



Bustins Island Village Corporation
Established 1913

Meeting of the Board of Overseers
March 23, 2025 @ 6:30pm
Via Zoom

In Attendance:

Overseers: Bob Canu, Chris Zook, Jason Sweatt, and Jeff Leland

Ken Barrows (Island Administrator), Melissa Canu (Secretary), Jim Boone (Chairman of the Boat Committee), Jayne Rowe, and Matt Rowe

I. Acceptance of Minutes of February 23, 2025 meeting

A. Motion to accept the February 23th, 2025 meeting minutes:

1. Bob Canu - Yes
2. Chris Zook - Yes
3. Jeff Leland - Yes

B. The February 23, 2025 meeting minutes were approved.

II. Treasurer's Report Review, and approve

A. Motion to approve the Treasurer's Report as of 3/19/25 in the amount of \$3,803.55:

1. Bob Canu - Yes
2. Chris Zook - Yes
3. Jeff Leland - Yes

B. Treasurer's Report as of 3/19/25 in the amount of \$3,803.55 was approved.

III. Boat Advisory Committee (BAC) Presentation

A. Schedule

1. The boat will be launched the first week of May - exact date TBD.
2. There will be no changes to the schedule or fares this year.
 - a) The offseason schedule will begin on May 16 and the full season will run June 13 - September 2, 2025.

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b) The offseason schedule will end on October 14.

B. Special Activities

1. 2 ice cream trips to Paul's Marina
 - a) The crew is already working and the activity replaces one round trip.
 - b) Ticket fare (if any) will be set by CABI.
2. Weekday trip to Dolphin restaurant
 - a) The crew is already working and the activity replaces one round trip.
 - b) Ticket fare will be \$15 to cover crew meals.
3. Evening trip to Dolphin restaurant.
 - a) 13-15 people need to attend at \$25/person to break even on cost. Ticket cost covers overtime, crew meals, and fuel.
4. 25th year anniversary sunset cruise is slated for August (tentatively Saturday night).
 - a) Ticket fare (TBD) will cover crew overtime and fuel.

C. Staff Pay and Time

1. Painter (managing captain) would like to lower his "wheel hours" (time piloting the ferry) from 650 to 600 hours and will not be asking for a salary increase.
 - a) His current salary is \$35,175 and covers his wheel hours, all boat administration, staff management and payroll, and preparation of Lilly B (inspections etc).
 - b) Motion to reduce Painter's wheel hours by 50 hours.
 - (1) Bob Canu - Yes
 - (2) Chris Zook - Yes
 - (3) Jeff Leland - Yes
 - c) The vote to reduce Painter's "wheel hours" by 50 hours is approved.
2. Painter is requesting a pay increase for the other two captains to \$30/hour as other captains in the area supposedly make \$32-34.50/hour.

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- a) The 50 hours from Painter will be absorbed by these two captains.
 - b) Both captains have served on Lilly B for 3+ years: John Soule (\$28.50/hour) and David Etnier (\$27.50/hour).
 - (1) It was noted that some captains are paid for hours of operation only, whereas Lilly B staff are paid for the full day, which retains them exclusively for that amount of time.
 - (2) The BAC expressed that it is important to bring the captains to the same rate.
 - (a) A potential counteroffer considered by the BOO is to provide the same dollar amount increase to both instead of bringing them to the same rate.
 - c) There was general support for the idea to retain talent but the percentage increases are large (5% and 9% respectively) and other Island employees have not received those increases.
 - (1)
 - d) Motion to increase Captains Soule and Etnier individual hourly rate by \$1.50.
 - (1) Bob Canu - Yes
 - (2) Chris Zook - Yes
 - (3) Jeff Leland - Yes
 - e) Captains Soule and Etnier individual rates were approved for a \$1.50 increase/hour.
3. There was also discussion about deferring salary increases to the next fiscal year, but it was decided to implement changes effective as earned within the current operating budget.
- a) Freeport tax payments don't typically come until August and that is the source of the BIVC budget.
 - b) BAC historically operates on a season budget (May - October) while the Island operates on an August - July budget. Alignment would be helpful for budgeting but could get complicated if there

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is Lilly B staff turnover.

- c) Overseers will consider building ~5% operating cost increase into the budget in the future.
4. Crew members (up to 4) are requesting an increase to \$17.50/hour from \$17/hour, with new hires (up to 2) at \$16/hour. Both rates are above minimum wage for the area.
 - a) These are vital roles and recruitment is difficult.
 - b) Motion to approve 50 cent increase for returning crew members and move new hire rate to \$16/hour.
 - (1) Bob Canu - Yes
 - (2) Chris Zook - Yes
 - (3) Jeff Leland - Yes
 - c) The 50 cent increase for returning crew members and new hire rate of \$16/hour is approved.
5. The BAC is looking into accepting payment via Venmo but would require a business account which would incur fees.
6. The CABI would like to do an off-island social event that will incur a ~\$400 fee for the off-schedule trip (transport a band back to Freeport).
 - a) The size of the band may require a crew member on board.
 - b) The Overseers will discuss this during the April meeting.
7. Crew uniforms are generated every ~2-3 years and will cost ~\$600 that was not included in the budget.
8. The BAC would like both moorings moved off their budget.
 - a) Motion to relinquish the mooring at Harraseeket.
 - (1) Bob Canu - Yes
 - (2) Chris Zook - Yes
 - (3) Jeff Leland - Yes
9. The vote to relinquish the mooring at Harraseeket was approved. Jason will call Brewers.
10. The BAC shared a glimpse of the 25-year merchandise design.

IV. Old Business

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A. Soule School Parking

1. Ken and Bob met with Sophie Wilson, Town Manager in Freeport and Earl Gibson, Public Works Director to discuss parking for the summer.
2. They believe they can find an additional 3-5 spots towards the playground.
 - a) There are signs to reserve spots for the school but those spots are not needed on the weekend and the signage doesn't specify weekday use only.
 - b) Sophie and Earl are looking into clarifying the signage to indicate that those spots can be used on the weekend.
 - c) Jeff will review the language of the lease to see if anything else can be done about the 9 spaces vs the area discrepancy.

B. Postal Contract Information

1. Bob is awaiting contact from USPS about the contract for this summer.

C. New Contracts for Truck Driver and Superintendent.

1. Ken finalized contracts.
2. The Spring Newsletter will note that the truck fare increase will go from \$5 to \$7.

D. Other

1. Ricki Morgan will join the meeting in May.

V. **New Business**

A. Lilly B warranty

1. The extended warranty was \$4,530 and paid out of the General Fund.
2. Motion to move it from General Fund to Capital Maintenance Fund:
 - a) Bob Canu - Yes
 - b) Chris Zook - Yes
 - c) Jeff Leland - Yes
3. Moving the \$4,530 from the General Fund to the Capital Maintenance Fund was approved.

B. Island visit

1. Ken and Bob went to Bustins with the Harbormaster on March 14 and did not notice any major tree or shoreline damage.

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C. Purchasing Policy

1. There will be no additional edits to the purchasing policy at this time.

D. April Meeting

1. Ali will present committee requests.
2. Ken will share a chipping update.
3. Bob will circulate a draft of the Spring newsletter.

VI. Island Administrator Report

A. Grant Submission

1. Freeport is considered a low-income area so the grant was submitted from there.
2. The grant would allocate funds to enhance road size, fund equipment, and pay a contractor to do chipping.
3. Grant awards will be announced on June 1.

VII. Other

A. Erosion Updates

1. There was a brief discussion about the permitting requirements and associated timelines to address the erosion concerns near the Tidal Pool. Additional discussion was deferred to the April meeting.

VIII. Motion to Adjourn

A. Motion to adjourn at 8:09pm ET:

1. Bob Canu - Yes
2. Chris Zook - Yes
3. Jeff Leland - Yes

B. Motion to adjourn was approved.

IX. Adjourn