

# **Northport Village Corporation**

## **MINUTES Overseers' Meeting**

**September 8, 2013**

*Present:* Huntoon, Flowers, O'Keefe, Brockway, Einstein, Wang, Houghton, Kazilionis  
*Absent:* Metcalf

*Visitors:* Bob Aebersold, Dick Brockway, Jane Phillips, Bill Paige, Bill E Paige

### **Executive Session**

The meeting was called to order at 9:00 am and immediately entered an Executive Session. The Executive session ended at 9:34 am.

Steve Kazilionis moved that Paul, Fernie, Bill E. Paige be awarded a bonus equal to 2% of their actual 2013 compensation to be paid at year end. Duly seconded. The Overseers voted unanimously to approve the above bonuses.

Steve Kazilionis moved that Kathy Flynn be awarded a \$200 bonus for her efforts, duly seconded by . The Overseers voted unanimously to approve Kathy's bonus.

### **Minutes**

The minutes for the August 18<sup>th</sup> meeting were approved as written by those Overseers present at that meeting.

### **Treasurer's Report**

Bill reported that spending is essentially on track; some accounts are overspent while others are underspent. He will provide a move complete quarterly update with year-end forecasts at the October meeting.

To ensure we are in compliance with audit regulations, Bill recommended approval of an Arbitrage Policy for the village which essentially states that we will use any and all funds borrowed by the NVC only for their intended purpose and will not reinvest those funds in other financial vehicles for profit. Steve Kazilionis moved to accept the policy as written, seconded by Lee Houghton. The Overseers voted unanimously to approve the policy.

A requirement of this policy is that the Treasurer maintain a calendar of payment dates, Bill will do so. The Overseers will also have Paul add these dates to the NVC operating calendar.

Bill also requested that the Overseers extend his existing authority to pay selected, ongoing expenses between meetings (at the present time mostly payroll) to include regular payments previously approved by the Overseers and established by contract as long as the payments are within budget (for example mowing, plowing, trash collection). The Overseers approved Bill's request with the stipulation that this would not include the final payment on any contract.

The Town of Northport is delaying the issuance of tax bills for the Town until the final school budget is passed. Bill will contact the Town to see if they are able to mail the NVC tax bills on their regular schedule. If the Town is not able to do so we will need to determine if a new "tax due date" is required for NVC tax bills based upon this delay.

### **Village Agent**

Bill Paige questioned an invoice from Dutton's Nursery which included an \$8.00 per mile charge. Bill Cressey will have Kathy send a note to the contractor requesting clarification on this charge.

The Utilities would like to use the old building on Griffin Street for storage, in order to do so we need to replace the floor. Lee Houghton moved to replace the floor at a cost of \$300 to \$400, duly seconded. The Overseers voted unanimously to approve this expense.

Bill believes the best option to repair the swing set is to replace the top bar at a cost of \$1,500. This is much less expensive than replacement or other repair options. Lee Houghton moved to authorize the \$1,500 expense for swing set repair, seconded by Denis Wang. The Overseers voted unanimously to approve this repair.

The snow plowing bid is ready to go, we need to change dates and update the bid package. Marge will adjust the ad, Steve K will provide the updated pages for the bid package,

The swim float will come out shortly, the boat float will be removed immediately following the Columbus Day weekend. Steve K will ask Dan Webster to get a note out via BaysideME distribution list,

The work on lower Main Street will begin shortly.

### **Citizens Concerns**

Bob Aebersold asked who is responsible for the removal of sand spread on Village roads during the winter and if it was included in the plowing contract. The Village is responsible for sand cleanup, it is not included in the plowing contract.

## **Committee Reports**

### **Utilities**

The Utilities continue to operate on budget and have not had any violations of our discharge permits.

Steve Kazilionis asked for updates on the following:

- Does the water utility plan to install a drinking fountain when they upgrade the line to the yacht club? No
- Did the water utility accept responsibility for installing and removing the hose to the boat float. Yes, the cost sharing for hose replacement has not been decided.
- Is it necessary to install a new meter box when the water line to the dock is replaced? It seems like a needless expense to install and remove a meter annually, can the village pay a flat fee? Not discussed, Steve K will request an update from the Utilities Trustees at their next meeting.
- There is an open request to raise the covers on several manholes in the sewer train area to level the area making it less of a tripping hazard. Not discussed. Steve will request an update from the utilities Trustees at their next meeting.

The Wastewater Utility recommended approval of an application by Suzanna Reardon to connect to the sewer system. Steve K moved to approve the application, seconded by Lee Houghton. The Overseers voted unanimously to approve the application.

The Overseers did not select a Utilities Trustee to fill the Overseer Trustee position vacated by Ned Lightner. This will need to be addressed at the October Overseers meeting.

### **Centennial**

Denis Wang reported that the committee was developing costs for the project, much of which relates to “gifts to the Village”. They are working on a sign welcoming people to Bayside to be installed on Northport Town property at the intersection of George and Broadway. They are also working on fundraising ideas to fund the Centennial celebration and gifts.

### **Communications**

The Town has asked if the NVC would like to participate in an online system (Pay Port) that would allow taxpayers to pay their taxes over the internet using credit cards. This would be an additional option and would not replace taxpayers ability to pay via check. While there is no cost to the NVC, there is a 2.5% fee assessed for each transaction. Given this cost the Overseers decided to add this to the warrants for the 2014 annual meeting.

The bridge at Kelly Cove is deteriorating badly, Maureen will bring this to the Selectmen at their next meeting. In addition there is no safe access/entry to the beach area; Maureen will see what the Selectmen might be willing to do to improve access.

## **Facilities**

Lee has been pursuing the option of replacing the North seawall with a preformed concrete product when the time comes. The seawall is 137' long and 11" tall . The replacement materials would be interlocking, rock faced concrete blocks 6" wide, 3' deep, 2.5" tall weighing one ton each. Materials would cost roughly \$30,000 delivered to the site. There would be additional costs for a footing for the wall and for installation of the blocks; these costs would be significantly less than the design presented by WBRC. For more information go to [www.oldcastle.com](http://www.oldcastle.com)

## **Safety**

Steve F reported that the committee has begun the search for new lifeguard(s). The position requires waterfront certification which he recommended the village consider funding if needed. He also asked that we research the certification requirements as they relate to liability insurance to ensure the Village is adequately protected.

Kevan Fortier has accepted a position as Chaplain for the Maine Corrections system and will not be available to work full time next summer. He is however interested in working 2 or 3 days weekly. The committee has begun the search for a second officer and/or a replacement for Kevan.

The Village Cruiser is aging and required additional repairs this summer. The Town of Lincolnville has a 2007 fully equipped cruiser and is accepting bids. The Overseers approved submission of a bid for \$2000.50 to see if we can purchase this as a replacement.

## **Surface Runoff**

There are some minor complaints regarding small holes and a depression at the lower end of Clinton Street. Lee is working on these.

## **Tree Warden**

Removal of the tree in Ruggles Park that was struck by lightning has not yet begun as we are waiting for CMP to approve funding. The removal expense will be shared jointly by CMP, the Town of Northport and the NVC.

A tree on George Street has been partially removed, Fairpoint needs to relocate the phone line attached to the tree before the project can be completed.

Lee Houghton moved that we reopen the discussion regarding replacement of the tree described in the paragraph below, seconded by Marge Brockway. The Overseers voted unanimously to reopen the discussion. *“Metcalf told the overseers that we will lose the tree on the corner of Broadway and Main that was struck by lightning this year. Jane Phillips has been researching a possible replacement with a mature tree (an Ash), at a cost of \$2,000. The new tree will be planted just below the existing one.”*

### **Public Walkways**

The Overseers voted to approve the petition by the Brockway family to exchange a deed to the existing public walkway for an easement across their property for use as a public walkway. Motion by Maureen O'Keefe. Second by Lee Houghton. Vote was unanimous with Overseer Brockway abstaining.

Lee Houghton moved that we table the discussion regarding the public walkway on Park Row until Judy Metcalf is available, seconded by Denis Wang. The Overseers voted unanimously to reschedule the discussion to the October meeting.

### **Next meeting**

The next Overseers meeting will be on Sunday October 13<sup>th</sup> at 9:00 am..

Respectfully Submitted by Steve Kazilionis, Temporary Secretary.