

# **Bustins Island Village Corporation**

## **Meeting of the Board of Overseers**

March 10, 2018

Approved April 7, 2018

The Board of Overseers met at 10:00 AM at the Freeport Public Safety Building on Saturday, March 10, 2018. Overseers present were: Robert **Boone** – Chair, Tanya **Sweatt** - Vice-Chair, Ken **Barrows**, and Judy **Hayes**. Other officers/appointees/contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer; Roger **Leland**, Finance Committee; and Bob **Dugan**, Chair, BAC.

**1. MINUTES. On a motion made** and seconded it was **VOTED** 4-0 to approve the minutes of February 17, 2018 as submitted.

**2. PUBLIC COMMENTS** – none

**3. CLERK’S REPORT** – Sue Spalding

All those required/requested to complete FOAA training have now done so. The Bustins Directory will be produced and distributed as last year.

**4. TREASURER’S REPORT** – Tony DeBruyn

Tony reported that there has been very little action and little change in overall status since last meeting. **On a motion made** and seconded it was **VOTED** 4-0 to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 3/9/2018 for the period 2/16/2018 through 3/9/2018.

Tony continues to look for appropriate mainland storage space for BIVC records.

**5. APPOINTED OFFICIALS’ AND COMMITTEE REPORTS**

**a. Administrative Assistant** – Pat LaFleur via written report.

**b. Superintendent** – Not present/no report at this time.

**c. CEO.** – No report at this time.

**d. BAC** – Tanya Sweatt. Reviewed service animal policy. None at this time.

**e. Brewer Property Advisor** – No report at this time.

**f. Finance Committee** – Tony has drafted a BIVC Purchasing Policy. Will review at next meeting.

**g. Harbormaster** – No report at this time.

**h. Landscape Committee** – No report at this time.

**i. Planning Board** – No report at this time.

**j. Public Safety/First Aid Coordinators** - No report at this time.

**k. Water Commissioner** – No report at this time.

**l. Webmaster** – Tony continues to update information. Is updating BIVC email addresses.

**m. ZBA** – No report at this time.

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**6. Correspondence of note**

- 2/15/18 EM/P-Mark Bower of Jensen Baird – legal matter
- 2/21/18 EM-advised Jason Carrier that we don't have estimate for volume of trash in 2017 and will record for 2018
- 2/23/18-EM-Margaret Cushing CCEMA – FEMA recruits delayed due to unprecedented number of storms
- 2/23/18-EM Faith-Firewise certification renewed, suggest July 28 for Firewise & Safety Day
- 2/23/18-EM John Noll Maine Dept of Ag - HMA grant-\$20,000 maximum.
- 2/26/18 – EM-Christine Martens requested confirmation of Barbara Eliades approval of conveyance at E109-sent
- 2/26/18-EM Kent Nelson-will attend July 28 Firewise & Safety Day – would like to chip in June
- 2/28/18-EM Dave McCoy-Barbara Eliades and Marc Woodworth did not know what they agreed to.
- 3/1/18-EM Dave McCoy-questioned if proposed conveyances intended to resolve issue for another islander
- 3/1/18-EM Margaret Cushing – FEMA Program Managers hired for Sagadahoc County. Stay tuned for Cumberland.
- 3/1/18-EM Dave McCoy –offered to move road if BIVC supplies material – informed that has been considered and rejected in past.
- 3/2/18-EM Barbara Eliades – withdrew consent to conveyance.
- 3/5/18-EM Lyn McElwee-reminder that the Post Office requires a ferry run on Tuesday after Labor Day
- 3/6/18-EM John Noll-BIVC can apply for HMA grant for landing zone –max award is \$15,000.00

7. **ACTION ITEMS.** The Board reviewed actions items.

8. **CAPITAL PROJECTS.** The Board reviewed capital projects.

**9. OLD BUSINESS**

- a. **Managing Captain Contract** – Still to be signed (Abe has been travelling.)
- b. **Boat Employee Handbook** - Bob Dugan recommends distributing it online and as hard copies, even though improvements to the Handbook will continue to be made

**10. NEW BUSINESS**

- a. **2018 Schedule and Rates for Lilly B.** – BAC. Based on last year's financials Bob Dugan presented the BAC recommendations for changes to the 2018 schedule and fare rates to ameliorate last year's \$10,000 revenue drop.  
**On a motion made** and seconded it was **VOTED** 3-0-1 abstain (Hayes) to adopt changes to the fare rates as discussed. **On a motion made** and seconded it was **VOTED** 4-0 to adopt changes to the schedule as discussed.

New rates and schedule will be distributed by the BAC.

2.

- b. Well Schedules** - Straight Edge Construction has made up 2018 well schedules and submitted to the state.
- c. Spring Newsletter topics.** Rob took topic suggestions for the Board of Overseers Spring Newsletter.
- d. Other New Business** – None.

**11. EXECUTIVE SESSION** – Pursuant to 1 M.R.S.A. §405(6)(E) **on a motion made** a seconded it was **VOTED** 4-0 to enter into Executive Session at 12:18 PM to discuss pending litigation. Executive Session ended at 12:27 PM.

**12. NEXT MEETINGS: 2018 Schedule for Board of Overseers:**

Saturday April 7	Freeport Safety Building	10AM
Sunday May 27	Brewer Cottage, Bustins Island	9AM
Sunday June 24	Brewer Cottage, Bustins Island	9AM
Sunday July 8	Brewer Cottage, Bustins Island	9AM
Sunday July 15 Approve budget, warrant	Brewer Cottage, Bustins Island	9AM
Saturday August 4, Annual Meeting	Community House, Bustins Island	9AM
Sunday August 5	Brewer Cottage, Bustins Island	9AM
Tuesday August 21	Freeport Dinner Community House, Bustins Island	6:30 PM
Sunday September 2	Brewer Cottage, Bustins Island	9AM
Sunday September 30	Brewer Cottage, Bustins Island	9AM
Saturday November 3	Freeport Safety Building	10AM
Saturday December 8	Freeport Safety Building	10AM

Note: Meetings may be cancelled or additional meetings called with due notice. Please confirm by checking BIVC.net

**13. ADJOURN.** **On a motion made** and seconded it was **VOTED** 4-0 to adjourn the meeting at 12:28 PM.

Respectfully submitted,

M. Susan Spalding, Acting Secretary