

**BUSTINS ISLAND VILLAGE CORPORATION**  
**Minutes of the Board of Overseers Meeting**  
**July 22, 2012 – 9:00 AM**  
**Approved August 4, 2012**

The Board of Overseers met at 9:00 AM at the Brewer Cottage on Bustins Island, ME on Sunday, July 22, 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; and Tanya **Sweatt**, BAC Chairman.

**MINUTES**

(1) **ACTION: A motion was made** (Baker), seconded (Leland), and unanimously voted to accept as amended the minutes of the meeting held June 24, 2012.

(2) **ACTION: A motion was made** (Baker), seconded (LaFleur), and unanimously voted to accept as amended the minutes of the meeting held July 8, 2012.

**PUBLIC COMMENTS**

F. Baker invited any comments from the public on issues not on the agenda. No public comments made.

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

Pat informed the Board that she and T. Sweatt continue to work on the mail contract paperwork.

**CLERK'S REPORT – Sue Spalding**

Sue informed the Board that there were a number of new property owners who are voters for this year. She also informed them that the Dibrell Trust issue had been resolved.

Sue requested upgrading the old tape recorder used for the Annual Meeting to a digital voice recorder which has to be compatible with her computer.

Sue stated that it would be difficult for her and Al with the help of volunteers to hand deliver the Warrants this year. She suggested Andrew Adams be given the responsibility. The Board agreed to pay him \$50 to deliver the Warrants.

**TREASURER'S REPORT – Tony DeBruyn**

Tony distributed the Register Report for 7/6/2012 through 7/19/2012. He noted large expenses for payment to R. Tozier as CEO/LPI and Brewers for fuel, maintenance, and supplies.

(3) **ACTION: A motion was made** (Baker), seconded (Leland), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 7/19/2012 for the period 7/6/2012 through 7/19/2012.

Tony also distributed the BIVC Fiscal Year 2012-2013 Budget which included the combined actuals and the proposed budget. He stated that the Property Tax Allocation was lower due to unpaid taxes of \$3000 - \$4000.

**(4) ACTION: A motion was made** (Baker), seconded (Cooper), and unanimously voted to accept the Treasurer's report dated July 19, 2012.

Tony discussed the Proposed Budget for 2012 – 2013. He included \$2000 in the Public Safety budget for constable and police services due to safety issues which have resulted this year. Another addition to the Public Safety budget was the request for a large portable pump which would handle sea water for the hose trailer.

**(5) ACTION: A motion was made** (Baker), seconded (Cooper), and unanimously voted to accept the Treasurer's Proposed 2012 – 2013 Budget of \$241,350 for inclusion in the Warrant for the Annual Meeting.

#### **CEO REPORT – Ron Tozier**

Ron Tozier was not in attendance.

#### **SUPERINTENDENT'S REPORT – Crawford Taisey**

Public Ways – Crawford gave the Board three bids for the proposed plan for the ways repairs. The Board discussed the cost for the project and suggested receiving design proposals for repairs and quotes from the bidders. The Board recommend C. Taisey patch the ways to haul the float for this year.

Public Float – Crawford spoke to John Blood regarding checking the chains for the float. He will give Crawford a report. T. DeBruyn suggested that this be part of the regular dock maintenance.

Community House Restroom – A discussion will be presented at the Annual Meeting posing the question of using the schoolhouse or extending the Community House porch for the necessary handicapped assessable toilet to be in compliance with the Americans with Disabilities Act.

Brewer Barn – Crawford recommended cleaning up around the Brewer property and organizing any materials and equipment stored there. He also mentioned the Golf Course landing site should be cleaned up.

Big Fallen Oak – Crawford informed the Board that there is a big oak tree on BIVC property which has fallen on the Leyden property and the BIVC has been asked to clean up this tree debris. The Board members will look into this situation to determine if there is a safety issue.

Chipping Around the Fire Barn – Crawford reported that R. Taisey's chipper is now available to chip a few trees that should be taken down to allow for needed space to store

equipment and vehicles. T. DeBruyn suggested marking the trees for the Board to see how much work would be needed.

Nonhazardous Waste – Crawford repaired the outhouse sills and refastened the toilet seat at the Municipal Building outhouse. He also mentioned that Bill Butler from the DEP came to look at the nonhazardous waste disposal system. Bill Butler spoke to R. Sweatt regarding the disposal procedures and he found everything to be satisfactory. He recommended having a copy of the license in the waste trailer and on the boat.

Schoolhouse Sills – Crawford reminded the Board that the Schoolhouse sills must be replaced and volunteers were needed to help with this project.

Trash – Crawford stated that the amount of trash generated is much more than previous years. The Board discussed the need for a large trash pick up at the beginning of the season, informing islanders early enough to prepare for this pick up and the cost of rental for a dumpster.

## **OLD BUSINESS**

Mail Renewal Contract Update – See above Administrative Assistant’s Report.

HR Employment Paperwork Audit Update – The Board is getting the requested paperwork to KMA Consulting.

Warrant Articles including Budget – B. Cooper presented Bill Dale the Warrant Articles for review. B. Cooper informed the Board that after approval of the Fireworks Article, it must be given to the State and after the approval of the Tenting Article, it must be given to the DEP.

**(6) ACTION: A motion was made** (Baker), seconded (Leland), and unanimously voted to approve the Warrant of July 18, 2012 for the 2012 Annual Meeting of the BIVC.

B. Cooper then named the individuals to move each Article in the words of the Warrant and named the individuals for the presentations needed for any Articles.

Freeport/Bustins Dinner – The Annual Freeport/Bustins Island Dinner will be on August 28<sup>th</sup>. P. LaFleur will take care of the invitations and meal planning.

## **NEW BUSINESS**

Nature Center – S. Spalding notified the Board that the Nature Center is very hot. Presently there are two skylights which allow for plenty of light and also solar heating. The Board discussed solar powered ventilation for the Center.

**(7) ACTION: A motion was made** (LaFleur), seconded (Boone), and unanimously voted to appropriate up to \$1000 to purchase and install a solar powered ventilator in the Nature Center.

Indian Springs Well – S. Spalding had written a letter to the Board requesting the Board refurbish the Indian Springs well for use. The Maine Rural Services could be of help. The use of this well is important for the Bible Belt properties.

## **CORRESPONDENCE**

All items under correspondence have been discussed above.

Email correspondence received is stored by the Board Chairman.

## **COMMITTEE REPORTS**

**Boat Advisory Committee** – T. Sweatt thanked T. DeBruyn for his submission of the budget. She requested access to the financials for continual review of revenues and expenses. All employee files should be filed with the Clerk. She has counseling forms and the policies for the boat crew. There will be a laminated copy of the Boat Policies to be posted on the boat.

**(8) ACTION: A motion was made** (Baker), seconded (LaFleur), and unanimously voted to ratify the Boat Policies as amended.

**Brewer Cottage Advisors** – Kim and Jim Ryan have cleaned and vacuumed the cottage.

**Finance Committee** – The Committee will have a presentation for the Annual Meeting.

**Harbormaster** – Rob Taisey has been working on pins to put in the ledges to set the markers.

**Landscape Committee** – E. Donovan has been invited to the August 5<sup>th</sup> Board meeting to discuss issues.

**Planning Board** – The Planning Board is prepared for the presentations of the Warrant Articles for the Annual Meeting.

**Public Safety Committee** – The child adapter pads for the AED arrived. The Safety Kick-off on June 30<sup>th</sup> went very well. Safety Day is scheduled for July 28, 2012 and will be on the BIVC Broadcast.

**Roads Committee** – No report.

**Water Commissioner** – The Community House well will be retested.

**Zoning Board of Appeals** – One appeal has been filed.

**ADJOURNMENT** (12:27 PM)

**FUTURE MEETING SCHEDULE**

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