

BUSTINS ISLAND VILLAGE CORPORATION
Meeting of the Board of Overseers
September 1, 2013 – 9:00 AM
Approved October 6, 2013

The Board of Overseers met at 9:00 AM at the Brewer Cottage on Bustins Island, ME on Sunday, September 1, 2013. Overseers present were: Robert **Boone**, Chairman; Bill **Cooper**, Vice Chairman; Pat **LaFleur**, Faith **Baker**, and Ken **Barrows**. Other officers/appointees/ contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer; Linda **Sweatt**, Secretary; Crawford and Candy **Taisey** of Straight Edge Construction, Superintendent; Roger **Leland**, Finance Committee Chairman; Tanya **Sweatt**, Boat Advisory Committee Chairman; and Rob **Taisey**, Harbormaster.

MINUTES

- (1) **ACTION: A motion was made** (Boone), seconded (LaFleur), and unanimously voted to accept the minutes as amended for the meeting held August 4, 2013.

PUBLIC COMMENTS

Hank Rauch mentioned the new signs prohibiting bicyclists to ride their bikes down the hill toward the store area. A discussion ensued regarding the safety issues, not only on this area of the road but on many of the blind curve areas as well as the bike riding on the Community House porch during the Children's Square Dance. S. Spalding suggested a public meeting early in July with parents, children and truck drivers to discuss these safety issues.

ADMINISTRATIVE ASSISTANT'S REPORT - Pat LaFleur

Pat stated that the Board had to vote to close the Bustins roads from November 1, 2013 to April 30, 2014. She presented the Order of Closing for the Chairman's signature.

- (2) **ACTION: A motion was made** (LaFleur), seconded (Baker), and unanimously passed to approve the Order of Closing: Following a public hearing pursuant to Title 23 MRSA section 2953(2) and authorized by the voters of the Bustins Island Village Corporation at their Annual Meeting on August 2, 2008, and voted unanimously by the Board of Overseers at their meeting on the 1st of September, 2013, the undersigned Chair of the Board of Overseers of the Bustins Island Village Corporation, Maine hereby orders all Bustins Island roads closed from November 1, 2013 through April 30, 2014.

Pat will post the Off-season Meetings Schedule online and requested the Clerk post the meetings on the office board and at the Freeport Town Hall. F. Baker will secure the use of the Public Safety Building in Freeport for these meetings.

Pat wrote to all the Chairs of the Boards and Committees to submit the new slate of officers and members by October 1st.

Pat reminded the Board that the DEP Manifest Report is due by October 15th.

Pat displayed a sample 4" by 4" sign which the Historical Society requests be put on the historical sites for the Walking Historical Tour. The Historical Society will get permission for any signs to be placed on personal property.

(3) ACTION: A motion was made (Boone), seconded (Barrows), and unanimously voted to grant permission to the Historical Society to post signs as requested on BIVC sites.

Pat mentioned that she requested a W-9 form from Ben MacDonald who is doing the contract work on the museum building.

Pat also mentioned the transition with the new propane supplier, Suburban Propane, had created numerous problems this year. R. Leland graciously warned us that Suburban may legally cut us off at any time. Bustins Builders will continue to work on the propane issues and keep the Board informed of any developments.

CLERK'S REPORT – Sue Spalding

Sue informed the Board that on August 9, 2013 she appointed two Deputy Clerks, Annalee Pease and Peg DeBruyn. She reported how pleased she was with the new fire-proof file cabinet.

TREASURER'S REPORT – Tony DeBruyn

Tony stated that he had three or four cases of papers from the treasury position and would need to purchase a standard size filing cabinet for approximately \$500.

Tony noted that this report was the first of the new fiscal year. He presented the Register Report for 7/26/2013 through 8/30/2013 noting a few expenses such as Wentworth Rubbish for our trash removal, Northeast Emergency Apparatus LLC for the extra pieces needed for the new safety pump, and Lionel Plant Associates for gravel and large trash container hauling and rental. He mentioned that barging is getting more expensive.

(4) ACTION: A motion was made (LaFleur), seconded (Baker), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 8/28/2013 for the period 7/26/2013 through 8/30/2013.

Tony informed the Board that there was not yet any activity in Fiscal Year 2013 – 2014 Balance Sheet and the Funds Activity, which only showed the \$15,000 transferred to the Capital Maintenance Fund.

(5) ACTION: A motion was made (Baker), seconded (LaFleur), and unanimously voted to accept the Treasurer’s Report dated 8/28/2013.

CEO REPORT – Ron Tozier

Ron Tozier was not in attendance.

POLICE OFFICER – Ron Tozier

Ron Tozier was not in attendance.

SUPERINTENDENT’S REPORT – Crawford Taisey

Large Trash Pick-up – Crawford stated a bill for the second container for the large trash collection should be expected.

Gravel – Crawford reminded the Board that one load of reclaim came over in the trailer on the return trip.

Crawford informed the Board that we the BIVC gas tank is empty and he will bring over gasoline as needed.

CORRESPONDENCE

8/01/13 Email from C. Martens re: Need suggestions for Planning Board appointees.

8/01/13 Email from C. Kahn re: Draft of Comprehensive Plan update.

8/02/13 Email from J. Silberman re: Window and ocean-side wall residing estimated at \$18,000.

8/03/13 Email from Ken Barrows re: Dead tree overhanging property.

8/04/13 Conversation with John Roman re: Will assist with spec. writing.

8/04/13 Conversation with Jiffy Drew re: Will assist with spec writing.

8/05/13 Phone call from Crawford re: Second trailer for large trash pick-up is required.

8/06/13 Email from S. Spalding re: Cliff donor identified as Brian Hogan.

8/07/13 Email from P. LaFleur re: Safety Room bedding needs washing.

8/07/13 Email from Russ Cudlitz re: Pidge's Cove Report.

8/08/13 Email from B. Cooper re: Fireworks ordinance sent to State Fire Marshall.

8/08/13 Email from J. Silberman re: Grant application to be delayed while BIHS selects a new president.

8/08/13 Email from S. Spalding re: First sign on store regarding walking bike downhill is missing - will replace.

8/12/13 Email from T. DeBruyn re: Job descriptions are posted.

8/14/13 Email from Rob Boone re: Submitted report for Freeport Town Report.

8/15/13 Emails – numerous emails regarding Lilly B engine noise. Tom Ring offered to fill in an emergency when able and Abe would crew.

8/15/13 Email from C. Martens re: Whiting CUP issued.

8/16/13 Email from S. Spalding re: Replace bench at Steamer Dock. She will talk with kids about walking bikes down Merrill Hill.

8/18/13 Email from K. Barrows re: New pump arrived.

8/19/13 Phone call from Jeff Leland re: Bow hunting. Followed up with Crawford and R. Tozier for input.

8/20/13 Email from Chief Schofield re: Meeting with R. Tozier and R. Boone on Aug. 28 to discuss issues with Police Officer position.

8/20/13 Email from B. Cooper re: Issues with recharging area in Community House.

8/21/13 USPO from L. Sweatt re: Thank you for Olive's plaque.

8/26/13 Email to C. Kahn re: Comments on Comprehensive Plan.

8/28/13 Email with D. Crane re: History of custodial work at the Community House; CABI is revising their policy.

8/30/13 Invoice from Ben MacDonald for \$539 for the Historical Society building work.

Email correspondence is stored on Google Drive.

OLD BUSINESS

- Review Projects List and Action Items – The Board reviewed items on the projects list. (1) ADA Restroom – We are waiting for two designs from Al Frick for a pit privy and vault privy.
- (2) Trash removal suggestions – F. Baker suggested planning for a large trash pick-up annually.
- (3) Auditor – A recommendation for an auditor will be made by the Finance Committee by the end of 2013.
- (4) Consider MMA savings on workers comp – This may be pursued after an audit is completed.
- (5) Clean Ewing Ice Pond – This project was begun Labor Day weekend.
- (6) Updated bid on Museum siding and windows – Bid received was for \$18,000.
- (7) Non-resident mooring procedures – F. Baker will work on revisions for the mooring registration form.
- (8) Plan move of electronic charging system from the Community House to the Schoolhouse – Crawford will prepare a plan.
- (9) Remove Cliff truck, contact donor – The donor was Brian Hogan.
- (10) Designate time and place for individuals to use fireworks during Fourth of July celebration – This will be addressed later.

Upon reviewing the Capital Projects list, it was noted that the deep well pump for use at either the Brewer well or the Richardson well at a cost of approximately \$1500 would be a number one priority.

F. Baker mentioned the ladder for the public dock. She will meet with Crawford and R. Tozier regarding this ladder.

It was noted that work on the Brewer cottage windows and underpinnings must be considered.

Island Map – B. Cooper stated that this work is progressing.

BIHS Application for Grant from the Libra Foundation – This work is in progress.

Use of the Community House – The CABI officers, Debbie Crane and Susan Rauch, were present to review the draft of the Board of Overseers Community House Policy. Much discussion ensued to be sure the Board and the CABI agreed upon the responsibilities of the BIVC and the responsibilities of the CABI. All events are to be scheduled through the CABI but BIVC events, especially a legally-required meeting, will take precedence. The CABI presented its Bustins Island Community House Usage Policy and the Community House Clean Up Check List. Agreed upon revisions were made.

(6) ACTION: A motion was made (LaFleur), seconded (Baker), and unanimously voted to accept as amended the Community House Policy.

Bike Sign – The Board members agreed that parents need to support this issue. Safety is the responsibility of all the islanders.

NEW BUSINESS

Follow-up on Freeport Dinner – R. Boone stated all volunteers who participated deserved a round of applause. The Board thanked the Taisey family for a very nice reception prior to the dinner. There were no issues for discussion. The Freeport guests never realized how beautiful Bustins Island really is.

Safety Room – The Safety Committee will monitor the condition of the Safety Room and arrange for clean up as necessary.

Tree abutting Barrows – There is a large dead oak tree on BIVC property leaning toward the Barrows property. Ken Barrows is requesting permission to take down this tree.

(7) ACTION: A motion was made (LaFleur), seconded (Baker) and with a vote of four in the affirmative and one abstention to authorize the Barrows family to take down the dead oak as requested.

Historical Society Building Roof Repair – The Board acted upon the invoice submitted by Ben MacDonald to complete the needed north wall repair.

(8) ACTION: A motion was made (LaFleur), seconded (Barrows), and unanimously voted to act on the invoice submitted by Ben MacDonald for the Historical Society building north wall repair.

Community House Charging Facility – Rob Taisey informed the Board that there is charging capability using an inverter and a secondary relay would be needed. Rob believed there would be a \$100 cost for parts plus Rob's labor cost.

Use of Island Trailer – C. Johnson brought up the use of the island trailer because he barging for personal projects.

Frisbee Excavator – R. Taisey informed the Board that K. Frisbee would like to leave his small excavator and make a deal for island use. K. Frisbee must still have an annual application to have this piece of equipment on the island. The Board will wait for K. Frisbee's proposal.

Boats at the Public Float – The number of small boats which tie up to the public float seems to have increased. The Board discussed having skiff owners put their names and cell numbers on the skiff for any needed contact. The idea of a finger float was mentioned, as well as running an outhaul or dingy ties with a cable. Island owned skiffs may be considered.

JBG & H Seminar - Bill recommended that island officials attend the Jensen Baird Gardner & Henry's Municipal Client Seminar on October 3rd.

APPOINTED OFFICIALS and COMMITTEE REPORTS

Boat Advisory Committee – T. Sweatt stated that the work on the flexible coupling connecting the engine and transmission will be replaced when the Lilly B is hauled after October 12th weekend. If any emergency does arise, the Atlantic Seal may be used with Abe as deckhand and the Chebeague Island ferry could be available.

T. DeBruyn mentioned the excursion money. T. Sweatt would look into this.

Brewer Property Advisors – No report at this time.

Brush and Log Committee – R. Leland and K. Barrows will serve as Co-chairs with members R. Sweatt, C. Taisey, R. Taisey, and F. Baker. The committee must write a brief charter. The committee must consider brush and log removal by hauling, chipping, or whatever means.

Finance Committee – R. Leland reported that the Finance Committee is working on recommendations for priority expenditures as well as cost estimates for projects.

Harbormaster – R. Taisey will pull out the ledge markers for the winter.

Landscape Charter Committee – Pat, Sue and Lyn McElwee will work on a new charter for the Landscape Committee.

Planning Board – The Board is preparing for the J. Whiting CUP for porch construction. On September 2nd a meeting will be held regarding the Comprehensive Plan.

Public Safety Committee – K. Barrows mentioned that the Ewing ice pond clean-up has begun but a lot more work is required.

F. Baker made “Keep Out” signs to post on the Brewer barn because some young people have been hanging out there and it is clearly a danger. Crawford suggested that the barn could be a practice burn site in the winter time.

P. LaFleur was thanked for cleaning the Emergency Room bed linens.

Roads Committee – Crawford reported that the roads are in good shape. There is reclaim gravel for the hill to the store.

Water Commissioner – Crawford and L. Vitali retested the wells. The Richardson well has been re-cleaned.

Webmaster – T. DeBruyn reported that all updated job descriptions have been posted on the web site.

Zoning Board of Appeals – No report at this time.

ADJOURNMENT (1:09 PM)

FUTURE MEETING SCHEDULE

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

Respectfully submitted,

Linda E. Sweatt
Board Secretary