

BUSTINS ISLAND VILLAGE CORPORATION
Minutes of the Board of Overseers Meeting
August 4, 2012 – 12:45 PM
Approved September 2, 2012

The Board of Overseers met at 12:45 PM at the Community House on Bustins Island, ME on Saturday, August 4, 2012. Those present were: Faith **Baker**, Chairman; Bill **Cooper**, Vice Chairman; Robert **Boone**; Kenneth **Barrows**; and Pat **LaFleur**. Other officers/appointees present were Tony **DeBruyn**, Treasurer; Sue **Spalding**, Clerk; Linda **Sweatt**, Secretary; Crawford **Taisey**, Superintendent; Candy **Taisey**, Rob **Taisey**, and Lyn **McElwee** representing the Historical Society.

MINUTES

- (1) **ACTION: A motion was made** (Baker), seconded (LaFleur), and unanimously voted to accept as amended the minutes of the meeting held July 22, 2012.

PUBLIC COMMENTS

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

CORRESPONDENCE

7/24/12 from S. Spalding re MMA Legal Notes about Open Records and Emails

7/27/12 USPS sent more documents

7/28/12 email from Judy Hayes requesting budget

7/30/12 from USPS re Health Care

7/30/12 Following an incident, F. Baker contacted the Freeport Police to request police presence at the Annual Meeting on August 4, 2012.

8/01/12 from E. Donovan re Not available to attend the August Board meeting but there are still concerns about the responsibilities of the Landscape Committee

8/01/12 email exchanges with Jim Cassida, Freeport Town Council Chair, re new Town Manager, Peter Joseph, who will start on Sept. 17, 2012

8/02/12 call from Rich DeGrandpre requesting to bring a guest to the Annual Dinner

Email correspondence received is stored by the Board Chairman.

HISTORICAL SOCIETY PRESENTATION

Lyn McElwee from the Historical Society requested permission to post signage at specific historical sites in preparation for a Historical Walk Project for which they are preparing a small brochure to list these 10 to 15 targeted sites. She showed the Board members a mock up sign in green with white numbers and letters which will have the words “Historical Place” with the site number. The signs will be large enough to be seen from the road placed on building walls or rails. They will meet with the Landscape Committee regarding the sign placements. They plan to contact Jeff Carrier regarding the size and material for these signs.

- (2) **ACTION: A motion was made** (Baker), seconded (Barrows), and unanimously voted to approve the Historical Society’s request to place historic site signs conditional upon the final review of the list of sites.

ELECTION of BIVC OVERSEERS Chair, Vice Chair, and Secretary

Faith Baker graciously thanked the Board members for their hard work and cooperation throughout her terms as Board Chair. The Board members stated their appreciation for all of Faith’s work.

- (3) **ACTION: A motion was made** (Baker), seconded (LaFleur), and unanimously voted to elect Robert Boone as Chairman of the Board of Overseers for a one year term.
- (4) **ACTION: A motion was made** (LaFleur), seconded (Baker), and unanimously voted to elect Bill Cooper as Vice Chairman of the Board of Overseers for a one year term.
- (5) **ACTION: A motion was made** (Boone), seconded (Baker), and unanimously voted to elect Pat LaFleur as Administrative Assistant of the Board of Overseers for a one year term.
- (6) **ACTION: A motion was made** (Baker), seconded (Boone), and unanimously voted to appoint Linda Sweatt as Secretary of the Board of Overseers for a one year term.

T. DeBruyn will inform Key Bank and Yarmouth Payroll of the new Chairman of the Board. P. LaFleur will also let the U.S. Post Office know the new Chair’s address, as well as changing the email address for the new Chair. F. Baker will forward all paperwork to R. Boone as the new Chair. Rob Boone as new Chair thanked everyone for their work and continued work together. S. Spalding reminded members of the action to be taken to authorize access to the BIVC Safe Deposit Box at Key Bank in Yarmouth.

(7) ACTION: A motion was made (LaFleur), seconded (Baker), and unanimously passed that Robert Boone, an officer of this corporation, is hereby authorized to lease one or more safe deposit boxes from Key Bank of Maine from its branch located in Yarmouth, Maine, for and in the name of the Bustins Island Village Corporation, and an officer so executing such lease, and especially, in addition thereto, the Chair, Treasurer, and Clerk of this corporation, singly, shall have access from time to time to any such safe deposit boxes so leased and further, shall have the power to surrender the same or take any other action of any nature and description with regard to the same. In furtherance of this resolution, Key Bank of Maine is authorized and requested to grant access from time to time to such safe deposit boxes in accordance with this resolution until the authority hereby granted has been revoked and written notice of such revocation, signed by an officer of this corporation, has been received by Key Bank at the office where such safe deposit box is located.

ADMINISTRATIVE ASSISTANT’S REPORT - Pat LaFleur

Pat reminded the Board of the following

- (1) A copy of the new Fireworks Article must be sent to the State Fire Marshall - B. Cooper will take care of this.
- (2) B. Cooper will create the wording for the BIVC policy for fireworks.
- (3) The Planning Board will give a copy of the BIVC Tenting Article to the DEP.
- (4) The BIVC Annual Report must be sent to Freeport in August.
- (5) Ken Barrows must be given official documents.
- (6) All Committee Chairs must be contacted to remind them that new appointments and reappointments are due as of October 1st.
- (7) Revisions for the Boat Advisory Committee Charter should be considered for the Sept. meeting agenda.

CLERK’S REPORT – Sue Spalding

Sue gave the Clerk’s report at the Annual Meeting prior to this meeting.

TREASURER’S REPORT – Tony DeBruyn

Tony distributed the Register Report for 7/20/2012 through 7/25/2012. He noted this was the last of the checks written for the 2011 – 2012 Budget. He reminded the members of the closing out of the year to transfer out money to the Blue Fund and RED Fund.

(8) ACTION: A motion was made (Boone), seconded (LaFleur), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 7/27/2012 for the period 7/20/2012 through 7/25/2012.

Tony presented the Policy on Treasurer’s Authority and Disbursement Practices for authorization.

(9) ACTION: A motion was made (LaFleur), seconded (Cooper), and unanimously voted to authorize the Policy on Treasurer's Authority and Disbursements Practices.

R. Boone suggested looking into what would be involved to change the present fiscal year to the calendar year. A discussion ensued regarding the split of recording expenses. P. LaFleur stated that some people suggested renaming the Blue and RED Funds.

(10) ACTION: A motion was made (Baker), seconded (Barrows), and unanimously voted to accept the Treasurer's Report dated 7/27/2012.

CEO REPORT – Ron Tozier

Ron Tozier was not in attendance.

SUPERINTENDENT'S REPORT – Crawford Taisey

Public Ways – Crawford received a revised estimate for ways repairs from Red Fish Marine. He awaits two other estimates.

Brewer Barn – Crawford requested permission to put contractor vehicles and equipment on the Brewer property.

Big Fallen Oak – It was determined that the big oak tree on BIVC property which has fallen on the Leyden property is not a danger. The BIVC will not take any action on this.

Chipping Around the Fire Barn – Crawford suggested the Board meet to check out the trees to be cut away from the Fire Barn so the trees could be cut and chipped.

Brewer Well – Crawford informed the Board that the cost for a stainless steel deep well pipe would be approximately \$1000. He also suggested a user-friendly pump with no leathers.

OLD BUSINESS

Community House Solar Batteries – Rob Taisey informed the Board that the battery terminals corroding, which could be a potential fire hazard. He recommended replacing the batteries, which are ten years old, at a cost of \$5000 to \$10,000. The Board felt this would be a capital expense project. For now the Board would consider replacing the terminals and cables for possibly \$600-\$700. They requested an accurate estimate from Rob Taisey for these replacements. The side area where the batteries are stored under the stage is well vented but should be covered. Crawford will take care of this cover.

Mail Renewal Contract Update – The USPS contract has been finalized until 2016. All paperwork will be filed with the Clerk.

Ways Repair Project – Crawford is waiting for two other estimates on the ways repairs as he reported.

Community House Sanitary Facilities – The Board discussed the issues brought up at the Annual Meeting. The suggestion of a port-a-potty brought up concerns about the cost, cleaning, and accessibility. A straw vote showed the Schoolhouse option did not receive popular support. Again the Board discussed extending the west-side porch and receiving an estimate for the actual handicap restroom building cost.

Indian Springs Well – Tom Bahun from the Maine Rural Water Association will come to Bustins on Friday to inspect the well and area.

Contractor and other Vehicles at Fire Barn vs. Brewer Barn – F. Baker stated that contractor vehicles and equipment should be parked/stored at the Brewer Barn. C. Kitchen gave the property for the Fire Barn. So we should store fire vehicles and equipment at the Fire Barn. Contractors should be aware that their vehicles and equipment should be stored on the Brewer property.

Freeport/Bustins Dinner – The Annual Freeport/Bustins Island Dinner will be on August 28th. P. LaFleur has taken care of the invitations, meal planning, cooks, and serving and clean up volunteers.

NEW BUSINESS

Constable – The Budget contained a line item for constable for \$2000. There were two policemen hired for a minimum of three hours at \$51.77/hr. for our protection for the Annual Meeting. The Board has a 1991 Job Description for Constable. The State requires 100 hours of law enforcement training.

CABI Request – The CABI requested that people attending the Chowder Dinner be allowed to bring their own beer and/or wine. The Board discussed liability issues.

(11)ACTION: A motion was made (Baker), seconded (Barrows) to approve the request for CABI to allow individuals to bring their own beer and wine to the Chowder Dinner on September 2, 2012. The vote was one in favor and four not in favor. The motion did not carry.

COMMITTEE REPORTS

The Board waived all Committee Reports since they were all given at the Annual Meeting prior to this meeting.

ADJOURNMENT (2:55 PM)

FUTURE MEETING SCHEDULE

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