

**Bustins Island Village Corporation
Meeting of the Board of Overseers
August 2, 2015 – 9:00 AM
Approved September 6, 2015**

The Board of Overseers met at 9:01 AM at the Brewer Cottage on Bustins Island, ME on Sunday, August 2, 2015. Overseers present were: Robert **Boone**, Chairman; Bill **Cooper**, Vice Chairman; Pat **LaFleur**, Ken **Barrows**, and Roger **Leland**. Other officers/appointees/ contractors present were Sue **Spalding**, Clerk; Tony **DeBruyn**, Treasurer; Linda **Sweatt**, Secretary; and Crawford and Candy **Taisey** of Straight Edge Construction, Superintendent.

ELECTION OF OFFICERS AND APPOINTED OFFICIALS

- (1) **ACTION; A motion was made** (Leland), seconded (LaFleur), and unanimously voted to elect Rob Boone as Chairman and Bill Cooper as Vice Chairman of the Board of Overseers.
- (2) **ACTION: A motion was made** (Boone), seconded (Cooper), and unanimously voted to appoint Pat LaFleur as Administrative Assistant to the Board.
- (3) **ACTION: A motion was made** (Boone), seconded (Cooper), and unanimously voted to appoint Linda Sweatt as Secretary of the Board.

MINUTES

- (4) **ACTION: A motion was made** (Boone), seconded (LaFleur), and unanimously voted to accept the minutes as amended for the meeting held July 12, 2015.
- (5) **ACTION: A motion was made** (Boone), seconded (Cooper), and unanimously voted to accept the minutes as presented for the meeting held July 19, 2015.

PUBLIC COMMENTS

No public comment at this time.

ADMINISTRATIVE ASSISTANT'S REPORT - Pat LaFleur

Pat reminded the Board:

- (1) that the Safe Deposit Box forms for any new signatures must be completed.
- (2) that she will contact Committees and Boards for a list of members and Chair appointments to be completed prior to October 1st.
- (3) of the preparation and needs for the Freeport/Bustins Dinner on August 25th.
B. Cooper will host the Reception at the BIHS. R. Leland will contribute drinks for the reception. R. Boone will help prior to the dinner. P. LaFleur will take care of the food and paper products.

CLERK'S REPORT – Sue Spalding

Sue reminded the Treasurer of the appointment of the Deputy Treasurer, who must be bonded and sworn in for duty.

TREASURER'S REPORT – Tony DeBruyn

Tony reminded the Board that he closed the books for the Annual Meeting report and budget. Therefore, no bills have been paid since the last meeting.

He presented the Treasurer's Authority and Disbursements Practices Policy for the Board's approval.

- (6) **ACTION: A motion was made** (Boone), seconded (LaFleur), and unanimously voted to approve the Treasurer's Authority and Disbursements Practices Policy.

Tony informed the Board that he received a letter from RHR Smith & Company that they are willing to do the 2014-2015 Audit for the same amount as last year.

- (7) **ACTION: A motion was made** (Cooper), seconded (Boone), and unanimously voted to engage RHR Smith & Company to prepare the audit for 2014-2015.

CEO REPORT – Ron Tozier

There was no report at this time.

POLICE OFFICER'S REPORT – Ron Tozier

There was no report at this time.

SUPERINTENDENT'S REPORT – Crawford Taisey

Crawford mentioned the need to replace the posts for the volleyball court. He will get the posts and place them for the net. He also mentioned the need to replace the large picnic table at the golf course. The Board asked Crawford to replace the posts but felt the picnic table was a CABI item.

Honey Wagon – R. Sweatt had informed Crawford that the honey wagon needed to be taken off island for content dumping. Crawford will arrange this and coordinate with other debris removal and bring over sand, etc.

Firewise Program – Crawford stated that all went well on chipping day and that more chipping must be done as was done last year. He will speak to R. Tozier to use his chipper at \$50/hr. to complete the chipping.

Historical Society Building – Crawford would like to order the windows for the museum. Straight Edge Construction will present a quote.

Public Runway – Crawford stated that the staining will be done in the fall.

CORRESPONDENCE

7/09/15 Email from P. LaFleur re: Need to record vote to hire truck driver in the future.

7/09/15 Email from L. Larrabee re: Editorial corrections to draft warrant.

7/09/15 Email from W. Barrows re: Continuance of PB hearing set for July 11.

7/10/15 Email from C. Martens re: Mumfords would like to proceed with donation of lots to BIVC in 2015.

7/12/15 Email from W. Barrows re: Inform PB Chair of Board vote re: Street X.

7/14/15 Email from R. Leland re: He will prepare deeds for Mumfords.

7/15/15 Email from Kip and Jeanne Shields re: Start conversation about portion of cottage on island road.

7/16/15 Email from W. Barrows re: PB will meet to reconsider recommending acceptance of Street X.

7/17/15 Email from Gus MacDonald re: Appreciation for permission to bring well-driller after September 15.

7/17/15 Email to Pete Pellerin of Maine Island Energy re: Thanking him for visit.

7/22/15 Email from C. White re: Prepare summary, question about X/Y coordinates on 2006/2008 data table.

7/23/15 Email from Darby Mumford re: Deeds need to be revised, owner is Fred Jenks Trust and trustees are Darby, Pat Jenks and Vicki Wells.

7/24/15 Email from F. Baker re: Contact lists on Freeport website are outdated.

7/24/15 Email from Kevin Petrie re: Edward Jones proposing investments for Casco Fund.

7/27/15 Email from F. Baker re: Incorrectly listed as Overseer on directory and announce Firewise at Annual Meeting or Freeport Dinner.

Email correspondence is stored on Google Drive.

OLD BUSINESS

Review Projects List and Action Items/Follow Up – The Board reviewed items on the projects and follow up lists.

Motor Vehicle/Large Equipment Applications – The Board reviewed the Motor Vehicle/Large Equipment Application and updated the policy with a notice of lockout of large vehicles from June 15 – September 15.

(8) **ACTION: A motion was made** (Leland), seconded (Barrows), and unanimously voted to approve the revised Motor Vehicle/Large Equipment Application.

Groundwater Monitoring – Carol White submitted a report and will continue monitoring the groundwater samplings. She proposed further water sampling and suggested another 25 wells be tested. A broadcast will be sent to islanders to inform them that individual water testing will be done by Carol White for a \$50 fee per water test. The BIVC will collect the water testing fee and results will be given to individuals. B. Cooper suggested having the locations of present wells and septic systems be shown on the island map by John Wood, who would be compensated for this work.

NEW BUSINESS

2015 Annual Meeting Follow Up – The Board members agreed that the Annual Meeting went very well. An approved and signed map should be filed with the Clerk. B. Cooper will contact John Wood.

Island Directory – An island directory was left at each cottage with the Annual Meeting Warrant. People appreciated receiving the directory. The remaining directories are being sold at the post office. P. LaFleur will inquire if CABI may be interested in selling the directory as a fund raiser next year. It was suggested that business advertisements for a fee may be put in the directory to help with the printing expense.

Freeport/Bustins Dinner – Plans made for August 25th dinner. See above under Administrative Assistant's report.

Propane – Pete Pellerin from Maine Island Energy, who supplies propane for several Casco Bay Islands, would like to present his propane delivery proposal in August.

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 – No report at this time.

Finance Committee – The Treasurer received information and proposals for the investment of the Casco Fund through a professional house. The Treasurer and the Finance Committee will recommend investment options to the Board.

Harbormaster – No report at this time.

Landscape Charter Committee – P. LaFleur presented the changes to the Landscape Charter.

(9) ACTION: A motion was made (Leland), seconded (Cooper), and unanimously voted to approve the changes to the Landscape Committee Charter.

Planning Board – W. Barrows will not accept being reappointed to the Planning Board. The Planning Board is still working on completing the Comprehensive Plan.

Public Safety Committee – No report at this time.

Water Commissioner – C. Taisey reported that the Ewing well has been tested twice and he feels the rotting plant material from the ice pond may be affecting the well.

Webmaster – No report at this time.

Zoning Board of Appeals – The Board received a request for paper work for Lot A-69.

ADJOURNMENT (10:30 AM)

FUTURE MEETING SCHEDULE

Sunday, September 6, 2015 – 9:00 AM at the Brewer Cottage on Bustins Island, ME

Sunday, October 4, 2015 – 9:00 AM (on-island or off-island?)

Saturday, November 7, 2015 – 9:30 AM at the Freeport Safety Building in Freeport, ME

Saturday, December 12, 2015 – 9:30 at the Freeport Safety Building in 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