

Notes

Overseers Meeting

September 11, 2016

Attendees:

President: John Spritz
Treasurer: Steve Kazilionis
Office Manager: Amy Eldridge
Village Agent: William E. Paige

Overseers:

Dick Brockway
Vicky Matthews
Paul Nyren
Judy Metcalf
John Woolsey
Lee Houghton

Visitors: Carla Paige, Tim Samway, Bill Cressey, David Crofoot, Maureen Einstein and Blair Einstein.

Meeting called to order: John Spritz called the meeting to order at 8:00 a.m.

Minutes: Dick Brockway moved to approve the August minutes, seconded by John Woolsey – All Approved.

Questions/issues from Bayside residents and meeting attendees: Tim S. mentioned the annual report in past has been provided to the state as well as the Town of Northport. John S. said that he would take over copies of the annual report to the town. Tim also mentioned that the Outstanding Service Award plaque is being updated by Beverly Crofoot. Tim asked if the overseers could have the wharf master provided suggestions for a permit system. A discussion continued about an ongoing dinghy issue. Lee mentioned how Rockland handles there dinghy permits and how it got up around \$100.00 for a permit. Lee made a motion to come up with a fee structure by spring for dinghys. John said that this is a safety issue and that the safety committee would have to look into the situation. John called for an end to the discussion.

John S. spoke about an issue was raised about disabled parking. Judy mentioned having the infrastructure committee will look into more parking. Bill C. made a motion to have disabled parking in front of the building. Judy seconded the motion. William P. spoke of the fire hazards when there are functions or meetings happening. John S. took a vote with amendment to the original motion (to investigate a disabled parking area). 5 approved, 1 abstained.

John took a moment to speak about it being the anniversary of the 9/11 attacks. John also distributed the Corporate Registration listing and asked that everyone take a look and make updates to any information that is incorrect. John also thanked all that was involved in the chili cook off. John also mentioned that he had spoken to Charle Ball about his experience with NVC. John provided the overseers with a copy of the email. John asked Charle if he could send a letter of recommendations to NVC detailing any process improvements.

Elections of Chairman of the Board of Overseers and new (2016 – 2017) Committee chairs:

John Spritz mentioned that by laws state that the committee's elect their chairs.

Communications: John Spritz provided a description of responsibilities (5-10 documents that comes out of the office that would need to be handled, 2-5 letters that would need to be crafted all of which should span to approximately 40-80 minutes of work). John Woolsey mentioned he would like to take the position on the committee.

Finance: Steve provided a description of responsibilities (oversees the monthly report, keeps an eye on what is going on, such as financial structure, proof reading for things that don't make sense. Steve recommended that non overseers be a part of the committee. Judy would like to see at least one overseer on the committee that will be able to provide updates, as needed monthly. Judy mentioned she would be happy to be on the committee. John Spritz mentioned he currently opens the bank statements but someone new would need to take over the responsibility. Vicki expressed that she would be willing to take over the responsibility going forward. Lee asked if there is a list of people recommend being on the committee. Steve mentioned a few people and also expressed there were no requirements to be on the committee.

Infrastructure: Judy mentioned that she would like it if Lee would be on this committee. Paul, Bill C, Michael L and Dick B are all members of the committee. Paul, Dick and Lee all mentioned that they would be willing to be on the committee. Dick mentioned that they will get together and determine a chair.

Safety: Wendy had mentioned that she would be willing to be the chair. Maureen E. is on the committee as well.

Town Liaison: Paul N. is willing to be the town liaison.

Utilities: The utilities committee has spoken with Wendy H. to see if she will fill the open spot. Judy made a motion that the overseers appoint Wendy Huntoon as a member of the utilities committee, Dick B. seconded the motion, 5 approved and 1 abstained. David C. has been reappointed to the committee as well as Denis Wang. Judy motioned for David Crofoot be appointed for another 2 year term on the utilities committee. John W. seconded the motion, All Approved.

Report of the Treasurer:

Steve distributed reports that went over the financials. (Steve can you provide the reports that you provided at the meeting. I did not take a copy)

Steve reported that Paul Bartels is now done and asked if we need to change locks on the Community Hall. Dick mentioned changing the office door and Judy mentioned the closet door. Steve asked William to change the locks as mentioned. Steve asked for the overseers to think about ideas that they would like to see on a calendar that Amy would be able to populate. Paul kept a log of meetings and functions for the Community Hall. Vicki would like to work with Amy to come up with a better system on the Hall usage calendar. Vicki will be the point person for the Hall. John Woolsey would like to have items like the pancake breakfast on the calendar. Judy mentioned reaching out to the community on yearly or upcoming events.

Steve provided balance sheet financials and mentioned he has not gone through them. He asked if everyone would like him to go over them right then and try to field questions or distribute them and answer questions once he was able to go through them. Dick asked if the overseers meeting need to be moved to the 3rd week of the month so a review of the financials could be completed and available. Judy recommended for this month getting a copy of the financials and have the overseers look them over.

Steve spoke about the Farley bill for the Maple Street project. A shortage of payments was determined and Farley was under paid by \$1117.57. Steve would like a motion to pay the remaining balance. Judy so moved, Dick seconded the motion, 4 in favor 2 abstained.

Office coverage: Steve proceeded to pass out paperwork on the structure of the Office Manager. John Spritz mentioned moving office hours for one day of the week when meetings are happening. William expressed in the spring to have the office manager available due to a larger volume of customer requests and billing. Amy will look at what Paul worked in April/May to see if summer hours are needed to be earlier. Amy will work as needed for jobs requiring more time. A large sign was mentioned to put on the office door. (Please see enclosed documentation.)

Request for a contribution to the July 4th celebration: Steve mentioned a request for payment on services performed for the 4th of July celebration. Judy moved to pay 250.00 which is a 1/3 of the amount owed. Judy explained historically the Village, Yacht Club and Historic Society would divide out the cost of the celebration. Paul seconded the motion, All Approved.

Village Agent:

Inspection for the dock occurred and Brock Marine has provided an estimate of \$5180.00. Bill solicited multiple offers and Brock was the only one to get back in touch. An October repair timeframe determined.

Judy moved that we accept the bid for Brock on the improvements; Dick seconded the motion. Paul mentioned that he would like another bid. Lee asked if we would be able to dicker with Brock. Lee would give William the authorization to except the bid if Brock didn't come down on the bid. Judy accepted the amendments that Lee mentioned above up to the bid package. All Approved.

Swim float needs to be fixed and William found a gentleman that was recommended by the Belfast water and waste. Columbus day weekend is when the floats will be pulled at which time a further inspection would be able to be completed. William would be able to report back.

Utilities building painting job William has 3 estimates: Barbs landscaping was \$2453.00, Lawns-R-Us was \$ 2514.00 and Cunningham Painting was \$ 2500.00. Judy moved that we accept Barbs Landscaping bid, Vicki seconded the motion, All Approved.

William went over the two trees that were taken down. The total bill was \$2000.00 and would like to get it paid before the October meeting. Judy made a motion that upon the receipt of the bill for the tree removal a warrant would be released. Vicki seconded the motion; Steve mentioned tree work will be overspent for this year. All Approved.

John Spritz mentioned that going forward the Infrastructure committee will be the negotiator of projects going forward.

William sent an email to Jane Strauss about planting a tree for Jane Lewis. John Spritz suggested a different idea that would take the adjacent property to the NVC office to be named in memory to Jane. Judy expressed she would like a tree for Jane. Tim spoke about a granite bench that he saw would be nice as well. John Spritz would like Jane Strauss be the point person on what would be set up. John Spritz will speak to Jane Strauss.

William explained the Hoikala tree situation and then Judy expressed needing to call CMP next spring to trim the cedar trees across from the pump house. They are getting to the height were they need to get trimmed.

William mentioned that the Police cruiser needs to be serviced now that it is not in use. There were a few repairs that would need to be completed. First an oil change, fuel filter, repair headlights, put guard back in cruiser and undercoat.

Parking ordinance for winter was mentioned and William will work with Amy on updating the book on the parking ordinance. Lee mentioned painting a line on the road for the catch basins. William said that Amon Morse III did a good job knowing were the catch basins were in the village.

Lastly William spoke about a bench on the fields for Angela and he has spoken to Tracy Drinkwater which mentioned that she is still working on it.

Committee Reports:

Communications: Steve asked that ideas be sent to Amy to add to a calendar.

Finance: Nothing to report.

Infrastructure: Nothing to report. Lee asked what finances we have for repairs. Steve mentioned that historically there has been \$1,500.00 used for roads but NVC sets aside 9,000.00 for roads. Steve would like to see the Infrastructure Committee come up with projects/ideas and there cost/timeframes, so it could be put into the budget.

Safety: Police officers would be looked at next year. Beanie mentioned the officers are done for the year as well as the life guards. They would like to have Evan and Olivia back next year full time but they would need to look into new police officers. A comment was made about how it would be nice to find a compatible match with the town. Lee mentioned not having a police officer for a year. Judy expressed pro and cons for not having a police officer. David mentioned putting up an electronic speed indicator instead, John Woolsey mentioned speed bumps. Dick mentioned that electronic speed indicators may not be as effective. John Spritz would like that the Safety Committee to provide recommendations for safety to the overseers.

Town Liaison: The Prock negotiation from 144,000.00 to 69,000.00, selectman did find some funding for the expense and the project will be starting soon. (if you have any more information about this, please let me know so I can add to this section)

Utilities: Judy mentioned that there was 3 action items. First was Todd Howard at 436 Bluff road submitted a sewer application for approval. Judy moved that the sewer application be approved; Dick seconded the motion, All Approved.

Second action item was Danny Miska at 738 Shore road submitted a sewer application for approval. Judy made a motion to accept the Miska sewer application; Dick seconded the motion, All Approved.

Lastly a discussion about the allocation of funds on the Maple street project by Farley was expressed. Judy made a motion that we accept the percentages that are recommended by Erin on the email that was sent 9-8-16. Vicki seconded the motion. Steve said that a new email was received from Erin on Friday, Steve printed up the new email for everyone. Judy made another motion that the first motion be deferred pending questions on the new information that was obtained. Lee seconded the motion, All Approved.

David expressed his thoughts about the allocation. He mentioned that Water and Sewer funds could not be used for General expenses. John Spritz mentioned the overseers will look over and prepare questions on the new information from Dirigo.

New and Continuing Business:

Judy made a motion to complete a release deed to Karen Hoikala for the 321 square feet triangle in the amount of \$350.00 which is the cost of drafting the deed. Lee asked if the village is giving the land away. Judy explained why the land is being deeded and informed the tax map would be adjusted for the land that is being deeded. Vicki Matthews 2nded the motion, All Approved.

A discussion pursued about 9 North Avenue, a letter was sent to the Town of Northport code enforcement officer about the property. Judy mentioned that she has spoken with the Talbets and has provided guidance.

John Spritz mentioned that he would like to move a discussion about videotaping the overseers meetings until the October meeting.

Overseers and Utilities Meeting Schedules for 2016-2017:

John Spritz opened up a discussion about meeting dates. Changing the meeting dates would provide more time for the financials to be completed. The following dates were decided upon for future overseers meetings.

October 16, 2016

November 13, 2016

December (No Meeting)

January 15, 2017

February 19, 2017

March 19, 2017

April 9, 2017

May 14, 2017

June 18, 2017

July 16, 2017

August 13, 2017

Utilities meeting dates could be determined now that they were aware of the Overseers meeting dates.

Executive Session:

John Spritz asked if an executive session was needed, none was needed today however Steve Kazilionis mentioned one will need to be next month.

Adjourn:

Meeting adjourned at 11:20 a.m.