

BUSTINS ISLAND VILLAGE CORPORATION
Meeting of the Board of Overseers
November 9, 2013 – 9:30 AM
Approved January 18, 2014

The Board of Overseers met at 9:44 AM at the Freeport Public Safety Building in Freeport, ME on Saturday, November 9, 2013. Overseers present were: Robert **Boone**, Chairman; Bill **Cooper**, Vice Chairman; Faith **Baker**; Pat **LaFleur**, Administrative Assistant (via Skype); 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; Rob **Taisey**, Harbormaster; and Tanya **Sweatt**, Boat Advisory Committee Chairman.

MINUTES

- (1) **ACTION: A motion was made** (Cooper), seconded (Baker), and voted 4-0 plus one assent via Skype to accept the minutes as amended for the meeting held October 6, 2013.

PUBLIC COMMENTS

S. Spalding informed the Board that Freeport reviewed the roadways in preparation of the sea rising during storms, which could cause salt water intrusion. She mentioned the salt water intrusion of one of the island's privately-owned wells. She suggested, if possible, finishing the Bustins water study so the Board could be proactive.

Faith Baker stated that in mid-October FEMA provided a remapping for preliminary flood insurance, which implies a reassessment be done. These maps have been released to Cumberland County. Therefore, local townships should have maps. This information could affect islanders' insurance policies. R. Boone said the Planning Board is aware of this issue.

ADMINISTRATIVE ASSISTANT'S REPORT - Pat LaFleur

Pat LaFleur informed the Board that there are job descriptions which may need revising. The harbormaster job description needs to be updated.

The Charter for the Landscape Committee will be worked on.

F. Baker will work on the Charter for the Brush and Log Committee.

CLERK'S REPORT – Sue Spalding

Sue discussed with the Board her concern that trustees of trusts currently do not have to provide the same level of proof of eligibility to vote that owners do. Discussion will be continued.

TREASURER'S REPORT – Tony DeBruyn

Tony presented the Register Report for 10/03/2013 through 11/07/2013 noting a few expenses such as Hanover Insurance for \$10,653 for commercial property insurance, Chebeague Island Transport Co. for \$210 for barging the Cliff Island truck off Bustins, and payment of \$250 to Scott Dugas to haul the Cliff Island truck to Auburn. Tony mentioned that an underwriter for the insurance company made a physical inspection of commercial properties and suggested putting down wood chips under the swings and keeping check of the roofs.

A discussion ensued regarding the trash disposal expenses. Tony mentioned that Plante did the barging for the dumpsters and Reynold & Sons Disposal Service delivered and picked up the dumpsters. F. Baker suggested keeping track of the large trash costs.

(2) ACTION: A motion was made (Cooper), seconded (Boone), and voted 4-0 plus one assent via Skype to authorize the payment of checks written and submitted by the Treasurer for the pay period of 10/03/2013 through 11/07/2013.

Tony quickly reviewed a few items in the Statement of Revenues, Expenditures and Transfers. He noted that the payroll has been changed to monthly payments. The ferry's weather service and cell phones have had their services suspended.

(3) ACTION: A motion was made (Cooper), seconded (Boone), and voted 4-0 plus one assent via Skype to accept the Treasurer's Report dated 11/07/2013.

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

Public Float – Crawford informed the Board that the float was on the mooring ready to be taken to the Royal River Boat Yard and the underside of the float will be power-washed. The public runway needs to be re-stained.

Crawford suggested using a large aluminum ladder from the fire barn for the public float hammerhead.

Solar System – Rob Taisey had a gentleman service the solar.

Vehicles – All have been prepared for winter. Crawford suggested getting a decent set of seat covers for the Colorado truck.

Community House – Crawford stated that ValOil is no longer available and recommended a specialist look at the floor to suggest what would be needed.

Brewer Barn – Crawford suggested demolishing the barn or having a controlled burn. He recommended using an excavator after removing boards to clean up debris and place the debris in a dumpster. B. Cooper expressed concern about removing the boards safely. Crawford made note and he will take pictures to be sure the building footprint is noted. T. DeBruyn suggested building a platform on the footprint. Crawford will present a plan with cost estimates.

ADA Compliant Restroom – B. MacDonald submitted a sketch of an outhouse built with conventional framing, board and batten siding with metal roofing. Rob reported that CEO Ron Tozier agreed with siting the ADA-compliant restroom at the same location as the current Community House restroom. Crawford suggested putting the building on pads and skids with a ramp to the road.

R. Boone said the board will proceed to procure a building permit.

Tree Work around the Historical Society Museum Building – Shawn Clark completed the tree cutting work.

Crawford picked up the iron benches from the golf course and he suggested replacing them with composite benches. The larger benches from the public dock area and the tennis courts are stored in the Community House. He will build a bench to replace the missing one at the Steamer Dock.

CORRESPONDENCE

10/07/13 Email from K. Barrows re: Include Freeport Fire Dept. in next year's safety drill.

10/10/13 Email from K. Barrows re: Request permission to remove tree on BIVC property.

10/11/13 Email from Pat Reardon re: Thanked Board for motor vehicle permission and offered to assist in road upkeep.

10/15/13 Email from S. Spalding re: Hancock cottage is for sale, a sale will elevate the need for the Richardson well to be operational.

10/21/13 Email from Ross Cudlitz re: Invoice and requesting feedback on report.

10/23/13 Email from Charlotte Kahn re: Revised Comprehensive Plan.

10/24/13 Phone conversation with Ron Tozier re: ADA Restroom acceptable at current site, met with Shawn Clark re: tree cutting, intends to attend Nov. meeting.

10/30/13 Email from Debbie Crane re: CABI feedback on Community House Policy.

10/30/13 Email from Chris Martens re: Comprehensive Plan submitted to the state.

10/31/13 Phone conversation with Crawford Taisey re: Update on float, toured island with island insurance agent – concerns: HS roof, FB roof, and wood chips should be under swings. Candy is amenable to lease agreement for outhouse lot. New structure could be on skids.

11/03/13 Phone conversation with Dennis Hoey from the Portland Press Herald re: Expanded obituary for George Richardson.

11/05/13 Email to CABI Officers re: Ron Sweatt's estimate to treat Community House floor.

11/05/13 Email from Jenny Silberman re: BIHS Libra Foundation Grant application for ocean side wall repair and replacing windows.

11/07/13 Conversation with Crawford Taisey re: power washer approval.

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 – C. Taisey has plans and expects completion in 2014.

(2) Trash removal suggestions – nothing to report.

(3) Auditor – The recommendation should be made by the Finance Committee by the end of 2013.

(4) Consider MMA savings on workers comp and risk management– This will be pursued after an audit is completed.

(5) Clean Ewing Ice Pond – Some progress was made on Labor Day weekend but there is more cleaning to be done.

(6) Non-resident mooring procedures – F. Baker will review Harbormaster's mooring form.

(7) Run electricity from the Community House to the Schoolhouse for media center– Crawford will prepare a plan for next year.

(8) Designate time and place for individuals to use fireworks during Fourth of July celebration – This will be addressed next spring.

(9) Ladder at the Public Dock Hammerhead– Crawford suggested using an aluminum ladder from the Fire Barn.

(10) Discuss Brewer property with Kim Ryan – B. Cooper will call Kim again to get information.

- (11) Task force with Freeport for emergency response – The Board will work on this with the BAC Chair, PSC Chair and officials. No progress to date.
- (12) Provide call list for Captains to Freeport PD and FD each spring.
- (13) Stain public runway.
- (14) Quote to remove Brewer barn – Crawford will work on this.
- (15) R. Cudlitz’s Report – The Board will review this.

Island Map – B. Cooper stated that the Planning Board will meet with John Wood regarding issues and plans.

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

Community House Policy – The Board reviewed and accepted the CABI’s requested changes.

- (4) **ACTION: A motion was made** (Boone), seconded (Cooper), and voted 4-0 plus one assent via Skype to accept as amended the Community House Policy revised on November 5, 2013.

Task Force for Emergency Response, Stair Chair – The Board is considering the purchase of a stair chair to aid in removing patients from second floor when a stretcher cannot be used. .

NEW BUSINESS

Agreement with Candy Taisey to use property for ADA Compliant Restroom – The current restroom is on Lot 166-7 in Section E, which is owned by Frances (Candy) Taisey. R. Boone reported that he had reached an agreement with Candy for the use of the property. Candy signed the accompanying document to allow the ADA Compliant outhouse to be on her property.

Railing at Pidge’s Cove – In Ross Cudlitz’ report on erosion at Pidge’s Cove, he mentioned a safety issue - the railing is in disrepair. The Board will investigate replacing this railing. S. Spalding requested she be part of this discussion.

2014 Meeting Schedule – The reviewed schedule is written below.

Discussion Concerning Immediate Needs – Crawford will get a cost for a pump for the Richardson well.

There are two wells on the side of the library which are not being used. These wells should be filled in. There are also drain pipes which should be found and cleaned or replaced.

B. Cooper will look into the completion of the Ground Water Study.

Crawford suggested a metal roof on the Historical Society Museum building, the store and the fire barn. He suggested a green galvanized roof for the ADA Compliant outhouse.

APPOINTED OFFICIALS' and COMMITTEE REPORTS

Boat Advisory Committee – T. Sweatt presented the BAC's recommendation to make a bonus payment of \$1500 to the managing captain after the committee carefully reviewed his job performance and the amount of time spent beyond his captaining hours, management duties, and picking up more maintenance responsibilities , as well as learning more and more about the boat. F. Baker stated that the managing captain was picking up the information that Dave Stager had to offer. T. DeBruyn, as well, recognized the superior performance of the managing captain.

Tanya stated that the committee is working on updating policies. She informed the Board that the Lilly B is out of the water and wrapped for her winter storage.

(5) ACTION: A motion was made (Cooper), seconded (Baker), and voted 4-0 plus one assent via Skype to authorize a bonus payment of \$1500 to the Managing Captain of the Lilly B as recommended by the Boat Advisory Committee.

Brewer Property Advisors – No report at this time.

Brush and Log Committee – Co-Chair Ken Barrows mentioned what the committee had discussed at its early meeting. There was a survey from the Maine Forest Service providing a free assessment dealing with the fuel reduction chipping program. The committee will work on a long term brush collection and removal plan.

Rob Taisey mentioned the bio-char, which cooks the wood relatively inexpensively and the remaining charcoal is safer and useable. He also mentioned the use of a large chipper and the possibility of a chipping package deal for islanders as well.

Finance Committee – No report at this time.

Harbormaster – As previously stated, all ledge markers have been removed for storage.

Landscape Charter Committee – P. LaFleur, S. Spalding and L. McElwee will work on a new charter for the Landscape Committee.

Planning Board – No report at this time.

Public Safety Committee – C. Taisey reported that the AED is stored at his house.

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 (12:27 PM)

FUTURE MEETING SCHEDULE

Saturday, January 11, 2014 – 9:30 AM at the Freeport Safety Building, Freeport, ME
Saturday, February 8, 2014 – 9:30 AM at the Freeport Safety Building, Freeport, ME
Saturday, March 15, 2014 – 9:30 AM at the Freeport Safety Building, Freeport, ME
Saturday, April 12, 2014 – 9:30 AM at the Freeport Safety Building, Freeport, ME
Sunday, May 25, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Sunday, June 29, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Sunday, July 13, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Sunday, July 27, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Saturday, August 2, 2014 – 9:00 AM Annual Meeting at the Community House,
Bustins Island, ME
Sunday, August 3, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Sunday, August 31, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Sunday, October 5, 2014 – 9:00 AM at the Brewer Cottage, Bustins Island, ME
Saturday, November 8, 2014 – 9:30 AM at the Freeport Safety Building, Freeport,
ME
Saturday, December 13, 2014 – 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