

**BUSTINS ISLAND VILLAGE CORPORATION**  
**Minutes of the Board of Overseers Meeting**  
**March 6, 2011 - 10:00 AM**

The Board of Overseers met at 10:08 AM at the Freeport Public Safety Building in Freeport, ME on Sunday, March 6, 2011. Those present were: Faith **Baker** - Chair, Bill **Cooper** - Vice-Chair, Robert **Boone**, Roger **Leland**, Scott **Bonney**, John **Garfield**-Treasurer; Sue **Spalding** -Clerk/Acting Secretary. Also present for the meeting: Crawford Taisey - Superintendent. 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 February 13, 2011.

**CORRESPONDENCE**

- 2/20/11 - from S. Spalding re donations for M.Carr
- 2/20/11 - from S. Spalding re R.Thomas well easement
- 2/20/11, 3/3/11 - from F. Kastenholz re L.Berry contract (see item under Boat Advisory Committee Report)
- 2/21/11 - re Brewer slip/launch contract for Lilly B. Has been paid.
- 2/21/11 - from ME State Revenue re underpayment on employment taxes. F. Baker resolved the issue with the state - clerical mixup. Now paid.
- 2/23/11 - from Rob Taisey. He has scanned the 1995 Gerber water report for our reference.
- 3/4/11 - from Rob Taisey with information about about Lidar free high-resolution elevation data. B. Cooper with follow up with John Woods and Ron Lewis of MACTEC.
- 3/2/11 - from Freeport Assessor requesting informational paragraphs about Bustins for the Freeport website.
- 3/5/11 - from C. Johnson : reimbursement in full for cell phone overage.

Email Correspondence Received - stored by F. Baker

**CLERK'S REPORT** - Sue Spalding

1. S. Spalding distributed updated MMA Manuals
  - Clerk's Manual - S. Spalding
  - Moderator's Manual - B. Cooper
  - Treasurer's Manual - O.J. Garfield
  - Town Meeting and Elections Manual - S. Spalding

Municipal Officers Manual - F. Baker  
Planning Board Manual - B. Cooper to deliver to M. Hohn  
Municipal Roads Manual - R. Boone  
Board of Appeals Manual - (pending to W. Baker)

2. S. Spalding reported on her visit to the Maine State Surplus facility in Augusta. Board completed paperwork to renew Donee designation for special pricing and access

**TREASURER'S REPORT** - John Garfield

J. Garfield distributed a history between the banking dates of 1/31/11 and 3/2/11. He notified the Board that he has appointed Tony DeBruyn as a Deputy Treasurer. John will notify insurance company about getting Tony bonded. He has started familiarizing Tony with the software he uses and is in the process of getting Tony access to the BIVC financial files on Carbonite, which will also eliminate the need to burn CD's of the financial records for the Clerk to file.

**ACTION: A motion was made** (Leland), seconded (Boone), and voted in favor of accepting the Treasurer's Report.

**SUPERINTENDENT'S REPORT** - C. Taisey

Crawford reported that the tractor is fully repaired and the wheels sanded and painted. He will talk to D. Wentworth re trash collection agreement. F. Baker asked him to talk to P. Reardon about tractor use in mud season. He will talk with Dan Jellis re meeting with the state about our wells.

**OLD BUSINESS**

- a. F. Baker is working on the Municipal Solid Waste Management Recycling report to the State Planning Office - due April 30.
- b. Harbormaster - Rob Taisey not present.
- c. Map update - B. Cooper has designated which map update items can be dealt without voting controversy.
- d. Motor Vehicle permission renewals - S. Spalding asked about how best to keep track of MV renewal. **ACTION: A motion was made** (Leland), seconded (Cooper), and unanimously passed to require vehicle and large equipment permits for operators wishing to be on the island off-season to be renewed by October 31 each year. The request form will be revised to include "large equipment".  
**ACTION: A motion was made** (Leland), seconded (Cooper), and unanimously passed to permit Pat Reardon to keep his tractor on the island for his commercial use until renewal date of October 31, 2011.

## NEW BUSINESS

- a. Now that the tractor is newly refurbished, discussion of how to deal with three use issues:
- 1) Overuse by commercial users  
Possible solution: schedule in advance with Superintendent, who will maintain a calendar
  - 2) Accountability and monitoring for damage  
Possible solution: check-out and check-in list
  - 3) Use by inexperienced users  
Possible solution: Superintendent will check operator for ability  
Related issues: liability for vehicle/property/road damage, possible compensation by commercial users, time limit for use. A hearing is suggested for islander input.
- b. Discussion re clerical/administrative and treasurer workload. It was acknowledged that the clerical/administrative and treasurer workload has increased significantly over the years, and it may no longer be feasible to get qualified volunteers to take this on. A discussion included whether or not to create stipend positions for administrative/clerical and bookkeeping support. **ACTION: A motion was made** (Cooper), seconded (Leland), and unanimously voted that the Board of Overseers create the position of Administrative Assistant to the BIVC. Job description to be forthcoming, and discussion will continue concerning compensation, if any.

## COMMITTEE REPORTS

**Boat Advisory Committee** - Discussion of Boat Captain's contract. The Board agreed that the BAC should perform a performance evaluation of the Boat Captain prior to October 1 and make a recommendation to the Board of Overseers by its October meeting.

**By-Laws Review Committee** - No report.

**Finance Committee** - No report.

**Harbormaster** - Waiting for Rob Taisey's report of cost of navigational buoys, and Andy's Spalding's report from upcoming Harbormaster training re applicable regs, if any.

**Landscape Committee** - No report.

**Parking Advisory** - F. Baker reported that the Freeport draft of parking changes to the town landing area eliminates unloading areas. She will continue to monitor situation.

**Planning Board** - Next meeting March 19. Working on revising the tenting regulations in the Resource Protection Area of the Zoning Ordinance

**Public Safety Committee** - working on historical designations for some public buildings.

**Roads Committee** - Continue to examine alternatives for access to the newly cleared Frisbee property.

**Water Commissioner** - No report.

**Zoning Board of Appeals** - No report.

**PUBLIC COMMENT**

None at this meeting.

**ADJOURNMENT (1:30 PM) and FUTURE MEETING SCHEDULE**

Sat. April 2 10:00 AM at the Freeport Municipal Safety Building ANNEX

Sat. May 7, 10:00 AM at the Freeport Municipal Safety Building

Sun. May 29, 9:00 AM on Bustins Island at the Brewer Cottage

Respectfully submitted,

M. Susan Spalding  
Acting Board Secretary