

**BUSTINS ISLAND VILLAGE CORPORATION**  
**Meeting of the Board of Overseers**  
**July 14, 2013 – 9:00 AM**  
**Approved August 4, 2013**

The Board of Overseers met at 9:00 AM at the Brewer Cottage on Bustins Island, ME on Sunday, July 14, 2013. Overseers present were: Robert **Boone**, Chairman; Bill **Cooper**, Vice Chairman; Pat **LaFleur**, and Ken **Barrows**. Other officers/appointees/ contractors present were Sue **Spalding**, Clerk; Linda **Sweatt**, Secretary; Crawford and Candy **Taisey** of Straight Edge Construction, Superintendent; Ron **Tozier**, CEO; and Roger **Leland**, Finance Committee Chairman.

**MINUTES**

- (1) **ACTION: A motion was made** (LaFleur), seconded (Boone), and unanimously voted to accept the minutes as amended for the meeting held June 30, 2013.

**PUBLIC COMMENTS**

There was no public comment at this time.

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

Pat had no report at this time.

**CLERK'S REPORT** – Sue Spalding

Sue requested that the island hire someone to deliver all the Warrants. The Board agreed to pay \$50.00 for the task.

Sue had looked into purchasing used fire-proof filing cabinets and new distressed ones. The Board took the following action.

- (2) **ACTION: A motion was made** (Boone), seconded (LaFleur), and unanimously voted to approve the purchase of one or two fire-proof filing cabinets not to exceed \$2000 total from Fisher James.

On July 2<sup>nd</sup> Sue provided T. DeBruyn with the Voting List to be posted on BIVC.net. Also, T. DeBruyn will purchase two rolls of Forever stamps as requested by Sue.

Sue requested a longer microphone cord for the Annual Meeting. K. Barrows will check on this.

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

Tony had no report at this time. His report will be ready for the Annual Meeting.

## **CEO REPORT – Ron Tozier**

Ron Tozier investigated a reported a violation regarding the platform structure on Lot A69. He determined that there was an illegal structure on the lot in question. Ron will send the legal owner notification of the violation and require it's removal.

## **POLICE OFFICER – Ron Tozier**

Ron had no report at this time. He requested that he have a shirt to properly identify him as Bustins Police Officer.

- (3) ACTION: A motion was made** (Boone), seconded (LaFleur), and unanimously voted to grant authority for Officer Ron Tozier to purchase police identification clothing not to exceed \$100.

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

Large Trash Pick-up – Crawford stated that the canister will arrive July 21<sup>st</sup> and all charges including the truck tipping fee will be billed to Freeport and then forwarded to the BIVC. The large trash pick-up will take place the first two weeks of August. There is to be no paint, no paint thinner, no chemicals, no household trash, no refrigerators, and all gas and oil must be drained from engines. Trash will be collected from individual's property.

Electronic Charging Area – It was suggested that the Schoolhouse be made useable for charging equipment there rather than the Community House kitchen. Further discussion is needed.

ADA Compliant Outhouse at the Community House – Only two bids have been received. During bid review technical flaws in the bid specifications came to light. These will require bids to be repeated. All bids received are without prejudice. The Board felt that the bids should specifically reference the bid specs.

Filing Cabinets – Crawford reminded the Board that the BIVC office presently contains over one ton in weight in filing cabinets.

P.O./Library/ Historical Museum Roofs – Crawford suggested cutting back tree foliage above the roof areas.

Fire Barn Roof – Crawford stated that the clearing away of the trees in the area has helped dry out the roof and that will prolong its life.

Library Window facing Playground – Crawford reported that the Library Committee is considering replacing the large window facing the playground area. B. MacDonald will price the window and submit an estimate for this work.

Wells – Crawford will treat the well at the store with Clorox and retest it after the treatment. He will put up a sign to notify everyone about the closing of the well for treatment.

## **CORRESPONDENCE**

Correspondence was waived until the August 4<sup>th</sup> meeting.

## **OLD BUSINESS**

Fiscal Year – The Finance Committee recommended against changing the fiscal year. The Board agreed to table the issue.

BIVC Centennial Celebration – F. Baker is working on the celebration

Review Projects List and Action Items – The Board quickly reviewed items on the list.

Use of the Community House – This item was waived until the August 4<sup>th</sup> meeting.

Freeport/Bustins Dinner – P. LaFleur will report on these plans at the next meeting.

Warrant – B. Cooper presented the draft of the 2013 Annual Meeting Warrant with the Consent Calendar for discussion and any revisions. The Board voted this to be the Warrant for this year's Annual Meeting subject to correction of errors if and when found.

Fiscal Year 2013 – 2014 Budget Proposal – T. DeBruyn presented the proposed budget, explained the property tax allocation for the 2013-2014 budget, and discussed capital project cost allocations. The Board discussed a few changes.

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

**Boat Advisory Committee** – No report at this time.

**Brewer Cottage Advisors** – No report at this time.

**Finance Committee** – R. Leland reported that the Finance Committee feels that the fiscal year should remain as is because changing it would cause more problems. The committee supports an audit and is reviewing cost and reporting issues. They are searching for auditors who may work conveniently with our treasurer and who has experience with small municipalities. The planned time frame is to have the audit completed for this year.

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

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

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

**Public Safety Committee** – K. Barrows stated that Ross Cudlitz recommended cutting the large oak tree by the Leland dock where the fire pump is located. It was advised that the invoice for the new portable pump be submitted for payment this fiscal year.

**Roads Committee** – 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.

**ADJOURNMENT (12:16 PM)**

#### **FUTURE MEETING SCHEDULE**

**Saturday, August 3, 2013 – 9:00 AM Annual Meeting at the Community House, Bustins Island, ME**

Sunday, August 4, 2013 – 9:00 AM at the Brewer Cottage, Bustins Island, ME

Tuesday, August 27, 2013 – 6:30 PM Dinner with Freeport Officials at the Community House, Bustins Island, ME

Sunday, September 1, 2013 – 9:00 AM at the Brewer Cottage, Bustins Island, ME

Sunday, October 6, 2013 – 9:00 AM at the Brewer Cottage, Bustins Island, ME

Saturday, November 9, 2013 – 9:30 AM at the Freeport Safety Building, Freeport, ME

Saturday, December 14, 2013 – 9:30 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