

**Bustins Island Village Corporation
Meeting of the Board of Overseers
May 25, 2014 – 9:00 AM
Approved June 29, 2014**

The Board of Overseers met at 9:00 AM at the Brewer Cottage on Bustins Island, ME on Sunday, May 25, 2014. 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; Ron **Tozier**, CEO and Police Officer; Roger **Leland**, Finance Committee Chairman; Rob **Taisey**, Harbormaster; and Tanya **Sweatt**, Boat Advisory Committee Chairman.

MINUTES

- (1) **ACTION: A motion was made** (LaFleur), seconded (Barrows), and unanimously voted to accept the minutes as amended for the meeting held April 12, 2014.

PUBLIC COMMENTS

Bob Dugan donated to the BIVC a weather station device possibly to be placed at the top of the public dock for recording wind speed and direction, temperature, humidity, rain fall, highs and lows with a display unit which could be kept in the store porch window for the public to view.

- (2) **ACTION: A motion was made** (Baker), seconded (LaFleur), and unanimously voted to graciously accept Bob Dugan's donation of the weather station device.

Linda Sweatt informed the Board that there were problems with Suburban Propane regarding propane sales for Bustins Island. Bustins Builders LLC was in the process of looking into other vendors while trying to meet Suburban's requirements. A sign will be posted to note that no propane is presently available. The Board offered to contact Suburban on behalf of Bustins Builders.

ADMINISTRATIVE ASSISTANT'S REPORT - Pat LaFleur

Pat LaFleur informed the Board that the appropriate paperwork had been found with the requested information for the USPS contract for the Lilly B to transport the island mail.

Pat reported the following list of items:

1. Notices and calendars have been posted for the season.

2. Reminded the Board that Warrant Articles for the Annual Meeting are due.
3. The BIVC Calendar has been posted.
4. Pat will contact Freeport officials regarding the Freeport/Bustins Dinner date of the third Tuesday in August.
5. Details will follow regarding the large trash pick-up for the last week in July and the first week of August.

CLERK'S REPORT – Sue Spalding

Sue requested the Board review the Draft 140521 of the Voting Policy.

- (3) ACTION: A motion was made** (Baker), seconded (Cooper), and unanimously voted to accept the revised Draft 140521 of the Voting Policy.

Sue informed the Board that on April 19th she administered the oath for Barbara Skelton as Alternate CEO/LPI for Bustins.

TREASURER'S REPORT – Tony DeBruyn

Tony presented the Register Report for 4/10/2014 through 5/22/2014 noting only a few expenses such as payments for gasoline, drug testing cost reimbursement, and that Yarmouth Payroll will start weekly payments when the ferry starts. He stated that the Verizon Data Plan and the SquareUp account have been set up for the ferry's iPhone and an additional checking account with TD Bank was opened to receive money from credit card transactions. He redesigned the ferry log to distinguish between cash and credit card payments.

- (4) ACTION: A motion was made** (Baker), seconded (Barrows), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer for the pay period of 4/10/2014 through 5/22/2014.

Tony distributed the Fiscal Year Balance Sheet and the 2013-2014 Funds Activity dated 5/22/2014 stating the only change was the addition of the Credit card account which was opened with a \$200 deposit. The auditors met with Tony to begin the process. Tony spent one hour giving them background information on Bustins and five hours checking our accounting system. Tony expects a preliminary report within a week or two.

- (5) ACTION: A motion was made** (Baker), seconded (Boone), and unanimously voted to accept the Treasurer's Report dated 5/22/2014.

CEO REPORT – Ron Tozier

Ron stated that there were no CEO issues at this time. He did inform the Board that he left Chebeague as CEO/LPI and Barbara Skelton left North Yarmouth as CEO/LPI.

POLICE OFFICER – Ron Tozier

Ron had no report at this time.

SUPERINTENDENT’S REPORT – Crawford Taisey

Public Float – Crawford said the dock is in good condition.

Wells – All three were tested but the Ewing well did not pass. The pump for the Bible Belt (Richardson) well is on the island and will be installed.

Crawford noted that the lights are all working, benches are ordered, and there is a new seat cover for the Colorado truck. He mentioned that the Honey Wagon will hopefully be on the island next week pending barging.

The Board thanked Crawford as all were grateful for his work.

CORRESPONDENCE

4/15/14 Email to BIHS that BIVC will proceed with Museum side and windows project.

4/20/14 Email from Ross Cudlitz re: Sent revised Pidge’s Cove report.

4/23/14 Phone call with Crawford re: Public float has been installed and tree on Tennis Court.

4/25/14 Meeting with Freeport Police and Fire regarding Emergency Response.

5/08/14 Email from F. Baker re: Tom Maurer will be mowing the Golf Course.

5/08/14 Phone call from T. DeBruyn re: Discussed 3% surcharge for credit card charges.

5/12/14 Email from Ken Barrows re: Indian pumps have been placed by the roadside, Leland Pump operational, GMC and Dodge filled with water.

5/15/14 Email from Warren Barrows re: Planning Board Warrant Articles for the Annual Meeting.

5/15/14 Email from Capt. Abe re: Confirmation of 8 AM special for May 25 for BIVC meeting.

5/15/14 Email from Dennis Picard at USPS re: Please inform him when BOO Chair changes.

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 – \$10,000 approved for Straight Edge Construction to rebuild. (2) Bible Belt (C. Richardson) Well - \$1,800 approved for purchase and installation of pump. (3) Municipal Building Roof – estimated \$7700 for shingles versus \$9000 for metal roof. (4) Fire Barn Roof – estimated \$6700 for shingles versus \$8000 for metal roof. The Board discussed having a steel metal roof on the Fire Barn – possibly a dark green.

(6) ACTION: A motion was made (Boone), seconded (Cooper), and unanimously voted to approve a capital expense not to exceed \$8000 for metal roofing on the Fire Barn.

(5) Remove Brewer Barn – Crawford spoke to C. Johnson about Mr. Johnson’s proposal to remove the Brewer Barn. Crawford is concerned about the safety of the proposal that would just use a tractor and feels an excavator would also be needed.

(6) Water Study - \$800 quoted to update software and \$8,915 to update model.

(7) Schoolhouse – Run electricity from Community House.

(8) Pidge’s Cove Railing – Straight Edge Construction will replace this railing with cedar railing for \$1725.

(7) ACTION: A motion was made (Boone), seconded (Cooper), and unanimously voted to accept the bid of \$1725 from Straight Edge Construction to replace the railing at Pidge’s Cove.

Island Map – B. Cooper stated the work is continuing and there are a few lots yet with which to be dealt.

Groundwater Modeling – B. Cooper informed the Board that Carol White and Ron Lewis will be invited to a future meeting.

NEW BUSINESS

Reappointment of Police Officer – The Board would like to reappoint Ron Tozier as Police Officer. Ron accepted reappointment.

(8) ACTION: A motion was made (Boone), seconded (LaFleur), and unanimously voted to appoint Ron Tozier as Police Officer.

APPOINTED OFFICIALS' and COMMITTEE REPORTS

Boat Advisory Committee – Chair Tanya Sweatt informed the Board that the products for sale will be tote bags, shirts and flashlights. She posed the question about charging sales tax for merchandise.

Tanya stated that Abe, Peter, Kyle, and Lesley were all captaining the Lilly B for 2014 and all of last year's deckhands were returning along with one more new deckhand.

Rob Taisey suggested having a season pass for residents. Tanya informed all that the BAC had discussed this but felt the books of tickets were appropriate for all.

Brewer Property Advisors – No report at this time.

Brush and Log Committee – F. Baker presented the Charter for the Brush and Log Committee. The Board made a few revisions.

(9) ACTION: A motion was made (Baker), seconded (Boone), and unanimously voted to accept the Brush and Log Committee Charter as amended.

F. Baker also presented the list of committee members for appointment as follows: Ken Barrows, Co-chair (2017); Roger Leland, Co-chair (2015); Ron Sweatt (2016); Rob Taisey (2017); Faith Baker (2015); and Crawford Taisey as Superintendent.

(10) ACTION: A motion was make (Boone), seconded (Cooper), and unanimously voted to move the slate of members for the Brush and Log Committee as listed.

Faith and Ken explained the Phase One of BIVC brush chipping and the preparation costs amounting to approximately \$3500. The brush is to be piled along the road with all ends pointing to the road in 4 foot lengths. For individual brush chipping there are two chippers available: R. Tozier's for up to 6 inch logs and R. Taisey's for up to 12 inch logs with each having a cost per hour for machine use and labor. S. Spalding recommended removing unneeded chips from the island.

(11) ACTION: A motion was made (LaFleur), seconded (Baker), and unanimously voted to approve Phase One of the BIVC brush chipping not to exceed \$3500.

The Brush and Log Committee looked into needed equipment in addition to a chipper, it also recommended a root grapple. Crawford recommended purchasing the root grapple for \$2200 because it would be a good tool for picking up and moving logs. T. DeBruyn stated this would be a capital equipment purchase.

(12) ACTION: A motion was made (Baker), seconded (Barrows), and unanimously voted to propose the expenditure not to exceed \$2200 to purchase a root grapple and associated accessories as a capital purchase.

Finance Committee – Chair Roger Leland stated that the Finance Committee was in favor of the Brush and Log Committee report.

Harbormaster – R. Taisey stated that the buoys have been placed but the buoys need upgrading.

Landscape Charter Committee – P. LaFleur stated that work on a new charter for the Landscape Committee is pending.

Planning Board – The Planning Board is looking at a State grant to research and fund the purchasing of materials to protect Pidge’s Cove. Estimates are pending on the work.

Warren Barrows is working on the Comprehensive Plan.

Public Safety Committee – K. Barrows reported that the Leland fire pump part has been ordered to use two 50 foot sections of hose and the stair chair has been purchased. Members of the committee met with the Freeport Police and Fire to discuss the emergency response procedures.

The committee will submit a proposal regarding safety measures for the 4th of July Parade to the Board.

S. Spalding mentioned the Bike Safety meeting. She will set up the meeting for parents and youngsters.

Roads Committee – No report at this time.

Water Commissioner – L. Vitali tested all three wells. The new pump for the Richardson well will be put in and the water will be tested.

Webmaster – No report at this time.

Zoning Board of Appeals – No report at this time.

ADJOURNMENT (12:06 PM)

FUTURE MEETING SCHEDULE

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 20, 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
BIVC Board Secretary