

**Bustins Island Village Corporation
Meeting of the Board of Overseers
June 29, 2014 – 9:00 AM
Approved July 13, 2014**

The Board of Overseers met at 9:01 AM at the Brewer Cottage on Bustins Island, ME on Sunday, June 29, 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; and Roger **Leland**, Finance Committee Chairman.

MINUTES

(1) **ACTION: A motion was made** (LaFleur), seconded (Cooper), and unanimously voted to accept the minutes as amended for the meeting held May 25, 2014.

PUBLIC COMMENTS

Debbie Crane, Chair of the CABI, requested permission from the Board to have a fireworks display for the 4th of July Celebration.

(2) **ACTION: A motion was made** (LaFleur), seconded (Baker), and unanimously voted to grant permission to the CABI to set off fireworks for the 4th of July Celebration.

ADMINISTRATIVE ASSISTANT’S REPORT - Pat LaFleur

Pat LaFleur informed the Board that (1) the large trash pickup is scheduled for July 28th through August 9th; (2) the Manifest for the DEP has been filed; (3) the voting information and voting list will be posted; and (4) the Freeport/Bustins Dinner is scheduled for Tuesday, August 19th. F. Baker suggested giving each of the Freeport guests a Lilly B flashlight. Board members thought that was a good idea. Faith will get the flashlights for presentation to the guests.

CLERK’S REPORT – Sue Spalding

Sue requested that a filing cabinet be moved from the office to the Brewer Cottage.

Sue is compiling an information packet for Trusts needing to comply with the Voting Policy. The Board discussed the voting status of a non-property owner, who is claiming Bustins Island as a legal residence. Members agreed that a non-property owner claiming Bustins Island as legal residence and requesting a ballot for any BIVC meeting must provide the same documentation as required to vote in Freeport, ME, except listing Bustins Island, ME as legal residence.

TREASURER'S REPORT – Tony DeBruyn

Tony presented the Register Report for 5/23/2014 through 6/26/2014 noting expenses such as payments to (1) Straight Edge Construction for the ADA Compliant Outhouse; (2) Kathy Stager for drug testing cost reimbursements; (3) David Dickison for the purchase of the new battery for the AED; (4) Brewer South Freeport Marine for the Lilly B spring repair, overhaul and prep; (5) CABI for the annual donation for recreation expenses; and Island Surveys for road surveys and recording fees.

(3) ACTION: A motion was made (Baker), seconded (Cooper), and unanimously voted to authorize the payment of checks written and submitted by the Treasurer for the pay period of 5/23/2014 through 6/26/2014.

Tony distributed the Fiscal Year Balance Sheet and the 2013-2014 Funds Activity dated 6/26/2014. After a review of the financial Statement of Revenues, Expenditures and Transfers, Tony stated he was working on the Estimate to the Fiscal Year column but most accounts are on track. Tony stated that credit card use on the Lilly B is going well.

Tony continues to work with the auditor. He noted that the Treasurer makes reports on the basis of the BIVC Board of Overseers monthly meetings. He noted that the credit card sales are recorded separately.

(4) ACTION: A motion was made (Boone), seconded (Barrows), and unanimously voted to accept the Treasurer's Report dated 6/26/2014.

Tony stated that TD Bank requires two new resolutions, one for the Credit Card Checking Account and one for the Available Funds Money Market Account.

(5) ACTION: A motion was made (Cooper), seconded (Boone), and unanimously voted to move in the words of the TD Bank Resolution for the BIVC Credit Card Checking Account as stated in Attachment A.

(6) ACTION: A motion was made (Cooper), seconded (Boone), and unanimously voted to move in the words of the TD Bank Resolution for the BIVC Available Funds Money Market Account as stated in Attachment B.

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

Brush Chipping – Crawford reported that a brush chipper will be barged over by Chebeague Transportation for a cost of \$400 each way for one day of chipping on July 23rd. He is planning to have a trailer on the barge as well.

ADA Compliant Community House Outhouse – Crawford stated that the outhouse is almost finished and will be ready for July 4th weekend.

Fire Barn Roof – Crawford informed the Board that the roof was completed. In addition he replaced a fascia board.

Pidge's Cove Fencing – Crawford will be installing the new fencing. He requested permission to cut shrubbery at the fence area.

Crawford informed the Board that the brush grapple is at Chad Little's. He picked up needed oil filters for H. Kirkland's lawn tractor used by the BIVC. He used Kirkland's lawn mower tractor because his is no longer operational.

CORRESPONDENCE

5/28/14 Phone call from Crawford re: \$150.00 to weld trailer hitch to trailer.

5/28/14 Email from Ken Barrows re: Maine Forest Service – update Community Wildfire Protection Plan and day of chipping.

5/28/14 Email from Pat LaFleur re: met with Suburban, requesting more documents and wanting to sell to Bustins Builders. Spoke with Chebeague vendor who would sell to Bustins Builders. .

5/30/14 Email with Ken Barrows re: Will change chipping program. Use MFS day on individual piles first, then BIVC will provide chipping for remaining individual piles and BIVC piles.

6/02/14 Email from Donna Baker re Wants better communication on propane situation.

6/02/14 Email from Kevin Petrie re: PB continuing work on Pidge's Cove project.

6/09/14 Email from Riki Morgan re: Will give files from previous water study to B. Cooper.

6/12/14 Email to F. Baker from Randall Wade Thomas to connect with Keith Fletcher from ME Coast Heritage Trust and Katrina Van Dusen from Freeport Conservation Trust re: Fund raising to acquire the Goslings.

6/13/14 Email from Chris Martens re: PB submission for 2014 Annual Meeting Warrant will be Comprehensive Plan update only.

6/18/14 Email to Bill Dale re: Audit letter.

6/22/14 Conversation with Patrice Kastenzholz re: Permission granted for wine to be served at the BIHS opening.

6/23/14 Conversation with Jeff Carrier re: Remove old Community House outhouse to store to replace that one.

6/25/14 Email from P. LaFleur re: Sent draft of Landscape Committee Charter.

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 – Straight Edge Construction has almost completed the building.

(2) Bible Belt (C. Richardson) Well – Pump purchased – Crawford will pump out the well.

(3) Municipal Building Roof – Historical Society building roof is on hold.

(4) Fire Barn Roof – Metal roof has been installed.

(5) Remove Brewer Barn – Due to the safety issues, an orderly process using proper equipment and a means to remove the debris. B. Cooper requested firm numbers to complete this job.

(6) Water Study – BIVC Board will meet with people involved at the Brewer Cottage on Saturday, July 12th at 9 AM.

(7) Schoolhouse – Plan to run electricity from Community House. Crawford has asked Rob Taisey for an estimate to have this work done.

(8) Pidge's Cove Railing – should be done in a few weeks.

(9) Large Trash Pick-up – July 28 through August 9. F. Baker will put up a sign with information.

(10) Purchase Grapple – Brush grapple is ready to be purchased.

(11) BIHS Building Windows – awaiting a new estimate.

(12) Oak Tree Trimming – More trimming of the oak tree branches over the Historical Society building is needed.

Island Map – B. Cooper stated the work is continuing.

Groundwater Modeling – B. Cooper informed the Board that Carol White and Ron Lewis will be at the July 12th meeting.

Propane - The Board realizes that Bustins Builders LLC is working with Suburban Propane to better serve the Bustins community. The Board is supportive of all efforts made on behalf of the Bustins residents for securing the delivery for our propane needs.

NEW BUSINESS

2014 Annual Meeting - The Board reviewed a draft warrant and discussed the proposed Warrant Articles. Acceptance of a proposed revised Comprehensive Plan submitted by the Planning Board is the only proposed substantive article in addition to those required for routine annual administration.

APPOINTED OFFICIALS' and COMMITTEE REPORTS

Boat Advisory Committee – No report at this time.

Brewer Property Advisors – No report at this time.

Brush and Log Committee – Committee has made the arrangements for the Maine Forest Service “Fuel Reduction Chipping Program”. Forms are available at the post office. Suggestions were given regarding fire prevention and clearing areas. It was noted that the DEP overrules the MFS recommendations concerning vegetative clearing issues in the Shoreland District.

Finance Committee – No report at this time.

Harbormaster – The Board requests cost of replacing all markers.

Landscape Charter Committee – P. LaFleur stated that previous members felt they were not qualified to guide islanders about DEP Shoreland regulations. Therefore, the responsibilities of the Landscape Committee have been simplified. Pat presented the draft of the Landscape Committee Charter. A few revisions were made for the final Charter. S. Spalding mentioned the importance of monitoring the flora and fauna of the island. It was suggested that the curator of the Nature Center be a standing member of the Landscape Committee.

R. Leland suggested a nature walk to inform islanders.

Planning Board – The Planning Board informed the Board that due to the extensive work on the Comprehensive Plan of 95 pages, there would be no Articles dealing with the roads for the Warrant this year.

Public Safety Committee – K. Barrows reported that the parade safety measures to be put in place was to have the North Yarmouth fire truck first in the 4th of July Parade and no candy should be thrown during the parade.

There is still a need for more hose.

S. Spalding mentioned the Bike Safety meeting is planned for July 12th.

Ken noted that Safety Day will be on July 26th.

Roads Committee – No report at this time.

Water Commissioner – All wells were tested two weeks ago. The Bible Belt well did not pass but will be pumped out and retested.

Webmaster – F. Baker reminded Tony to post the Chipping Form and the Comprehensive Plan on the BIVC site.

Zoning Board of Appeals – No report at this time.

ADJOURNMENT (12:07 PM)

FUTURE MEETING SCHEDULE

Saturday, July 12, 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