



Bustins Island Village Corporation
Established 1913

**Meeting of the Board of Overseers
September 6, 2025 @ 9:00am
Community House and Zoom**

In Attendance:

Overseers: Bob Canu, Chris Zook, Barbara Mysona, Crawford Taisey

Ken Barrows (Island Administrator), Phil Taisey (CEO and Island Superintendent), Jason Sweatt (Treasurer), Riki Morgan, Pam Canu, Sue Spalding, Wendy Ralph, Matt Rowe, Jayne Rowe

I. Acceptance of Minutes August 3, 2025 meeting

A. Motion to accept the August 3rd, 2025 meeting minutes:

1. Bob Canu - Yes
2. Chris Zook - Yes
3. Barbara Mysona - Yes
4. Crawford Taisey - Yes

B. The August 3rd, 2025 meeting minutes were approved.

II. Treasurer's Report

A. There have been lots of transactions this month, including for the Freeport dinner, GIS consulting tool use, and payments to the audit company retained by Bustins.

1. A ~\$29K insurance payment was recently made that has not yet been posted.

B. The largest expense is payroll and with summer winding down, these numbers will decrease.

C. Motion to approve the Treasurer's Report as of 9/6/25 in the amount of \$47,959.96.

1. Bob Canu - Yes
2. Chris Zook - Yes
3. Barbara Mysona - Yes

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4. Crawford Taisey - Yes

D. The Treasurer's Report in the amount of \$47,959.96 was approved.

E. At the August meeting, the Overseers approved to move \$35,000 from the General Fund to the Emergency Reserves Fund effective September 1.

1. There remains ~\$35K in the General Fund that could be allocated to another fund or used on an upcoming project.

a) The Overseers will discuss ways to use/allocate this money at a future meeting.

F. Jason received a SAM renewal form to complete with a collection fee of \$600. Ken clarified that he already completed it online with no fee so the form Jason received is likely a scam or from a third party offering completion support.

III. Survey Mapping: Riki Morgan presentation to the Board

A. Riki spoke with Ali Bushman about survey mapping and how information is currently stored via old maps. There are ways to store this information digitally so Riki conducted some research.

1. Riki uses a free, open-source, geographic information system (GIS) software called QGIS. Riki has created a base map in collaboration with John Wood using his accumulated files and converting them to be compatible with QGIS.

a) She is currently integrating GIS points to triangulate the base map.

b) Riki requested some of John's Bustins data to be imported into the Bustins base map.

(1) Ken found some GIS-related data when working with emergency services and will forward the communication to Riki to review if useful.

c) Potential use cases for QGIS for Bustins:

(1) Water use on Bustins and location of wells around the island.

(2) Accessibility of the Bustins maps if John isn't available to provide it via his files or update it himself.

(3) Tracking of environmental information (trees, erosion, etc)

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to inform better planning and resource allocation.

2. To create the maps, users download software. When maps are ready for viewing/sharing, a URL is created for public viewing.

B. Riki will stay in touch with Bob to share updates and information on an ongoing basis as the Overseers consider future projects to undertake.

1. A PPT with screenshots of the base map would be useful for Overseer education.

IV. Presentation from the Clerk

A. The Carpenter/Malloy family removed a name from their trust and replaced it with another.

1. The property remains a trust and the trustees can vote.
2. They're entitled to two votes given their property and ownership of a lot.
 - a) Bob will contact Becky to share this update.

B. The Clerk needs to be a Maine resident which limits participation from many Islanders who live out-of-state full-time. Sue is requesting a reduction to the Clerk role to offload tasks in Section C to a Deputy Clerk who would not need to be a Maine resident.

1. The Clerk role would remain the actual presence during the Annual Meeting.

C. Sue is proposing development of a Deputy Clerk role to support Annual Meeting preparation and implementation. This would include:

1. Reviewing the legal elements of the warrant prepared by the Overseers.
2. Supporting the voting list finalization for the meeting (can be done in April and add newcomers in July).
3. Preparing for the actual Meeting to organize supplies, forms, and other needed material.

D. The Northport Village Corporation has some similarities with Bustins that could be useful to review.

E. Overseers need to consider public opinion if someone questions partnership between the Deputy Clerk and Clerk.

V. Freeport dinner: quick follow up

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- A. The dinner went well.
- B. There have been a handful of 911 calls this summer and collaboration has been smooth.

VI. Vehicle Policy: <https://bivc.net/wp-content/uploads/2023/08/101-Motor-Vehicle-Policy-v1.7.pdf>

- A. Significant time and effort went into creating the vehicle policy, and enforcement has relaxed over time.
 - 1. The Superintendent should be informed of all vehicles that are in use and coming on/off the island and that is not happening.
- B. The Overseers will discuss this at a future meeting to consider enforcement options and/or revisions to the policy.

VII. New Business

A. Walk around with Roger

- 1. Roger quoted ~\$13K to complete the tree projects around Pidges Cove, hammock near Leland Dock, and other areas. He would allocate 3 days to complete BIVC projects and payment could come from the remaining funds in the General Fund.
- 2. There are dead trees at the Golf Course that should be monitored for pruning.
 - a) Roger didn't feel they were critical at this time.
- 3. Dead branches above the ice pond should be prioritized as well as others that affect pedestrian/road safety.
- 4. Motion to complete tree work projects 1, 2, 3, 4, and the hammock up to ~\$15K:
 - a) Bob Canu - Yes
 - b) Chris Zook - Yes
 - c) Barbara Mysona - Yes
 - d) Crawford Taisey - Yes
- 5. Motion to complete tree work projects 1, 2, 3, 4, and the hammock up to ~\$15K was approved.
 - a) Ken will connect with Roger.

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VIII. XI. Island Administrator Report

A. Grant re-submission: decision

1. In absence of grant receipt, Ken recommends that the Overseers fund the project.

B. Employee Meetings

1. Ken will meet with Matt and Phil to review this year's performance in the coming weeks.

C. Tweaks to the 911 text system

1. Ken requested that Crawford be added to the list.
2. The current text body says there's an emergency but doesn't specify where exactly. Ken asked if the property owner's name could be included in the text and is awaiting response.

IX. XII. Superintendent Report

- A. The Superintendent stated that golf course-related expenses are not critical at this time but maintenance around the hammock in front of Leland Dock should be prioritized.

B. Tractor attachment purchase

1. Ben provided a quote to Phil: \$250/hour to use the machine which would amount to ~\$10K given the work that needs to be completed.

C. Firehouse Barn: windows and doors

1. The previous quote assumed all doors were the same which is not the case, so Phil will be receiving an updated quote with the correct specifications.

D. Library/PO/Nature Center/Museum Underpinnings, Library Door and Window

1. The Library's back screen door has been ordered and the BIVC will pay for the cost.
2. Phil spoke with Ben's earthworker to consider input of French drains around the library building to drain to the swingset shoreline on one side and Turtle Rock on the other side. Phil is awaiting a quote that would include time and material to complete this project.

E. Community House Well

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1. The Community House well failed again so bleach will go into the system to reset it.

F. Closing

1. A closing update will be provided at the October meeting.

X. XIX. Adjourn

A. Motion to adjourn at 10:41am ET.

1. Bob Canu - Yes
2. Chris Zook - Yes
3. Barbara Mysona - Yes
4. Crawford Taisey - Yes

B. Motion to adjourn at 10:41am ET was approved.