

**Planning Board**  
**Bustins Island Village Corporation**

**To:** Planning Board Members and Associates      **Date:** September 4, 2016  
**From:** James R. Boone, Secretary      **Corrected:** November 19, 2016  
**Copies To:** CEO, Appeals Board, Board of Overseers,      **Approved:** November 19, 2016  
Clerk, and LPI  
**Subject:** Minutes of the September 4, 2016 meeting

The meeting was held at the Community House, Bustins Island, Freeport Maine. Present were Chair Christine Martens, Associate Member James Boone, William Cooper, John Woods (guest) and Barbara Skelton, the CEO. The meeting was called to order at 9:08am.

1. The Chair appointed associate members James Boone and William Cooper to vote for this meeting.
2. **Proposed Island Map and Other Info** -John Wood updated the Board on the well and waste disposal map project. The progress and property owner's willingness to help was discussed. John felt most property owners were agreeable to assist in the locating process.

John explained that the contour lines including the 250' set back from the shoreline on the most recent island map needed to be corrected, using the new information provided by LIDAR. John Woods will update the map with the LIDAR measurements.

There was discussion of the new wells that are proposed to be drilled on the Island. A proposal to drill 10 wells is currently being discussed by the Board of Overseers. Discussion included the risk of saltwater intrusion.

John will continue to gather well and waste disposal locations to update the map. The chair requested a copy of the BIVC Map (accepted August 6, 2016) for all planning board members and the latest draft map with proposed revisions for the chair and William Cooper. John and the board discussed what the appropriate timing would be to record the maps at the Cumberland County Registry of Deeds.

It was concluded that a recording should be made after any major updates to the map are approved at Annual Meeting. William Cooper requested that the BIVC map be revised to reflect that lots E61 and E62 should be shown completely in the Resource Protection District as voted at this year's annual meeting.

3. **Opening Remarks** - The chair welcomed William Cooper as Associate Member. The Chair appointed James Boone Secretary.
4. **Approval of Minutes** - The minutes from the July 17, 2016 were tabled until the next Planning Board Meeting.
5. **CEO/LPI Status Report** - Barbara Skelton, the CEO gave a brief CEP/LPI status report. She discussed the Tennis Court structure, and advised on some tree cutting in the area of the new structure. She mentioned completing the Mike Coyle building permit. The fee structure was discussed to cover advertising fees for people who have repeatedly requested hearings.
6. **Comprehensive Plan** - The Department of Agriculture, Conservation and Forestry approved the Comprehensive Plan and found it consistent with Maine's Growth Management Act.
7. **Correspondence Regarding Shore Stabilization** - The Chair read Charlotte Khan's correspondence with the state about shore stability. The Chair will follow up with Troy Berry for more details
8. **New Business** – The chair relayed to the board that Craig Allard was interested in serving on the Planning Board. Chris will recommend Mr. Allard for appointment to the BIVC Overseers in the event that Jeff Leland does not want to serve another term.

The next meeting was tentatively scheduled for November 5, 2016 at 10am. The location will be the Freeport Public Safety building, small conference room. James Boone will book the room and confirm with the Chair.

#### **To Do List (Old then New)**

1. The Chair to send PDF to James Boone
2. James Boone to continue search for term "Low Water Line" in the Zoning Ordinance.
3. Charlotte Kahn to continue to work with Ali Taisey on Action Item #1 on the Comp Action Plan for 2014.
4. Charlotte Kahn to update Overview for new member document.
5. Rodger Leland continues to work with John Wood on a survivorship plan, including IP rights and Island access editable files. Jeff Leland to pursue form agreement with John Wood for future rights to his Bustins material.
6. Barbara Skelton to look into the Zoning Ordinance Amendment for the various criteria to allow for the variance criteria for the CEO.
7. Chapter 1000 shore land zoning, newly adoptive REQs incorporated into BIVC zoning.