

Planning Board
Bustins Island Village Corporation

To: Planning Board
From: James Boone, Secretary
Copies To: CEO, Appeals Board, Board of Overseers, Clerk
Subject: Minutes of the April 8, 2017 meeting

Date: April 21, 2017
Corrected: May 28, 2017
Approved: May 28, 2017

Minutes Approved by the Planning Board

The meeting was held at Freeport Public Safety Building in Freeport Maine. Present were members Chairman Bill Cooper, Dave Gosnell, Charlotte Kahn, Associate Members, Craig Allard, James Boone and Barbara Skelton CEO. The meeting was called to order at 10:04 a.m. The chair appointed associates James Boone and Craig Allard as voting members for the meeting. The chair distributed an agenda and draft minutes from the March 11, 2017 meeting.

Barbara Shelton introduced Nick Adams as a possible candidate for CEO backup to Barbara. Nick is the CEO of Poland Maine and Chebeague Island. Nick gave a brief description of his credentials and background. Nick and Barbara, then excused themselves and went to the BOO meeting down the hall for a similar introduction of Nick to the Board of overseers. Barbara returned shortly after she had departed.

1. Approval of Minutes – The minutes from the March 11, 2017 were approved with corrections.
2. Review of follow up action items – Several action items were discussed and removed from the list having been completed.
 - 1) **Charlotte Kahn** to contact **Ali Taisey** to inquire as to whether she is still available to work on management plan for invasive species. Reference Bustins Island Comprehensive Plan (page 44 section 9). Ali Taisey will have a report for discussion and review for the start of the summer.
 - 2) **Charlotte Kahn** and **Jim Boone** to update Overview for new member document. Jim will request from Chris Martens a copy of the current “New Member Document”
 - 3) **Dave Gosnell** will contact John Woods to arrange a “walk around” to assist in well locations this spring. John Woods is currently on vacation and will be back in May.
 - 4) **Jeff Leland** will work with **Chris Martens** and **Charlotte Kahn** to identify on-going Action Items from the Comprehensive Plan, not listed by year. Charlotte had completed the project and presented for review. *This item will be removed.*
 - 5) **Jeff Leland** to inquire with **Roger Leland** and John Woods to confirm that all paper work and deed filings for the road acceptance program are complete leaving only the “unacceptance” of some sections.

6) **Bill Cooper** to contact Bill Dale about Rosemary Thomas's well and other road issues. Bill has completed this task and it will be removed. *This item will be removed.*

7) **Chris Martens** to contact Pat Reardon to see his progress on the Permit by Rule for Garfield. Chris was not able to attend the meeting, Barbara did report that she has been informed that Pat Reardon has received his Permit by Rule and will discuss later in the meeting. *This item will be removed.*

8) **Chris Martens** to contact Marge Garfield and see how far along she is in the process of filing for the needed Permit by Rule. Chris was unable to attend the meeting.

9) **Jim Boone** to contact BOO Chairman Rob Boone and get specific information on the approval of the Garfield Step Project. Jim will also invite Rob on the site walk, which will take place on Memorial Day Weekend. *New Item added to list.*

10) **Barbara Skelton** to contact Pat Reardon and get all related information on the Permit By Rule that he received for the Garfield Step Project. *New Item added to list.*

11) **Bill Cooper** and **Barbara Skelton** to work on updating the Building Permit application. They will contact Tony DeBruyn about the permit on the BIVC web site. *New Item added to list.*

12) **Bill Cooper** and **Barbara Skelton** to work on updating the building permit application shown on the BIVC web site. They will follow up with Tony DeBruyn about having the building permit more accessible on the BIVC web site. *New Item added to list.*

3. Upcoming Hearings – The hearing date for pending CUP applications was set for June 10, 2017 and will take place at the Community House on Bustins Island Maine at the times as shown.

9:15 a.m. Garfield Shoreline Stairs Relocation and Replacement on Lot A-33 and/or Lot A-35: Barbara Skelton reports that Pat Reardon has been issued a Permit By Rule on April 1, 2017 subject to Chapter 305, Section 2 of Maine DEP. The BOO has also given their permission for the steps to be located on BIVC property. The permission is reflected in the BOO Meeting minutes of October 2016. Barbara has suggested that the Planning Board does a site walk (scheduled for Memorial Day Weekend 2017), she feels that the location chosen may not be the best environmentally. Jim Boone has agreed to contact the BOO Chairman, Rob Boone and get confirmation on their approval and invite him on the site walk. Barbara Skelton will contact Pat Reardon and get all the information from the DEP application.

9:30 a.m. Spalding Deck addition to an existing cottage on Lot C-1, C-2, and/or C-3

4. CEO/LPI Status Report–Barbara informed the board that John Carrier III, has inquired about a sub-surface plumbing permit on Lot A-69. A discussion on Chapter 1000 and the application of it to the Bustins Island Zoning Ordinance is on-going. The sections of particular concern to Barbara Skelton, CEO, as relevant to Bustins Island are: Non-Conforming structures and how that would apply to Bustins. Timber Harvesting and which option of the suggested options are best for Bustins. Hazard Trees and what that would entail for Bustins Island. The last section is Disability Variances and how to apply

that to the Bustins Zoning Ordinances. The Board sub-committees will prepare their reports for the July 16, 2017 Planning Board Meeting.

5. Engineering Data Continuity Plan, IP Rights- Roger Leland has secured an agreement between John Woods and the BIVC. John or his estate will be paid \$8,400.00 upon his retirement or death for all work he has completed on behalf of Bustins Island.
6. Comprehensive Plan 2016 Action Items Update- Charlotte Kahn has emailed a summary of the Comp Plan Action Items Key Priorities 2011-2020. She completed the report too late to bring to the meeting; so, she e-mailed each board member a copy of the report for their review. Charlotte had suggested a sub-committee be formed to review the items and make a presentation at the Annual Meeting. Charlotte and Dave Gosnell have agreed to work together as the sub-committee.
7. Shore –Stabilization Update – Charlotte is awaiting the draft report from the Cumberland Soil and Water.
8. Roads Unaccepted – Bill Cooper passed out a map showing which roads are being reviewed to be unaccepted.
9. New Business – No new business was brought before the Planning Board.
10. Set date for next meeting – The next meeting was set for May 28, 2017 at 9:00 am to be held at the Bustins Island Community House

The meeting was adjourned at 12:35 a.m.

Respectfully submitted,

James Boone, Secretary