

**BUSTINS ISLAND VILLAGE CORPORATION**  
**Meeting of the Board of Overseers**  
**August 4, 2019 – 9:00 AM**  
**Approved September 8, 2019**

The Board of Overseers met at 9:01 AM at the Brewer Cottage, Bustins Island, ME on Sunday, August 4, 2019. Overseers present were: Tanya **Sweatt**, Chairman; Hank **Rauch**, Amanda **Meyer**, Judy **Hayes** and Craig **Allard**. Other officers/appointees/contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer; and Linda **Sweatt**, Secretary.

**APPOINTMENTS**

- (1) **ACTION: A motion was made** (Meyer), seconded (Hayes), and unanimously voted to appoint Tanya Sweatt Chairman of the Board of Overseers.
- (2) **ACTION: A motion was made** (Sweatt), seconded (Hayes), and unanimously voted to appoint Hank Rauch Vice Chairman of the Board of Overseers.
- (3) **ACTION: A motion was made** (Meyer), seconded (Sweatt), and unanimously voted to appoint Linda Sweatt Secretary of the Board of Overseers.

**MINUTES**

- (4) **ACTION: A motion was made** (Hayes), seconded (Meyer), and unanimously voted to accept the minutes as amended for the July 7, 2019 meeting.

**PUBLIC COMMENTS**

David McCoy, presently an Associate Member of the Planning Board, expressed his interest in becoming a voting, full member of the Planning Board. David was informed that the Board of Overseers takes under consideration recommendations for positions from the Planning Board.

**CLERK'S REPORT** – Sue Spalding

Sue informed the Board that Emma Bushman distributed all Annual Meeting Warrants with the Directory to all cottages.

Sue reminded Board members of the lawyer's notice regarding the Annual Update on Municipalities Meeting to be held on September 26<sup>th</sup>. She also reminded the Board of the Bustins report due for the Annual Freeport Town Report.

Sue presented the trimming plan to be done at Pidge's Cove. There is a print out of the trees to be removed – 13 points out of 20. CEO Barbara Skelton has approved of this trimming and removal of trees.

- (5) ACTION: A motion was made** (Sweatt), seconded (Meyer), and unanimously voted to grant permission for the tree removal by the Spaldings according to the plan approved by CEO Barbara Skelton on BIVC land at the head of Pidge's Cove.

#### **TREASURER'S REPORT – Tony DeBruyn**

Tony reminded the Board that he closed the books on July 25<sup>th</sup> for the Proposed Budget with accurate figures in preparation for the Annual Meeting. Hank questioned the closing date and stated the Board should consider a better closing date and possibly moving the Annual Meeting date.

Tony presented the Check Register Report for 7/6/2019 through 7/25/2019 noting only a few expenses. He informed the Board that he had received a check from Freeport which included the tax payment and late tax payments received. He stated that he was waiting for a \$700 check from FEMA for the State Grant for storm clean up.

- (6) ACTION: A motion was made** (Sweatt), seconded (Rauch), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 7/25/2019 for the period 7/6/2019 through 7/25/2019.

#### **APPOINTED OFFICIAL'S and COMMITTEE REPORTS:**

##### **ADMINISTRATIVE ASSISTANT'S REPORT**

Amanda Meyer reviewed the following items to be completed.

- (1) Direct new Board member to Board site for information, By-Laws, etc.
- (2) Clerk to record new Overseer form.
- (3) Clerk to appoint Deputy Clerk(s).
- (4) Clerk to record changes for signatures needed for Safe Deposit Box.
- (5) Treasurer to appoint Deputy Treasurer and renew Policy and Disbursement Practices.
- (6) Chair to request member appointment recommendations for Boards and Committees.

The Board will review the Administrative Assistant position and look at alternative options.

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

In Crawford's absence the Board discussed a few issues. The Chair cleaned up some trash which had been put out before Sunday pick up. The islander will be charged for clean-up and disposal. It was suggested that the Household Trash Guidelines be

posted on the store porch and should be possibly changed to a policy. Tony will work on this.

Sue Spalding requested a solar ceiling fan for the Nature Center. She reminded the Board that roadside trimming is needed.

The Board discussed use of the island truck, covering for Crawford, and responsibility of the emergency walkie-talkie while Crawford was not available. The idea of an assistant for the superintendent position may be considered. Charlie Johnson presently has the use of the truck with the walkie-talkie.

**CEO/LPI REPORT – Barbara Skelton**

No report at this time.

**BOAT ADVISORY COMMITTEE**

No report at this time.

**BY-LAWS COMMITTEE**

No report at this time.

**FINANCE COMMITTEE**

No report at this time.

**HARBORMASTER**

No report at this time.

**LANDSCAPE COMMITTEE**

No report at this time.

**PLANNING BOARD**

The Planning Board will meet August 18<sup>th</sup>.

**PUBLIC SAFETY COMMITTEE and FIRST AID COORDINATOR**

No report at this time.

**WATER COMMISSIONER**

No report at this time.

**WEBMASTER**

No report at this time.

## **ZONING BOARD OF APPEALS**

No report at this time.

## **CORRESPONDENCE**

7/10/19 Email from Rob Boone, Vice Chair, to Naomi Petle re: MEMA follow up on grant monies.

7/14/19 Email from Ken Barrows, Safety re: Note from Pat Gempel regarding kids and safety concern on the Steamer Dock.

7/15/19 Email from Ken Barrows, Safety re: Dock protocol for emergency and fire assistance on island per Freeport Fire Chief.

7/16/19 Email from Rob Boone, Vice Chair re: Bob Clark inquiring about dead birch trees needing to be removed.

7/16/19 Email from Naomi Petle, MEMA, to Rob Boone re: Regarding grant payment sent.

7/18/19 Email from David and Bobbi Eliades to BIVC re: Requesting no more RAP be used on island roads.

7/20/19 Email from Rebecca Dugan re: Dead tree removal with permission of CEO, not on public land.

7/21/19 Email from Judy Hayes, Overseer re: Tree removal inquiry to CEO, meeting set.

7/23/19 Email from Pat LaFleur, Admin re: Confirmed with Freeport for the August 20<sup>th</sup> date for Freeport/Bustins dinner.

7/24/19 Email from Dave McCoy re: Follow up from RAP discussion.

7/25/19 Email from Emma Hanson to BOO re: Health and safety concerns surrounding the use of RAP material.

7/28/19 Email from David and Bobbi Eliades re: Options for road maintenance materials and a compiled info sheet for RAP.

7/29/19 Email from Charlotte Kahn, Planning Bd re: Notifying BOO of grant award letter.

7/30/19 Email from Dave McCoy re: Link to RAP on BI video posted. T. Sweatt asked for documents that informed the video.

7/30/19 Email from Amy McCoy re: Contacted NE Laboratory Services about testing for water and/or soil for possible RAP contaminates.

7/30/19 Phone call T. Sweatt, Chair with A. Meyer and Attorney Mark Bower re: handling of Warrant typo.

Email correspondence is stored on Google Drive.

## **OLD BUSINESS**

Review Action Items and Capital Projects – The Board reviewed items on the action items list and Capital Projects

RAP Discussion – The Board discussed contacting Plante regarding the Material Safety Data Sheet for materials delivered to Bustins and guidelines for using the material. C. Allard reminded the Board of the August 18<sup>th</sup> meeting where complaints about the RAP materials, which have been used for decades, will be discussed. H. Rauch questioned the application and proper use of this material. He suggested setting up a Task Force to review all and possibly produce an alternative with the cost of other materials.

The members discussed soil and water testing with documentation listing specifically potential chemicals and heavy metals. J. Hayes volunteered to search the types of water testing,

- (7) **ACTION: A motion was made** (Sweatt), seconded (Meyer), and unanimously voted to create a Roads Task Force to develop a safe and affordable road maintenance plan for Bustins Island to make a recommendation to the Board of Overseers.

The Board would consider 5 to 7 people on this Roads Task Force. A charter should be prepared for the September 8<sup>th</sup> meeting.

First Aid Concerns – The Board reviewed the need to appropriately label the Emergency Room with a sign. The Emergency Room maintains health need supplies but is not staffed with medical help.

## **NEW BUSINESS**

Dock Numbers and Freeport Emergency Response – The primary response is to the Public Dock. The Public Safety Map, which Freeport has, does have the numbered docks in case of emergency location. The dock numbers will remain.

Freeport Dinner 8/20 – The reception will be at the BIHS building. Judy Hayes will check on supplies. Hank Rauch and Tanya Sweatt will take care of volunteers for set up, serving and clean up. Candy Taisey will order the food and have delivery made to ferry. Rob Boone will take care of planning the golf game.

**ADJOURNMENT (11:50 AM)**

**FUTURE MEETING SCHEDULE**

Tuesday, August 20, 2019 – 6 PM at the Community House, Bustins Island, ME for the Freeport Dinner

Sunday, September 8, 2019 – 12 PM at the Brewer Cottage, Bustins Island, ME

Saturday, October 19, 2019 – 10 AM at the Freeport Safety Building, Freeport, ME

Saturday, November 16, 2019 – 10 AM at the Freeport Safety Building, Freeport, ME

Saturday, December 14, 2019 – 10 AM at the Freeport Safety Building, Freeport, ME

Meetings may be cancelled or rescheduled – check for any changes online at [http://www.bivc.net/docs/Meeting\\_Schedule.pdf](http://www.bivc.net/docs/Meeting_Schedule.pdf)

Respectfully submitted,

Linda E. Sweatt  
Board Secretary