

**BUSTINS ISLAND VILLAGE CORPORATION**  
**Minutes of the Board of Overseers Meeting**  
**March 3, 2012 – 9:30 AM**  
**Approved April 21, 2012**

Seeing a quorum, the Chair called to order the meeting of the Board of Overseers at 9:36AM on Saturday, March 3, 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/appointees present were Tony **DeBruyn**, Treasurer; Sue **Spalding**, Clerk; Crawford **Taisey**, Superintendent; Tanya **Sweatt**, BAC Chair/Boat Supervisor; Ron **Tozier**, CEO; R. **Taisey**, Harbormaster.

**MINUTES**

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

**PUBLIC COMMENTS**

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

**CORRESPONDENCE**

02/29/2012 from C. Martens. She would like to address the Board at this meeting.

02/13/2012 from US Coast Guard re 2012 Small Passenger Vessel Operator's Seminar

02/22/12 – email and conversations between F. Baker and A. Palestini, S. Freeport Postmistress, re postal contract renewal documents

02/10/12 from United States Postal Service – “Amendment to Transportation Services Contract” and “Contract Route Service Order”.

03/12/2012 from Charlie Drew requesting to talk about his desire to have the dancing portion of his upcoming wedding at the Community House (September 8).

From Bill Cooper re needed traffic alert on August 4/5 re bicycling event in South Freeport.

Email Correspondence Received – stored by F. Baker

**ADMINISTRATIVE ASSISTANT'S REPORT** - Pat LaFleur

1. Waste transport manifests are due by April 15. Crawford will send them in.
2. The Transfer Station renewal is due in May.
3. The Board of Overseers report to *the Store Porch* is due April 1.

4. From the comments at the end of the Annual Meeting minutes – question of the need to replace outhouse by the swings. Crawford has done some repairs, so it is OK for now.
5. Laura Vitali says that the first testing of the public wells will be done before Memorial Day.
6. The South Freeport mooring application for the Lilly B. is due by March 1.

**CLERK’S REPORT** – Sue Spalding

No report at this time.

**TREASURER’S REPORT** – Tony DeBruyn

Tony presented “Balance Sheet and 2011-2012 Funds Activity”, dated 3/2/2012.

- (2) ACTION: A motion was made** (Leland), seconded (Cooper), 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 3/2/2012 for action 2/3/2012 through 3/2/2012

Discussion about projects ahead that require funds planning. R. Boone requested that a running list be kept at the end of each Board of Overseers meeting minutes.

- (3) ACTION: A motion was made** (Baker), seconded (Boone), and voted 4-0 plus 1 vote via Skype to accept the report of the Treasurer, dated 3/2/2012.

**CEO REPORT** – R. Tozier recently attended a conference about Americans With Disabilities Act compliance. The Community House may need some upgrades, particularly the outhouse. A new one will need to be built, and a Conditional Use Permit required. When the float access ramps are replaced they will be to be ADA compliant.

**SUPERINTENDENT’S REPORT** – Crawford Taisey

- Crawford is waiting for spring so that he can start the season at the island.
- Crawford reported that the new tractor use sign-out system worked last year.
- Discussion about what kind of riding mower we might need.
- Crawford will check with Barney Baker about the progress of the public float ways plans.

**OLD BUSINESS**

- a. **BIVC Email** – All Board members are now using their BIVC gmail accounts, although at time with some difficulties. BIVC email addresses will be announced in *the Store Porch*, on bivc.net, given to Freeport, and broadcast email.
- b. **Cloud for Documents** - Tony will set up a Google Docs cloud for BIVC documents.

- c. **Texting** - Tony will set up texting for use by the two BIVC phones (boat and truck) during the season.
- d. **Landscape** – Sue and Bill will draft words for a warrant article and a charter regarding the Landscape Committee, in collaboration with Ellen Donovan.
- e. Sue will re-send MMA article re volunteer liability.

**NEW BUSINESS**

**a. Review BAC recommendations for fares, schedules, policies, other.**

The Board asked the BAC to review excursion issues and to come up with a procedure and a rate schedule charged per hour to be put into the Boat Policies.

The Board made some revisions to the Boat Manger’s Job Description, the Non-Competition Disclosure Agreement, and the Manager/Captain’s Contract.

**(4) ACTION: A motion was made** (Baker), seconded (Leland), and voted 4-0 plus 1 vote via Skype that based on criteria and recommendations from the BAC, the following fares will be in effect for the 2012 season:

- Adult Full-Fare Single Ticket \$12
- Child Full-Fare Single Ticket \$6
- Adult Ticket Book \$95
- Child Ticket Book \$45
- Adult Same-Day Round-Trip Fare \$18
- Child Same-Day Round-Trip Fare \$8
- Specials (On Hours) \$65
- Specials (Off Hours) \$150

**(5) ACTION: A motion was made** (Cooper), seconded (Leland), and voted 4-0 plus 1 vote via Skype to accept as amended the compensation for the boat captains and crew as presented by Tanya on behalf of the BAC, and to further authorize F. Baker along with Tanya to enter into any negotiations with the boat personnel necessary to implement these rates.

**(6) ACTION: A motion was made** (Baker), seconded (Cooper), and voted 4-0 plus 1 vote via Skype to accept the proposed ferry schedule as amended.

**b. C. Martens request re CABI**

C. Martens requested that the BIVC withdraw its annual donation to the CABI and restore it to a BIVC Parks and Recreation line item. Discussion followed. The Board will continue their support of the CABI through an annual donation and rely upon the CABI to allocate it among activities.

**OTHER COMMITTEES & APPOINTED OFFICIALS' REPORTS** – None at this time except:

- d. Finance Committee – Roger Leland reported that the Finance Committee will be putting together and prioritizing a capital expenditure list. Crawford and Sue will give him current and past lists.
- e. Harbormaster – Rob Taisey notified the Board of upcoming harbormaster training. It was determined that neither R. Taisey nor Ass't. Harbormaster A. Spalding need attend this year.
- g. Planning Board – Bill Cooper reported that the Board of Overseers will be requesting a Conditional Use Permit to park municipal vehicles on specified lots and has submitted a draft application to the Planning Board.
- h. Public Safety/First Aid – Rob Boone reported that they will be reviewing Freeport's knowledge of Bustins map and docks.
- i. Water Commissioner – AA Pat LaFleur reported that Laura will test BIVC wells before Memorial Day
- j. Roads – Roger Leland reported on the progress of the roads survey program.

**FUTURE MEETINGS**

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 2:20 PM.

Respectfully submitted,

M. Susan Spalding  
Acting Secretary

**Upcoming Capital Projects Suggestions:**

Float ways  
Historical Society building repairs  
Ladder at public float hammerhead  
Brewer Cottage barn  
Lawn tractor  
Brewer Cottage pump  
Water study  
Stump dump  
Brush removal  
Make Community House outhouse ADA compliant  
Schoolhouse