

BUSTINS ISLAND VILLAGE CORPORATION
Meeting of the Board of Overseers
March 15, 2014 – 9:30 AM
Approved April 12, 2014

The Board of Overseers met at 9:31 AM at the Freeport Public Safety Building on Saturday, March 15, 2014. Overseers present were: Robert **Boone**, Chairman; Bill **Cooper**, Vice Chairman; Pat **LaFleur** via Skype, and Faith **Baker**. Other officers/appointees/contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer; Crawford and Candy **Taisey** of Straight Edge Construction, Superintendent; Roger **Leland**, Finance Committee Chairman; and Tanya **Sweatt**, BAC Chair.

1. MINUTES. On a motion made and seconded it was **VOTED** 4-0 plus one assent via Skype to accept the minutes for the meeting held February 8, 2014 as submitted.

2. PUBLIC COMMENTS – none

3. CLERK’S REPORT – Sue Spalding

- a. Sue reported that she appointed Wendy Ralph as Deputy Clerk.
- b. She has been working with the Freeport Assessor’s office to clarify records.
- c. MMA has reconfigured their website. Sue will now forward the weekly Legislative Bulletin directly to Board members. From the monthly Maine Townsman she will extract the Legal Notes to email to the Board and will direct the Board to read other applicable articles at the MMA website.
- d. She presented new voting document drafts for approval. **On a motion made** and seconded and it was **VOTED** 4-0 plus one assent via Skype to direct the Clerk to post the Annual Meeting Voting Procedure 2014 as amended. She will submit the Board of Overseers Voting Policy, incorporating “Lots and Voting”, as amended for approval at the next meeting.
- e. The Overseers determined that starting in 2015, voter eligibility qualifying documentation for a trust shall be either
 - i. An existing recorded deed showing the name of the trust and the trustees OR
 - ii. A recorded Certificate of Trust listing the name of the trust and the current trustees.
- f. There is concern over not having enough bulletin board space for BIVC-required postings. Several suggestions were offered.

4. TREASURER’S REPORT – Tony DeBruyn

On a motion made and seconded it was **VOTED** 4-0 plus one assent via Skype to authorize the payment of checks written and submitted by the Treasurer in the Register Report dated 3/13/2014 for the period 2/7/2014 through 3/13/2014. **On a motion made** and seconded it was **VOTED** 4-0 plus one assent via Skype to approve the Treasurer’s report dated 3/13/2014 as submitted.

Tony reported that he has started discussions with the auditor.

5. APPOINTED OFFICIALS' AND COMMITTEE REPORTS

- a. **Administrative Assistant** - Pat LaFleur
 - i. Pat delivered the March reminders: manifests, well schedule, boat fares, water commissioner to test wells, committee chairs for their budget needs.
 - ii. **On a motion made** and seconded it was **VOTED** 4-0 plus one assent via Skype to approve the BIVC Municipal Buildings Key Policy dated 1/27/2014 as amended 3/15/2014
- b. **CEO** – Ron Tozier. CEO was unable to attend. There are no permits to process at this time.
- c. **Superintendent** – Crawford Taisey
 - i. Change in payment procedure for the poop trailer disposal to direct billing
 - ii. Would like to paint the upper part of the float skirt boards
 - iii. A proposal from Adam Ulrickson for aluminum ways
Rob Boone requested a timeline for this year's capital improvement items.
- d. **BAC** – Tanya Sweatt
 - i. **On a motion made** and seconded it was **VOTED** 4-0 plus one assent via Skype to approve the 2014 Bustins Island Ferry Schedule and Rates.
 - ii. **On a motion made** and seconded it was **VOTED** 4-0 plus one assent via Skype to approve the BAC's recommendation to increase and contract Abraham Whittaker as in the Managing Captain's Employment Agreement dated 2/15/2014 and Non-Competition and Non-Disclosure Agreement dated 2/15/2014.
- e. **Brewer Property Advisor** – no report
- f. **Brush and Log Committee** – will report at the next meeting
- g. **Finance Committee** – Roger Leland. No report.
- h. **Harbormaster**– Bill Cooper presented a draft of the Harbormaster Job Description with proposed revisions. It will be submitted with edits at the next meeting.
- i. **Landscape Charter Committee** – No report
- j. **Planning Board** – Bill Cooper reported that the Planning Board has been working hard on the state-required Comprehensive Plan to present for approval at the 2014 Annual meeting, following a public hearing in July.
- k. **Public Safety Committee, First Aid Coordinators** – no report
- l. **Water Commissioner** – no report
- m. **Webmaster** – Tony DeBruyn updates bivc.net as needed
- n. **Zoning Board of Appeals** – no report.

6. CORRESPONDENCE

- 2/7 – Email-Bill-counsel recommends hearing for revised Comprehensive Plan prior to Annual Meeting
- 2/11-Email from Christine Martens-Coastal Erosion Control Workshop-Hampton Beach 4/10
- 2/14-Email from Kirsten Adams-Adams Inc. will return to drive the island truck
- 2/21-email from Denis Picard-eligible for a wage increase from USPS
- 3/3-email from Warren Barrows-PB meeting March 22, consider revised Comprehensive Plan
- 3/3-email from Faith-storage units
- 3/3-email Warren Barrows-Comprehensive Plan draft with comments from Phil Carey of Maine Dept. of Agriculture
- 3/11-email from Jenny Silberman – submitting Libra grant March 15, will know in the following week or two

7. OLD BUSINESS

- a. Review project list and action items – 2014
 - i. Faith reported on storage units. It was decided to move some of the heavy fireproof file cabinets from the BIVC office to the Brewer Cottage instead of renting a storage unit.
 - ii. Fireproof file cabinet – additional fireproof file cabinet is not needed at this time.
- b. Island map – Bill Cooper.
 - i. Lots and voting – see item 3d.
 - ii. Lot E 52A. Bill presented proposed changes to lots E52A and E102. The Board endorsed the proposals and gave him the authority to negotiate proposed changes with the property owner.
 - iv. John Wood will provide island map to the Freeport assessor as per the assessor's request.
- c. Groundwater modeling. The Board will read and review groundwater modeling task proposals by Ron Lewis and Carol White.
- d. **On a motion made** and seconded it was **VOTED** 4-0 plus one assent via Skype to approve the Project Bids and Contractor Policy dated March 15, 2014.

8. NEW BUSINESS.

- a. BIVC Municipal Buildings Key Policy – see item 5aii.
- b. Spring letter – Items for Board of Overseers Spring Letter were discussed. Spring Letter will be mailed to those for whom we have no email address.
- c. Any other new business. Roger Leland distributed article “High Cost of Coastal Flood Damage”. Cottage insurance concerns on Bustins were discussed. Information will be solicited from cottage owners to determine scope of problem.

9. FUTURE MEETINGS

Saturday, April 12, 2014 – 9:30 AM, Freeport ME Public Safety Bldg

2014 meeting schedule:

Saturday April 12	Sunday August 3
Sunday May 25	Sunday August 31
Sunday June 29	Sunday October 5 (on-island/off-island?)
Sunday July 13	Saturday November 8
Sunday July 20	Saturday December 13
Saturday August 2, Annual Meeting	

The meeting adjourned at 1:15 PM.

Respectfully submitted,

M. Susan Spalding
Acting Secretary