

**BUSTINS ISLAND VILLAGE CORPORATION**

**Minutes of the Board of Overseers Meeting**

**June 24, 2012 – 9:00 AM**

**Approved July 22, 2012**

The Board of Overseers met at 9:00 AM at the Brewer Cottage on Bustins Island, ME on Sunday, June 24, 2012. Those present were: Faith **Baker**, Chairman; Bill **Cooper**, Vice Chairman; Robert **Boone**; Roger **Leland**; and Pat **LaFleur**. Other officers/appointees present were Tony **DeBruyn**, Treasurer; Sue **Spalding**, Clerk; Linda **Sweatt**, Secretary; Crawford **Taisey**, Superintendent; Candy **Taisey**, Straight Edge Construction; Tanya **Sweatt**, BAC Chairman; and Betty **Kirkland**, CABI Treasurer.

**MINUTES**

- (1) **ACTION: A motion was made** (Baker), seconded (Leland), and unanimously voted to accept as amended the minutes of the meeting held May 27, 2012.

**PUBLIC COMMENTS**

F. Baker invited any comments from the public on issues not on the agenda.

Crawford Taisey received a call from Bill Roberts regarding use of the Community House tables and chairs for a wedding. The Board reminded Crawford to be sure the tables and chairs would not be needed for any event for the date requested.

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

Pat informed the Board that

- (1) committee budget needs are being collected and considered
- (2) the date for the Freeport/Bustins Dinner should be set
- (3) Jenny Silberman of the Historical Society will be contacted regarding the Society's interest in naming the roads.
- (4) it must direct the Clerk to post the voting documents

**CLERK'S REPORT – Sue Spalding**

Sue reminded the Board that before directing her as Clerk to post the voting documents, it had to approve the Determination of Voter Eligibility Policy amended to remove LLCs.

- (2) **ACTION: A motion was made** (LaFleur), seconded (Leland), and unanimously voted to approve the Determination of Voter Eligibility Policy as amended June 24, 2012.

- (3) **ACTION: A motion was made** (Leland), seconded (LaFleur), and unanimously voted to direct the Clerk to post the Annual Meeting Voting Procedures for 2012 and other appropriate voting documentation.

The Clerk will post all documents.

**TREASURER’S REPORT – Tony DeBruyn**

Tony distributed the Register Report for 5/25/2012 through 6/22/2012. He noted that Lesley has provided him with a picture of the log for all daily boat receipts for fares, specials, and merchandise sales. Tony mentioned a few expenses such as Port City Graphics for the Lilly B hats, Maine Municipal Association membership, and Island Surveys. He has worked with Yarmouth Payroll to be sure all is working correctly.

**(4) ACTION: A motion was made** (Leland), seconded (LaFleur), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 6/22/2012 for the period 5/25/2012 through 6/22/2012.

Tony also distributed the BIVC Fiscal Year 2011-2012 through June 22, 2012 Balance Sheet, Funds Activity, and the Statement of Revenues, Expenditures and Transfers. He discussed the forecasted expenses in the Statement of Revenues, Expenditures and Transfers seem to be right on target. A discussion ensued regarding expenses such as the ways repairs, lawn mower, Community House outhouse and repairs to the Historical Society building. The public ways repairs will be a large expense but necessary. C. Taisey stated he was waiting for more bids for this work and suggested a site visit to the ways in the afternoon.

**(5) ACTION: A motion was made** (Leland), seconded (Boone), and unanimously voted to accept the Treasurer’s report dated June 22, 2012.

**CEO REPORT – Ron Tozier**

Ron Tozier was not in attendance.

**SUPERINTENDENT’S REPORT – Crawford Taisey**

Historical Society Building – Crawford informed the Board that the south-east wall has much water damage due to rain and heavy winds. The area around the vent and gable door must be repaired. Crawford recommended new siding over the old boards. He will get estimates for new siding.

Maine Forest Service – Crawford stated that the phone in the island truck should receive the fire danger information. The truck driver can now receive text messages. So Tony will notify the Forest Service of the truck phone number.

Fire Equipment – The water pump at Leland dock has been serviced. Crawford recommended a regular maintenance plan for all the fire pumps.

Public Ways – Crawford has received only one estimate for this work. So he awaits other estimates. He emphasized the importance of using concrete which will last for at least forty years.

Community House Outhouse – A discussion ensued regarding a composting toilet versus a vault privy for the handicapped accessible toilet and the location of said toilet by extending the west side porch or using the schoolhouse. R. Boone will prepare for the Annual Meeting posing the question of using the schoolhouse or extending the Community House porch for said facility.

Steamer Dock – The replacement pylons are in. Crawford requested purchasing plastic caps for each of these pylons.

Culvert Work – Crawford mentioned the temporary ditch in front of R. Thomas property. Ron's excavator should be used to lower the ledge to get the water to run down to the run off culvert.

Grader Blade – Crawford reported that water may have caused the crack and he will look into this welding repair.

S. Spalding suggested all product information be kept on file with the Superintendent.

The Board reviewed the Superintendent's time schedule. F. Baker on behalf of the Board and islanders stated appreciation for the work done by the Superintendent.

## **OLD BUSINESS**

Mail Renewal Contract – P. LaFleur stated that the paperwork for the new four year contract has been signed. South Freeport Post Office would like copies of this boat contract.

HR Employment Paperwork Audit Update – Forms sent by KMA for completion are in the process of reviewing.

Finalize Boat Policies – B. Cooper discussed the revisions. It was noted that the boat crew will have free ridership to or from work and the boat captains may ride for free. After discussion, the decision was made that no passengers will be on the trash runs. A question arose concerning the boat captains using the Coast Guard channels.

**(6) ACTION: A motion was made** (Baker), seconded (Leland), and unanimously voted to direct the boat supervisor to direct the boat manager that all captains must use the Coast Guard designated channels.

A discussion ensued regarding the 2012 Excursion Policy recommendations handed to the Board by T. Sweatt. B. Cooper will carefully look at the three attachments to the Boat Policies to write in all revisions.

**(7) ACTION: A motion was made** (Leland), seconded (Baker), and unanimously voted to accept the May 30<sup>th</sup> Draft of the Ferry Boat Policies as recommended by the Boat Advisory Committee with Attachment 1: Fare List, Attachment 2: Freight List, and Attachment 3: Excursion Policy as revised.

BIVC CUP Hearing Update – B. Cooper stated that the paperwork has been completed for the hearing at the Planning Board meeting on July 1, 2012 at 9 AM.

## **NEW BUSINESS**

Safety Day – R. Boone informed the Board that June 30<sup>th</sup> was Safety Kick-off and actual Safety Day is scheduled for July 28<sup>th</sup>.

Historical Society Request- Janice Boyko requested the Board grant permission to serve beer and wine at the Museum opening on July 7<sup>th</sup>.

**(8) ACTION: A motion was made** (Baker), seconded (Leland), and unanimously voted to grant permission to the BIHS to serve alcohol at the museum opening on July 7, 2012.

Ridership for Golf Course Maintenance Workers – Tom Maurier and Katie Wade have organized the Golf Tournament and volunteered to maintain and mow the golf course. They have requested free ridership on the Lilly B to and from Bustins on those days they will be working at the golf course.

**(9) ACTION: A motion was made** (Baker), seconded (Cooper), and unanimously voted to grant Tom Maurier and Katy Wade free one-day ridership on the Lilly B on days they will be doing golf course maintenance.

Warrant Articles – The Board discussed the Landscape Committee remaining in the By-Laws due to pre-existing zoning issues as opposed to becoming an advisory committee only. S. Spalding and B. Cooper requested the Board rethink this issue.

Tenting – B. Cooper presented the Board with a six page draft (6/10/2012) document titled Overview of Recreational Camping and Party Tent Warrant Articles from the Planning Board. He discussed the Planning Board's concerns with tenting so revisions have been made with a table of what is allowed and what is not allowed. The Planning Board Public Hearing will be held on July 14<sup>th</sup>.

The Overseer's Articles – B. Cooper presented the island map to show and explain the acceptance of public ways by meets and bounds for Island Avenue from the island center by Brewer Cottage to the west side road. B. Cooper and R. Leland explained the acceptance of gifts of land for the pieces needed for this surveyed road portion to the west side road. They explained the need for accepted drainage easements and title clearing. The Board members expressed special thanks to B. Cooper and R. Leland for all their work on these articles.

**(10)ACTION: A motion was made** (Baker), seconded (Boone), and unanimously voted to put the Draft (6/20/2012) Warrant Articles AA through DD on the 2012 BIVC Annual Meeting Warrant.

Fireworks – The Board reviewed the Town of Freeport Fireworks Ordinance and the from the Maine State Fire Marshal’s Office, the Municipal Fireworks Ordinance List of Consumer Fireworks Prohibited And/Or Restricted for South Portland, North Yarmouth and Freeport . A fireworks display requires a permit from the Commissioner of Public Safety. After discussion the Board revised the wording of Article XIII of the BIVC By-Laws to add to the title “Fireworks” and revise wording to include sale and ignition of fireworks. The Board’s concern is for fire safety.

**(11)ACTION: A motion was made** (Leland), seconded (LaFleur), and unanimously voted to support the Warrant to amend the By-Law Article XIII by adding to the title “Fireworks” after Fire Arms and add the wording after firearm, “the sale or ignition of fireworks of any sort”.

Freeport/Bustins Dinner – The Board will suggest Tuesday, August 28<sup>th</sup> for the dinner to the Freeport officials. R. Leland will graciously allow the use of his porch again for the reception.

## **CORRESPONDENCE**

All items under correspondence have been discussed above.

Email correspondence received is stored by the Board Chairman.

## **COMMITTEE REPORTS**

**Boat Advisory Committee** – See above Finalize Boat Policies under Old Business. T. Sweatt thanked P. LaFleur and S. Spalding for their work on the mail contract. T. Sweatt has concerns regarding the BAC budget.

**Brewer Cottage Advisor** – No report.

**Finance Committee** – No report.

**Harbormaster** – Rob Taisey has been working on pins to put in the ledges to set the markers. It was recommended the Nubble ledge marker be replaced as quickly as possible.

**Landscape Committee** – No report.

**Planning Board** – See above under New Business the work on the Warrant Articles for the Annual Meeting and preparation for upcoming hearings.

**Public Safety Committee** – The child adapter for the AED has been ordered. The Safety Kick-off will be June 30<sup>th</sup>. Safety Day is scheduled for July 28, 2012.

**Roads Committee** – No report.

**Water Commissioner** – No report.

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

**ADJOURNMENT** (1:11 PM)

**FUTURE MEETING SCHEDULE**

Sunday, July 8, 2012 – 2:00 PM at the Brewer Cottage on Bustins Island, ME

Sunday, July 22, 2012 – 9:00 AM at the Brewer Cottage on Bustins Island, ME (if a meeting is necessary)

Saturday, August 4, 2012 – 9:00 AM Annual Meeting at the Community House on Bustins Island, ME (Note this is the same day as the MS Walk in South Freeport, so there may be delays.)

Sunday, August 5, 2012 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Sunday, September 2, 2012 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Sunday, October 7, 2012 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Respectfully submitted,

Linda E. Sweatt  
Board Secretary