

BUSTINS ISLAND VILLAGE CORPORATION
Minutes of the Board of Overseers Meeting
February 4, 2012 – 9:30 AM
Approved March 3, 2012

Seeing a quorum, the Chair called to order the meeting of the Board of Overseers at 9:33AM on Saturday, February 4, 2012 at the Freeport Public Safety Building in Freeport, ME. Overseers present were: Faith **Baker**, Chairman; Bill **Cooper**, Vice Chairman; Robert **Boone**; Roger **Leland**; Pat **LaFleur**, Overseer & Administrative Assistant (via Skype). Other officers present were Tony **DeBruyn**, Treasurer; Sue **Spalding**, Clerk; Crawford **Taisey**, Superintendent; Ron **Tozier**, CEO.

MINUTES

(1) ACTION: A motion was made (Baker), seconded (Leland), and voted 4-0 plus 1 vote via Skype to accept as amended the minutes of the meeting held January 14, 2012

PUBLIC COMMENTS

F. Baker invited any comments from the public on issues not on the agenda. There were no comments.

CORRESPONDENCE

02/02/2012 from Jim Cassida, Chair of Freeport Town Council re upcoming Council meetings and agendas.

01/23-01/26 2012 from Sue Spalding. Information from MMA re fireworks, insurance liability for volunteers, roads, Municipal Technology Conference. Faith or Tony will try to attend the technology conference.

01/28/2012ff between Denis Picard and F. Baker. F. Baker signed United States Postal Service “Contract Term Modification” and returned to D. Picard for his signature.

01/19/2012 to T. DeBruyn from DEP – Renewal of Transfer Station License application

02/03/2012 from Freeport: Annual Mooring Assignment Request

02/03/2012 to F. Baker: Application for ferry boat captain

01/2012 to T. DeBruyn from Brewer’s Marine: Renewal of slip

Email Correspondence Received – stored by F. Baker

ADMINISTRATIVE ASSISTANT’S REPORT - Pat LaFleur

1. Pat reminds the Board that she has old documents for reference
2. Pat presented Administrative Duties of the BIVC.

(2)ACTION: A motion was made (Baker), seconded (Leland), and voted 4-0 plus 1 vote via Skype to accept Administrative Duties of the BIVC as amended.

3. The Board will reimburse Clerk for cost of maintaining PO Box 22 mailbox as BIVC address.

CLERK'S REPORT – Sue Spalding

Sue asked for Board clarification of several lot ownership configurations.

TREASURER'S REPORT – Tony DeBruyn

Tony presented “Balance Sheet and 2011-2012 Funds Activity”. Treasurer will now be in charge of the phones and will investigate the best and most economical use of cell phones, texting, and twitter. He next presented “Statement of Revenues, Expenditures and Transfers FY 2011-2012 thru February 2, 2012” and explained his budgeting projections procedure.

Speaking for the Finance Committee, Roger asked that we gather information concerning any major long-range expenditures expected or desired. Pat will ask Committee Chairs for the same, and the Superintendent will also make a list.

- (3) **ACTION: A motion was made** (Baker), seconded (Leland), and voted 4-0 plus 1 vote via Skype to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 2/2/2012 for action 1/14/2012 through 2/2/2012
- (4) **ACTION: A motion was made** (Leland), seconded (Cooper), and voted 4-0 plus 1 vote via Skype to accept the report of the Treasurer.

CEO REPORT – No report at this time.

SUPERINTENDENT'S REPORT – Crawford Taisey

- Crawford asked if there are funds to work on road water diversion/drainage. Road Committee will prioritize areas of concern.
 - Crawford asked if there is \$1K-\$1500 available for chipping. Continued discussion about brush disposal. The Roads Committee will look into possible chipping/burning sites.
 - Crawford asked if there are funds for a lawn tractor and power washer. He needs a power washer before he paints float.
- (5) **ACTION: A motion was made** (Baker), seconded (Leland), and voted 4-0 plus 1 vote via Skype to appropriate up to \$1,000 for the purchase of a power washer.

- Crawford was asked to do an inventory of BIVC equipment.

OLD BUSINESS

- a. **BIVC Email** – Tony has set up BIVC email addresses for the Overseers, Treasurer, Clerk, and Secretary on gmail. All BIVC communication must take place via these accounts. Accounts should all be activated, and by March 1

addresses will be announced to Freeport, committee chairs, bivc.net, and the Store Porch. Next Tony will set up a repository in a “cloud” for all BIVC documents.

- b. Fireworks** - Faith will continue to look up possible wording for an Annual Meeting warrant article restricting the use and sale of fireworks on Bustins.
- c. Mail Contract Update** – The Board of Overseers will now be the only authorized mail contract agent. Our current mail contract has been extended until 6/30/12. USPS needs to be informed of who the official contact person is and of any changes as they occur. Tanya will assist in the application by providing any required boat figures.
- d. BAC** – The Board updated the employment agreement of Captain/Manager, including Non-Competition and Non-Disclosure Agreement. The Captain/Manager contract will now become a Boat Manager contract.

(6) ACTION: A motion was made (Leland), seconded (Baker), and voted 4-0 plus 1 vote via Skype to approve the Boat Manager’s Employment Agreement as amended, with attached Non-Competition and Non-Disclosure Agreement, Boat Manager Job Description, and Boat Policies. [Revised March 3, 2012]

(7) ACTION: A motion was made (Leland), seconded (Cooper), and voted 4-0 plus 1 vote via Skype to approve the Captain’s Job Description as amended.

(8) ACTION: A motion was made (Leland), seconded (Cooper), and voted 4-0 plus 1 vote via Skype to approve the BAC recommended wages for captain and crew for season 2012 [Revised March 3, 2012]

NEW BUSINESS

- a. LD262** - Faith is in the process of filing for eligibility of state amelioration of the cost of the Transfer Station remediation.

OTHER COMMITTEES & APPOINTED OFFICIALS’ REPORTS – None at this time.

FUTURE MEETINGS

Saturday, March 3 - 9:30AM at the Freeport Public Safety Building
Saturday, April 21 - 9:30AM at the Freeport Public Safety Building
Sunday, May 27 - 9:00 AM at the Brewer Cottage

ADJOURN – the meeting adjourned at 1:28 PM.

Respectfully submitted,

M. Susan Spalding
Acting Secretary

