

**Northport Village Corporation
Board of Overseers Meeting
August 31, 2003**

President Jo Huntoon convened the meeting of the Northport Village Corporation Board of Overseers on August 31, 2003, with Overseers Metcalf, Brockway, Allen, Crofoot, Robbins, Spollett, and Hanrahan present. Treasurer Doucette and Clerk Lagner also attended.

Minutes from August 9, the special meeting of August 12, and the first meeting of the new Board on August 24 were approved.

John Fancy, Superintendent

Phase I: The water line is finished to Birchcrest, and we have 12 new customers, with three more potential customers there. The pay meeting with Lynch Construction will be held on Tuesday, September 9, at 2:00 PM. The sewer work on the Shore Road will begin the end of September.

Phase II: Sargent & Sargent is the low bidder at \$822,630. The total cost of the project is estimated at \$1,057,500. Funding is in place. (Full financial statement presented at last meeting.) Brockway moved, seconded by Crofoot, to award the project to Sargent & Sargent, and authorize the president to sign the "Intent to Award" paper. **Voted.** The pre-construction meeting is scheduled for September 10, at 1:00 PM in the Community Hall.

Routine documents such as monthly pay applications, requests to Rural Development change orders, etc. need to be signed as Phase II moves into action. Crofoot moved, seconded by Metcalf, that documents relative to Phase II be co-signed by John Fancy and the Chairman of the Utilities Committee. **Voted.**

Fancy then presented the case for hiring a billing clerk for the Village. Thanks go to Jane Badershall for her excellent job setting up the billing system in the new office computer. Fancy has interviewed Kimberly Leonard who is interested in the position. He would like to negotiate with her for the job of Utility Billing, and to hire her, subject to a six-month probationary period, if negotiations are successful. Working hours, rate of pay, and other details to be arranged by Fancy. Metcalf moved, seconded by Hanrahan, that Fancy be authorized to extend the offer at what he has imagined to be one that won't exceed our budgeted items for this, and it is about six hours a week, to Kim Leonard. **Voted.**

Legal-Metcalf

A parcel of property has been sold contingent upon the release and payments of the Northport Village Corporation's past due taxes. A check covering the taxes was given to the Treasurer. Metcalf moved, seconded by Allen, that the Quit-claim deed be circulated, signed, and released to the purchaser of the property. **Voted.**

Treasurer's Report

Complete reports were distributed, with the final balances as follows:

General Account	\$106,399.10
Water Department	\$44,573.15
Wastewater Department	\$77,888.29

Brockway moved, seconded by Metcalf, that one signature be made on accounts payable. **Voted.**

Visitor Concerns

Gordon Fuller (wharfmaster): The biggest problem on the wharf has been the mess left by fishing. Some signs need to be resurrected. The usual dinghy problem continues. The outer float needs some work. Fuller then suggested that it would be wise to choose a wharfmaster who is a resident, available at all times. Neither he nor Drexell White can be around full time.

He then suggested that some additional grading be done in the Cradle Yard. Charlie Carter has estimated \$1300 would cover some excavating on the west wall which has already been opened up behind the historical building. It might involve cutting a few trees, several of which are already dying. Crofoot requested a drawing of just what is planned, and suggested that Lynch might do the excavation while their heavy machinery is in the Village this fall. Fuller also requested that the Yacht Club's Rhodes 19 be stored there. Todd Merolla requested that the wharfmaster attend all Northport Harbormaster's meetings.

Russell Handler: Requested that the process for signing warrants/paying bills be readdressed. At present, some bills are paid before the warrants are presented and signed by the Overseers. Huntoon will refer the issue to the Finance Committee. Metcalf moved, seconded by Robbins, that the Finance Committee make a report to the Overseers at the next duly noticed meeting with regard to the procedures for the Warrants that are circulated here, and the timing for the issuance of checks. **Voted.**

Dick Brockway: A design prepared by Alden Badershall and Brockway for upgrading the office space and meeting area in the basement of the Community Hall was presented to the Board for consideration. Cost of materials is estimated at \$14,000, which would include lighting, a central hot air furnace and ducting capable of heating the entire basement area, insulation, and an enclosed meeting room as well as a door at the base of the stairs to prevent cold air coming from the hall above. Labor would be donated.

Badershall pointed out that if the area is to be used in the middle of the winter, that the outside approaches must be re-excavated to avoid the frost heaves which made it impossible to open the door in the middle of the winter last year.

Handler suggested that we consider monitors for heating, since they are a fraction of the cost of an oil furnace. It was suggested that he do a study.

Metcalf moved, seconded by Hanrahan, that the proposal submitted by Alden Badershall and Dick Brockway to do the ceiling, insulation, and lights, heating system, and meeting room for a material price of \$14,000 with donated labor, be accepted, and the gentlemen be instructed to go to work. **Voted.**

Metcalf moved, seconded by Robbins, that the grading and potential paving be investigated and authorized at the same time. **Voted.**

Ken Wescott: Presented a study he has done concerning the problem of erosion on the shore banks. The present bamboo has a shallow root system which does not hold the bank, and the plant causes asthma. He has permission from the EEP to work on this problem. The Board thanked him for his work, and will consider the project.

Bill Paige: Paige asked when trash will be picked up after Labor Day. After discussion, it was decided to have him pick up trash on late Tuesday afternoon and on Thursday as usual. Thursday pickup will continue until Sept. 15.

Todd Merolla: Asked where the Phase II construction will begin. Jo suggested that Merolla go to the pre-construction meeting.

Bob Stein: Stein requested the names of the Utilities Committee members, who are as follows: Overseers: Dave Crofoot, Peter Spollett, Judy Metcalf; Water users: Dick Brockway and Sue Ellen Fleming.

Old Business

Zoning Board of Appeals: Sid Block has re-formed the Zoning Board of Appeals, asking for 2 additional members. The following motion was made by Metcalf, seconded by Hanrahan, that we reappoint the members of the Zoning Board of Appeals who are willing to serve, that we name Sid Block the Chairman of that Board, and we instruct him to identify and report to us the two additional people so we can appoint those, and all of that be conditioned upon our continuing conversations with the Town of Northport. **Voted.**

Facilities Committee: Margaret Brockway will chair this committee.

Finance Committee: Metcalf moved, seconded by Crofoot, that the President, pursuant to the By-Laws, be directed to appoint Mike Robbins and Mary Hanrahan to the Finance Committee. (The President will attend as an ex-officio member.) **Voted.**

New Business

VonBergen Property: The VonBergens wish to construct a deck on their property. The building permit was rejected because a non-conforming property cannot exceed its non-conforming, and their buildings already occupy over 50% of the lot. Metcalf moved, seconded by Allen, that the Overseers, who are the major abutters to this property, provide a letter to the Zoning Board of Appeals saying that they have no objection to the construction of this deck. **Voted.**

Crofoot: The Parking Ordinance has been rejected by straw vote at the Annual Meeting. Crofoot wishes to bring back a re-worked Ordinance in September, hold an October public hearing, and then enact it in the October Board meeting.

As for Cradle Park, Crofoot requests that Overseers go back to look at the proposed ground work. Metcalf moved, seconded by Brockway, that Crofoot be authorized to work with Jane Phillips, the chair of the Parks Committee, and the Wharfmaster Gordon Fuller, to move forward with the parking lot modifications in the Cradle Yard, and they are authorized to spend up to \$1500 on this project. **Voted.**

Utility Committee Meeting: Friday is a good day to meet for most.

Allen: Asked that a spot be included in the agenda for the Clerk to present her business. Agreed.

He presented a suggested form to be given to new members of committees, which thanks them for their willingness to serve, and a note of appreciation to those who are finished with their committee.

Allen volunteered to take on the Safety Committee. Metcalf moved, seconded by Robbins, to direct the President to appoint Peter Allen chair of the Safety Committee. **Voted.**

Hanrahan: Suggested that we have a Postal mailbox put into the park. Huntoon will talk to the postmaster of the Northport Post office about this.

Robbins: Suggested that, as the roof is re-shingled, new gutters and drain pipe be installed to carry the drainage away from the basement entryway.

Crofoot: Reminded us that only part of Phase I was done. The remainder of the work originally planned for Phase I has been put aside due to lack of funds, but if done, that work would reduce the inflow. Fancy summarized the issue, saying we need a study to decide whether it would be better to finish the original sewer work as planned and have a smaller sewer treatment plant, or to build a bigger treatment plant.

Lagner: Asked that a fire-proof filing cabinet to hold clerk's records be purchased for the office. Robbins moved, seconded by Metcalf, that Paige move the filing cabinet already available to the office. **Voted.**

Huntoon: New e-mail address, nvcagenda@aol.com. If anyone wants anything added to the agenda, send it in there.

Meetings

- September 21, 10:00 AM Community Hall
- October 12 (Columbus Day), 9:00 AM (School?)
- November 16, 10:00 AM (School?)

Hanrahan will arrange to pick up the key to the school.

Crofoot moved, seconded by Allen that the meeting be adjourned at 11:52 AM. Adjourned.

Eleanor Lagner, Clerk