweatt**, Secretary. Also present for the meeting: Rob Taisey. The Chairman declared a quorum and the meeting began.

MINUTES

ACTION: A motion was made (Baker), seconded (Leland), and unanimously passed to accept as amended the minutes of the meeting held November 14, 2010.

CORRESPONDENCE

Correspondence Received

11/15/10 from F. Baker to Jeff Leland re Appointment to the Planning Board

11/16/10 from R. Tozier re Invoice for Remainder of FEMA Work

11/21/10 from C. Taisey re Invoice from Straight Edge Construction

11/28/10 from F. Baker re BIVC Meeting Sat., Dec. 4

12/01/10 from S. Spalding re E-Mail and Retention of Documents Policies

12/2-3/10 from F. Baker and L. Taisey re Bustins and MEMIC

12/03/10 from F. Baker Fwd: Request for Permits and CEO Reports from R. Thomas

CLERK'S REPORT – Sue Spalding

Sue distributed copies of the listing of all members of all the BIVC Boards and Committees. She stated that the Board must carefully look at their records in terms of what to save and how these records are to be kept. She is still looking for a fireproof storage cabinet for \$1600 or less for storing more documents. A discussion ensued regarding storage by electronic document management of what is required to be kept in the records with easy accessibility. Sue will draft a policy on what to keep and how to keep it.

TREASURER'S REPORT – John Garfield

John distributed copies of the Treasurer's Check Register Report for 10/31/2010 through 11/30/2010 and the Actual Year to Date Spending period ending 11/30/2010 sheet. John presented the Register Report for 10/31/2010 through 11/30/2010 and

commented on certain items and he noted that Yarmouth Payroll had taken care of the previous error corrections. F. Baker reminded John to make the final payment of \$7500 for the FEMA work completed by the Tozier Group. John requested a motion for the payment to be made.

ACTION: A motion was made (Baker), seconded (Cooper), and unanimously voted to make the payment of \$7506.80 for the remainder of the FEMA work to the Tozier Group.

John stated that he still had to pay C. Taisey the last payment for the Assistant Superintendent stipend of \$500. He will speak to C. Taisey about a bill to be paid for work completed by contract.

ACTION: A motion was made (Baker), seconded (Bonney), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Treasurer's Register Report dated 12/03/2010 for the period 10/31/2010 through 11/30/2010.

John mentioned the progress to date for spending comparison through 10/31/10 and 11/30/10. He stated that money was taken out of the checking account and placed in the CD; so there are no funds for current upkeep. R. Leland stated that we have funds for unknown capital expenses such as storm damage and library repairs. B. Cooper would like to see money spent according to the annual warrant budget. A discussion ensued regarding this request.

ACTION: A motion was made (Baker), seconded (Leland), and voted one in favor and four not in favor of accepting the Treasurer's Report dated November 30, 2010.

ASSISTANT SUPERINTENDENT'S REPORT – Crawford Taisey

Crawford was not present to report.

SUPERINTENDENT'S REPORT – Charles Johnson

Charlie was not available to report.

F. Baker did report that all work from the storm damage had been taken care of and that R. Tozier's barge will be ready soon to take the tractor off island.

S. Bonney will continue to look into the phone situation. He will speak to Leslie Taisey.

CEO REPORT – Ron Tozier

Ron was not available to report.

OTHER BUSINESS

Bill Cooper presented copies of Map Correction Items dated 11/22/2010 with an island map to show where corrections had to be made. S. Spalding will confer with Bill Cooper regarding map/lot questions she has encountered. Bill stated that the Board must handle lots which have no numbers and lot divisions in accordance with voting rights.

A discussion ensued regarding independent commercial contractors' use of the island vehicles. R. Taisey spoke about the tractor specifically because the Board had given him permission to use the tractor to cart his chipper. He stated that he had put fuel in the tractor and treated it very well. He stated that he had not charged his customers for use of the tractor. He appreciated the use of the island tractor.

F. Baker was concerned about balancing the impact of more vehicles on the island and contracted work to be done more off-season. If a contractor is using the tractor, there are issues with availability, maintenance, fuel costs, and any damage incurred.

Presently the superintendent is in charge of the tractor use. S. Bonney questioned who would be in charge of clearly monitoring the island tractor for general use versus commercial use and its wear and tear. B. Cooper suggested a list with general contractor use with certificate of liability. F. Baker will work on a policy for tractor use.

Water Mapping Status – B. Cooper stated he had sent Ron Lewis from MACTEC an EXCEL spreadsheet with information. He stated that we have a topography map of the island with water level information to be put into MACTEC to receive a profile of the ground water and we have the Gerber Report to review. Bill suggested this water mapping be put on next year's Warrant Article and that he would get a firm estimate for this project's cost.

F. Baker reminded the Board that the island truck driver was responsible for locking and unlocking the public wells at the appropriate times. The truck driver, Dan Adams should be paid for this job.

ACTION: A motion was made (Baker), seconded (Cooper), and unanimously voted to add \$100 to the truck driver compensation for well locking and unlocking.

A discussion ensued regarding the trash collection. There had been \$150 per week paid for trash removal. F. Baker will speak to Leslie Berry to find out how this payment had been handled amongst the workers.

F. Baker stated that the Board should form a Road Committee.

ACTION: A motion was made (Baker), seconded (Leland), and unanimously voted to propose the formation of a Road Maintenance Committee made up of three members for a period of one year.

ACTION: A motion was made (Baker), seconded (Bonney), and unanimously voted to propose for the newly formed, Road Maintenance Committee, the appointed members, Rob Boone, Crawford Taisey and Bill Cooper.

Frisbee Lot Access Status – R. Leland stated that there are various ways to handle this considering environmental impact and expense to the island. F. Baker questioned R. Taisey concerning the emergency access which he had granted across his property. B. Cooper suggested an easement across the R. Taisey property for a restricted access for the owners of Lot 166-4, which he felt would be a reasonable solution

Letter from R. Thomas -- R. Thomas made a formal request for all permits and CEO Reports, which have been issued to the Taiseys and Frisbees in the last three years.

B. Cooper stated that he did receive permission from the Ralphs, the Hendrys and the Martens for the BIVC to work on drainage along and on their properties.

COMMITTEE REPORTS

Boat Committee – No report.

Brewer Cottage – No report.

By-Laws Review Committee – No report.

Finance Committee – No report.

Harbormaster – R. Taisey reported that four buoys must be replaced – the west side ledges, Turtle Rock, Nubble ledge, and by Richardson ledges. We have lost Richardson and the west side ledges buoys. F. Baker requested a written quote for expenses. S. Bonney stated that safety out ways visual impact. R. Leland requested R. Taisey submit cost for the next meeting.

Landscape Committee – No report.

Parking Advisory – No report.

Planning Board – No report.

Public Safety Committee – No report.

Water Commissioner – No report.

Zoning Board of Appeals – No report.

PUBLIC COMMENT

None at this meeting.

ADJOURNMENT (1:12 PM) and FUTURE MEETING SCHEDULE

Sunday, January 9, 2011 – 10:00 AM at the Freeport Public Safety Building in Freeport, ME

Sunday, February 6, 2011 – 10:00 AM at the Freeport Public Safety Building in Freeport, ME

Sunday, March 6, 2011 – 10:00 AM at the Freeport Public Safety Building in Freeport, ME

EXECUTIVE SESSION

ACTION 1:12 PM: A motion was made (Baker), seconded (Bonney), and unanimously voted to go into Executive Session in accordance with 1 M.R.S.A. Section 405(6)(A) to consider and discuss a personnel issue.

ACTION: A motion was made (Baker), seconded (Bonney), and unanimously voted to go into Executive Session in accordance with 1 M.R.S.A. Section 405(6)(D) to discuss the labor contract negotiations.

The Board came out of Executive Session at 1:50 PM and no action was taken.
The meeting adjourned at 1:50 PM.

Respectfully submitted,

Linda E. Sweatt
Board Secretary