

**Bustins Island Village Corporation
Meeting of the Board of Overseers
September 6, 2015 – 9:00 AM
Approved October 31, 2015**

The Board of Overseers met at 9:00 AM at the Brewer Cottage on Bustins Island, ME on Sunday, September 6, 2015. Overseers present were: Robert **Boone**, Chairman; Bill **Cooper**, Vice Chairman; Pat **LaFleur**, and Ken **Barrows**. Other officers/appointees/contractors present were Sue **Spalding**, Clerk; Linda **Sweatt**, Secretary; and Crawford and Candy **Taisey** of Straight Edge Construction, Superintendent; Ron **Tozier**, CEO and Police Officer; and Tanya **Sweatt**, BAC Chair.

MINUTES

- (1) **ACTION: A motion was made** (LaFleur), seconded (Barrows), and unanimously voted to accept the minutes as amended for the meeting held August 2, 2015.

PUBLIC COMMENTS

No public comment at this time.

ADMINISTRATIVE ASSISTANT’S REPORT - Pat LaFleur

Pat reminded the Board:

- (1) that all went well at the Freeport/Bustins Dinner, for which 42 people attended.
- (2) that the Non-hazardous Waste Manifest was due October 25, 2015. Crawford stated that this had been completed.
- (3) that she contacted Committees and Boards for a list of members and Chair appointments to be completed prior to October 31st.
- (4) that action must be taken for the annual road closing order, which must be posted at the store bulletin board, the Community House, and the Freeport Town Hall.

- (2) **ACTION: A motion was made** (Cooper), seconded (Barrows), unanimously voted for the following Order of Closing: Following a public hearing pursuant to Title 23 MRSA section 2953(2), and authorized by the voters of the Bustins Island Village Corporation at their Annual Meeting on August 2, 2008, and voted unanimously by the Board of Overseers at their meeting held on the 6th of September, 2015, the undersigned Chair of the Board of Overseers of the Bustins Island Village Corporation, Maine hereby orders all Bustins Island roads closed from November 1, 2015 through April 30, 2016.

CLERK’S REPORT – Sue Spalding

Sue will post the Order of Closing at the Freeport Town Hall. She mentioned the inadequate size of the BIVC bulletin board on the store. Crawford will look into making a new larger bulletin board for the store to the left of the post office window.

Sue informed the Board that the printer in the Bustins office does not work. Ken Barrows will follow up to check the solar system batteries used for the emergency room and the office.

The Clerk will keep all approved Motor Vehicle Forms.

TREASURER'S REPORT – Tony DeBruyn

Tony was not in attendance for the meeting but he had emailed his Treasurer's Report. R. Boone reviewed the check register for 7/10/2015 through 8/25/2015. He mentioned a few payments that were made such as the Lilly B radar repairs, legal work costs for the warrant and code violation work, and chains for the public float.

(3) ACTION: A motion was made (Barrows), seconded (Cooper), and unanimously voted to authorize the payment of checks written and submitted for the pay period of 7/10/2015 through 8/25/2015.

CEO REPORT – Ron Tozier

Ron has walked around the shore and noted some vegetation cutting and dumping. Mike Morse from the DEP will come to Bustins in the fall.

Ron mentioned that John Carrier has filed an appeal of his notice of violation. The Zoning Board of Appeals will meet in the spring regarding this appeal.

POLICE OFFICER'S REPORT – Ron Tozier

Two Freeport police officers came to the island after receiving a call regarding a family disturbance. No arrests were made and one family member left the island.

SUPERINTENDENT'S REPORT – Crawford Taisey

Crawford replaced the posts for the volleyball court and R. Sweatt put up the net. He priced picnic tables to replace the large picnic table at the golf course and the playground. For an 8 foot table the cost would be \$140. Some members felt the CABI should be notified about the needed picnic tables. B. Cooper will speak to CABI officers regarding the purchasing of two picnic tables for \$140 each.

Honey Wagon – The Honey Wagon was barged back to Bustins along with a load of reclaim for the roads, sand for the golf course outhouse, and horse manure for composting. Crawford said the woodchips did not hold the moisture needed for composting. He will continue with the composting, which seems to be working well.

Brewer Cottage – Crawford informed the Board that the Brewer roof should be scheduled for replacement.

Steamer Dock – Crawford informed the Board that the concrete abutments need replacing. He will contact a Prock to get an estimate.

Vehicles – Crawford stated that he put a new battery in the GMC fire truck and replaced two 10 foot pieces of suction lines. The Public Safety Committee budget will pay for this equipment. Crawford plans to have vehicles shut down by November 1st and the public float will be pulled.

Pagers – Crawford informed the Board that two new pagers are needed because the pagers can no longer be serviced. The Public Safety budget will purchase them but they will wait for Freeport’s upgrade to be sure our pagers will be compatible. Freeport has provided pagers to be used in the interim.

Water Testing – Carol White tested 42 wells including the BIVC wells.

CORRESPONDENCE

8/03/15 Phone call from Pete Pellerin re: Sweatt’s cell phone number.

8/04/15 Email from Carol White re: Update and invoice for \$800 (with \$543 for 2014, is balance of \$300 still available?).

8/04/15 Email from D. Mumford re: Additional info for Mumford deeds – will advise R. Leland.

8/04/15 From Kim Bohlen re: Clambake and fire truck approved.

8/05/15 Emails with M. Coyle, C. Martens and W. Barrows re: Coyle building application.

8/06/15 Email from Carol White re: All set to start collecting samples (initial list of 24).

8/08/15 Email from T. DeBruyn re: He has started receiving checks for well testing, which he will hold until results are given.

8/13/15 Email from Carol White re: First day of testing went great 25 of 30+ completed. Crawford was a big help.

8/14/15 Email from T. DeBruyn and R. Leland re: Insurance may cover volunteers but enough of a question; CABI should get coverage if concerned.

8/17/15 Phone call from Pete Pellerin re: Ready with a proposal - can meet with islanders on Sept. 6th.

8/20/15 Phone call from Larry Girard of Tri Town News re: Issues for Freeport dinner?

8/21/15 Email from Josh Clarke re: Propane from Sow and Pigs.

8/21/15 Email from Warren Baker re: Received application for appeal from John Carrier.

8/26/15 Email from Diane Jellis re: Back on-line and wants to continue doing broadcasts.

8/28/15 Email from T. DeBruyn re: Register reports on line.

9/02/15 Email from Carol White re: Will return 9/3 for more testing (4 left).

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:

Municipal Building Roof – Straight Edge Construction presented an estimate to replace the roof with a seamed metal roof for a cost of \$11,400. This work will begin the first or second week of October.

(4) ACTION: A motion was made (Cooper), seconded (Boone), and unanimously voted to authorize \$11,400 for the installation of a metal roof for the Historical Society Museum building by Straight Edge Construction.

Crawford presented an estimate to replace the windows and siding on the ocean side of the museum building at a cost of \$21,105. Members of the Historical Society will prepare the interior to protect important museum items.

(5) ACTION: A motion was made (Cooper), seconded (Boone), and unanimously voted to authorize \$21,105 to replace windows and siding on the ocean side of the Historical Society Museum building.

Schoolhouse – Crawford stated that the building needs the walls cleaned out, which will be next year's work. S. Spalding suggested preserving a portion of the wall with Plexiglas to be left to show the original construction for historical purposes.

Outhouse at the Golf Course – Crawford will place the outhouse this fall.

Public Runway – Crawford stated the runway will be stained in the fall.

Island Directory – S. Spalding informed the Board that Claire Stager is willing to help with business advertisements for the Directory. The ad would consist of five lines with the company name, person in charge, services, and phone number. P. LaFleur suggested putting the BIVC web site address on the front page.

NEW BUSINESS

Freeport Dinner Follow Up – The Board members agreed that the Freeport Dinner/ Meeting went very well.

Recognize Public Safety Committee – Pat LaFleur presented to the Board a written document recognizing the Public Safety Committee to be included in the September meeting minutes. S. Spalding will forward copies to Freeport officials.

- (6) ACTION: A motion was made** (LaFleur), seconded (Cooper), and unanimously voted to include recognition for the Public Safety Committee for the Bustins Public Safety Day in the September meeting minutes.

Recognition for the Public Safety Committee:

The Board of Overseers recognizes **Ken Barrows and Jim Boyko and the Public Safety Committee** for the outstanding Safety Day held in August. Thanks to their informative and hands-on demonstrations, islanders left feeling better prepared to respond to fire and medical emergencies.

Their invited speakers, Freeport Fire Chief Conley and member of his team demonstrated the steps that follow when a 911 call is placed from the island. They also showed the proper methods to administer CPR and use the island's defibrillator. They also assisted islanders in getting a fire pump to draw water from the ocean as well as demonstrated the correct use of the fire hose.

Islanders also received suggestions of what they can do at the outset of an emergency while waiting for help to arrive from Freeport.

J.B.G. & H Seminar – R. Boone stated he was interested in attending this Seminar held on September 24th. He reminded members if they were interested in attending, they must register by September 11th.

Public Access Officer – Sue Spalding presented the information for public access and the Freedom of Information training. She would be willing to act as Public Access Officer.

(7) ACTION: A motion was made (Boone), second (Cooper), and unanimously voted to appoint Sue Spalding as Public Access Officer through October 31, 2016.

Other Business – Roger Leland is recuperating after surgery. Sue Spalding will send flowers to Roger from the BIVC.

A discussion ensued regarding the October meeting planned for October 4th. The Board agreed to cancel the October 4th meeting and November 7th meeting. They decided to make the next meeting date on October 31st at 10 AM in Freeport and keep the December 12th meeting date.

APPOINTED OFFICIALS' and COMMITTEE REPORTS

Boat Advisory Committee – Chair Tanya Sweatt informed the Board that the Lilly B had been hired for five specials for Robin Wade's son's wedding on September 19th. The issue with the radar system was resolved for now. Bob Dugan would like to upgrade the system as a safety issue. He will set up a proposal. Tanya reviewed the process to log (record) ferry information, including fares, workers and other pertinent information. There is no need for multiple logs. The Captain's log will be maintained on the iPad via Square, which is secure. There must be a process for providing that information to the supervisor for analysis, background reporting and payroll info.

The BAC is still working on updating handbooks.

Brewer Property Advisors – No report at this time.

Brush and Log Committee – No report at this time.

Finance Committee – No report at this time.

Harbormaster – No report at this time.

Landscape Committee – No report at this time.

Planning Board – On September 19th there will be a hearing for the Coyle Conditional Use Permit application.

Public Safety Committee – Ken Barrows will inventory the equipment. Crawford stated that the Indian pumps are becoming obsolete but useful on Bustins. Dave Dickison will get a new battery for the AED.

Water Commissioner – Carol White will be completing the well testing this month.

Webmaster – No report at this time.

Zoning Board of Appeals – The Board will meet in June regarding the appeal for a violation notice for Lot A-69.

ADJOURNMENT (10:57 AM)

FUTURE MEETING SCHEDULE

Saturday, October 31, 2015 – 10:00 AM at the Freeport Safety Building in Freeport, ME

Saturday, December 12, 2015 – 10:00 AM 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