



Bustins Island Village Corporation

Established 1913

**Meeting of the Board of Overseers
September 14, 2024 @ 10:00AM
Community House & Via Zoom**

In Attendance:

Overseers: Bob Canu, Ali Bushman, Jeff Leland, Chris Zook (via Zoom), Craig Allard (via Zoom)

Jason Sweatt (Treasurer & Webmaster, joined briefly) Phil Taisey (CEO & Island Superintendent), Ken Barrows (Island Administrator), Emma Bushman (Secretary), Jane Packer, Jayne Rowe, and Matthew Rowe

I. Acceptance of BOO Meeting Minutes from July 20 and August 4, 2024, August 3rd Annual Meeting, and September 10th Public Hearing Minutes

A. Motion to accept the July 20th, 2024 meeting minutes

- 1. Bob Canu - Yes*
- 2. Ali Bushman - Yes*
- 3. Craig Allard - Yes*
- 4. Chris Zook - Yes*
- 5. Jeff Leland - Abstain (joined late)*

B. July 20th, 2024 meeting minutes are approved

C. Motion to accept the August 3rd, 2024 meeting minutes

- 1. Bob Canu - Yes*
- 2. Ali Bushman - Yes*
- 3. Craig Allard - Yes*
- 4. Chris Zook - Yes*
- 5. Jeff Leland - Abstain (joined late)*

D. August 3rd, 2024 meeting minutes are approved

E. Motion to accept the August 4th, 2024 meeting minutes

- 1. Bob Canu - Yes*
- 2. Ali Bushman - Yes*
- 3. Craig Allard - Yes*
- 4. Chris Zook - Yes*
- 5. Jeff Leland - Abstain (joined late)*

Bustins Island Village Corporation

- F. *August 4th, 2024 meeting minutes are approved*
- G. *Motion to accept the August 11th, 2024 Public Hearing minutes*
 - 1. *Bob Canu - Yes*
 - 2. *Ali Bushman - Yes*
 - 3. *Craig Allard - Yes*
 - 4. *Chris Zook - Yes*
 - 5. *Jeff Leland - Abstain (joined late)*
- H. *August 11th, 2024 Public Hearing minutes are approved*

II. Treasurer's Report Review, and approve

- A. Discussion regarding budget reporting and current bookkeeping methods
- B. Looking to get an ongoing budget report throughout the year as well as current fund balances
- C. Jason will take a look and see how generating an ongoing budget report would work
- D. *Motion to approve the Register Report as of 9/10/24 in the amount of \$91,096.28*
 - 1. *Bob Canu - Yes*
 - 2. *Ali Bushman - Yes*
 - 3. *Craig Allard - Yes*
 - 4. *Chris Zook - Yes*
 - 5. *Jeff Leland - Yes*
- E. *Register Report as of 9/10/24 in the amount of \$91,096.28 is approved*

III. Old Business

- A. Erosion - Road to Steamer Dock - Updates/Mike Morse report/LPA
- B. Freeport dinner recap: next year/invite to Freeport
 - 1. Went well, big thank you to Jane Packer and Jayne Rowe for their help
- C. Harbormaster: Mooring issue: next step
 - 1. Bob has had conversations with both parties
 - 2. Hoping for private resolution, if not the Board of Overseers has the ability to issue a final decision in the result of an appeal being submitted
 - 3. Discussion regarding mooring registration process
- D. Golf Course Projects
 - 1. Discussion regarding golf course upkeep requests
 - 2. Will revisit in spring of 2025
- E. Brewer Cottage
 - 1. Looking to come up with a budget/quote for the restoration
- F. Update on Underpinnings at Store
 - 1. Issues as a result of excess moisture

Bustins Island Village Corporation

2. Discussion regarding repair process/timeline
3. Will be installing drainage, starting process in spring of 2025

G. Any other old business

1. Discussion regarding Shoreline Erosion Committee next steps

IV. New Business

A. Meeting schedule for remainder of 2024/discuss 2025 schedule

1. October 19th, 10am (Zoom)
2. November 24th, 6:30pm (Zoom)
3. December 15th, 6:30pm (Zoom)
4. Will discuss 2025 schedule later this fall

B. Lilly B warranty and Owners Manual engine purchase

1. New engine purchase came with an included one year warranty
2. \$4,500 additional 5-year warranty (effective April 2025) available
3. Looking to acquire owners manual as well, costs \$600 from dealership or \$300 for digital link
4. Will purchase warranty and see if dealership will throw in the manual for free
5. *Motion to allocate up to \$5,100 for extended 5-year warranty and owner's manual for new Lilly B engine*
 - a) *Bob Canu - Yes*
 - b) *Ali Bushman - Yes*
 - c) *Craig Allard - Yes*
 - d) *Chris Zook - Yes*
 - e) *Jeff Leland - Yes*
6. *Motion passes*

C. Erosion Project/Martens/Abutters project

1. Discussion regarding Martens/Abutters project

D. Large Trash Pickup wrap up

1. Phil will continue to collect what is out
2. Discussion regarding large trash pickup

E. Dogs policy/incident: reminder in Spring

1. Discussion regarding dog incident and leash policies
2. Bob spoke with owner to discuss next steps
3. Will include a reminder regarding policies in Spring newsletter

F. Appoint Secretary for new year

1. Emma will be continuing on as secretary, but only for a partial term due to graduation/study plans

Bustins Island Village Corporation

2. Last meeting will be in February, will need to find a replacement by the new year to allow her to train/transition
3. *Motion to appoint Emma Bushman the secretary for a partial term (through February 2025)*
 - a) *Bob Canu - Yes*
 - b) *Ali Bushman - Yes*
 - c) *Craig Allard - Yes*
 - d) *Chris Zook - Yes*
 - e) *Jeff Leland - Yes*
4. *Motion passes*

G. Clerk: FOAA trainings

1. Discussion regarding FOAA trainings

H. Employee Evals.

1. Ali and Ken are working on questions for these
2. Very informal, more meant as a feedback channel

I. Any other new business

1. Discussion regarding hiring Pat Reardon to do the final chipping
2. \$2,000 rate/day (only need one day)
3. *Motion to approve hiring Pat Reardon to do chipping for the amount of \$2,000 in the fall of 2024*
 - a) *Bob Canu - Yes*
 - b) *Ali Bushman - Yes*
 - c) *Craig Allard - Yes*
 - d) *Chris Zook - Yes*
 - e) *Jeff Leland - Yes*
4. *Motion passes*

V. Island Administrator Report

A. Monthly Admin Task List

1. <https://docs.google.com/spreadsheets/d/1Qm8ZplEkMGSOprUn3gTriJH6nD8bNMdT/edit#gid=239883277>

B. Chipping for the Fall/ Pat R

C. Freeport Report? end of Sept

1. Short discussion regarding Freeport report

D. Public Hearing Minutes.....Posted?

E. Directory/Petition

1. Discussion regarding directory distribution methods (online vs. paper)

Bustins Island Village Corporation

2. Bob will reach out to Claire to discuss further, will revisit at a later date

F. Grant Update with neighboring islands

1. Discussion regarding joint island grant proposal idea

VI. Superintendent Report

A. Fall Closing Schedule: Roads, docks, etc.

1. *Motion to close all roads from November 1st 2024 through April 30th 2025*

- a) Bob Canu - Yes*
- b) Ali Bushman - Yes*
- c) Craig Allard - Yes*
- d) Chris Zook - Yes*
- e) Jeff Leland - Yes*

2. *Motion passes*

B. Community House: Leak and Solar Panel update

1. Discussion regarding roof repair methods and solar panel update timeline

C. Shoreline Erosion Report

- 1. Phil had a discussion with Mike Morse, our erosion consultant, who sent over a report of his findings that can be found [here](#)
- 2. Detailed next steps needed for repairs
- 3. Most concerning spot is the road down by the Tidal Pool (need DEP approval for more extensive repairs)
- 4. Will move forward with getting quotes for suggested repairs

D. Hazard Trees on Shoreline/Requests

- 1. Islanders should contact Phil directly with questions about hazard trees
- 2. Can obtain verbal permission from CEO (Phil) to take those down

VII. Appointed Officials, Employee & Committee Reports

- A. Boat Advisory Committee
- B. Erosion Committee
- C. Brewer Cottage Advisor
- D. By-laws Review Committee
- E. Code Enforcement Officer - Oaths Complete?
- F. Harbormaster - Moorings & Bustins Harbor - Andy Spalding
- G. Landscape Committee
- H. Planning Board (CUP scheduled for Sept 29 - Martens project)
- I. Public Safety Committee - New Fire Hoses Purchased? Pumps from Freeport
- J. Water Commissioner
- K. Webmaster

Bustins Island Village Corporation

L. Zoning Board of Appeals

VIII. Correspondence of Note

IX. Running Action Items Review

X. Public Comment (moving Public Comment to beginning of meeting 3 min limit to comment)

A. Matthew Rowe: Comment re: parking issue at schoolhouse

B. Jane Packer: Comment regarding Freeport dinner reimbursement

C. Jane Packer: Comment regarding non-shore erosion due to large vehicles

XI. Next Meeting Saturday, October 19, 2024 10:00 am

XII. Executive Session

XIII. Adjourn

A. Motion to adjourn

(VII.) Correspondence of Note

8/17/24 - share info re email correspondence between 3 neighbors

6/15/24 - Email correspondence to and from Island Admin to Kent Nelson on Barging and Chipping Day reschedule

6/15/24 - email from Kim Larson re: erosion around island, I forwarded to Jason Roberts Chair of Shore Erosion Committee

6/15/24 - Copy email from Island Admin from Amy Lachance on well schedule on Bustins

6/15/24 - email from David Garfield asking about updating Directory and Website input

6/18/24 - email dialogue from Freeport Assessor and Dugans/ISland Admin on Address

6/21/24 - Island Admin drafted letter for signature for Freeport Assessor on Address

assignment

6/26/24 - Invitation from Chebeague Island to participate in Fire Grant Request with Long Island

7/1/24 - Carrie Hurn Parking Signs at French School

7/2/24 - Call Faith Baker Flood Zone map request for Insurance purposes

7/2/24 - Call and email From Earl Gibson Freeport School parking

7/2/24 - Numerous email from David Garfield on petition

7/3/24 - email and call Christine Wolfe Freeport Clerk on Annual Freeport Date

7/5/24 - email Earl Gobson Road recommendation

7/5/24 - email Patrice Kastenzholz on speaking with neighbor on various items

(VIII.) Running Action Items

Bustins Island Village Corporation

- Archive Documents and Cave - updates on docs being available
- J. Woods maps - Ali
- Large Trash Pickup 2024
- Gasoline Storage/Transport
- Post Office Underpinnings/Drainage – Craig
- Possible New Island Vehicles
 - Superintendent Truck / Gator – Phil
 - Lawn Mower - Charlie MacDonald
 - Fire Truck - Ken
- Solar Upgrades on BIVC Buildings – Ken/Phil
- Set up Meeting/Visit with Squirrel Island / Debbie Kerr – Mandy
debbykerr1@gmail.com (617) 835-7969

2024 Proposed Annual Meeting Items

Sponsor

2024 Schedule for Board of Overseers:

Saturday, October 19th, 2024	10:00AM	Zoom
Sunday, November 24th, 2024	6:30PM	Zoom
Sunday, December 15th, 2024	6:30PM	Zoom