

Northport Village Corporation

January 15, 2017

Overseers Meeting Minutes

Attendees:

President: John Spritz
Village Agent: William Paige
Office Manager: Amy Eldridge

Overseers:

Vicky Matthews
Paul Nyren
Judy Metcalf
Lee Houghton
Wendy Huntoon
Dick Brockway

Visitors:

Carla Paige, Beverly Crofoot, Harry Rosenblum, Jim Huning, Marge Brockway.

Meeting Called to order: John Spritz called the meeting to order at 8:57 am

John S. expressed his appreciation for everything that Zelma McCormick Huntoon has provided to the Village and expressed his condolences to the Huntoon Family.

Approval of Minutes:

Judy Metcalf motioned to approve the November minutes, Seconded by Lee Houghton. All in favor.

Questions/issues from Bayside Residents and meeting attendees:

Dick B. provided a pamphlet that NVC may want to look into offering as an informational tool for the village. Dick B. is going to be the contact person for the pamphlet.

Beverly Crofoot mentioned the recent thefts in the area and expressed how we may want to explore other information on the pamphlet besides the map that showed all of the street names.

Report of the President

John S. mentioned there was no new information to provide.

Report of the Treasurer

John S. went over the following information that was provided by Steve K. Approval was requested of the Overseers to approve payment of our Workers Comp bill (due January 31st). The invoice arrived too late to be included in this month's warrants and we don't meet again until February. This payable is

not included in the blanket authorization that is part of our payable policy. \$1,086.40, this amount will be included in the February warrant for Overseer signature.

Bricks for the walkway - the Centennial Committee and the Centennial fundraising activities were disbanded upon the completion of their work. If more bricks are to be sold for the path, we need a mechanism for doing so. While the Overseers could track that through the existing financials, the budget does not anticipate that continued responsibility and revenue. See Further Discussion below under New Business.

Windows (from the financial perspective). Whatever approach the Overseers choose to take that particular project was not budgeted per se. The building repair budget is only \$1,000; the contingency budget is only \$17,100. Steve K. reminds the Overseers that usually draws from the contingency funds are not anticipated this early in the year as our history suggests we will consume a good part of these funds for projects we should have, but did not budget.

Budget preparation

This is the schedule for January. The intent was to come to some agreement on the major issues surrounding our 2018 budget at a high level. This would guide us as we move thru the remainder of the budget process. You could certainly choose to defer this discussion until a later meeting if you wish.

January

Review and approve major objectives for the 2017 draft budget (perhaps beyond).

Use of existing reserves?

Changes to Village operations that would impact the budget?

Major projects – Community Hall, Dinghy Dock, Bayside Arts

Reserves – level of priority, what do we reserve for?

Taxes – hold the line, or increase as necessary? Issue a bond to fund Community Hall repairs (access / egress, painting, electrical, windows).

Overage on the wharfs and floats – Judy M. mentioned that we received Scott Monroe's bill on time but the bill was twice as much than what was budgeted for the year.

Lee H. mentioned that we may want to slow up on roads improvements to try to save money for some Village improvements that have more of a priority status. John S. read part of an email from Steve K. that expressed the same view.

John S. took the opportunity to mention in general, that emails having to do with the Village need to be sent to the NVC mailbox as well. The Overseers, NVC President and NVC office should all be included. Our Public Access Policy identifies the Office as the central repository of all village records and therefore to comply with that, all publicly available records must be copied to the Office.

Report of the Village Agent

The NVC Office was a victim of the recent thefts in the area and had to reorder the answering system that was ordered. The dock is in good shape, roads are in good shape. There were several parking issues that Bill needed to handle when plowing occurred. The process for having a vehicle towed has been clarified. In the future we will contact the towing company first before the sheriff. Bill will be working with the Towing Company first going forward.

Bill P. would like going forward that any equipment that belongs to NVC, that is issued out in the spring, needs to come back to the office at the end of the season. There have been delays in the past getting the Village equipment back. Bill also mentioned that he would be ordering the chair racks for the upstairs.

The 3 dehumidifiers that are utilized at the NVC office have been recalled by the manufacturer and a determination was needed as to if we wanted a replacement or money back. The overall consensus was to ask for a check and we would look into alternate options.

Amy provided recent request and information received for reservations for the Community Hall. Vicky M. expressed her concerns with performances at the hall and what requirements will be needed. Judy M. supports Vicky M. statement and recommended 3 stipulations (1) Kitchen remains locked. (2) Anything they carry in needs to be carried out and (3) they need to leave the Hall cleaned and ready for other groups. Wendy mentioned that if a group using the Community Hall charges a fee to see the performance then the fee to use the hall should not be waived. Lee H also agreed. Vicky M. will work with the Bayside Arts Committee and the Maskers to resolve concerns expressed.

Communication Report:

Wendy H. will follow up with John Woolsey about communications and technologies for future meetings.

Finance Committee Report:

Judy M. noted that the comments earlier during the Treasurer Report constitute the Finance Committee Report.

Infrastructure Committee Report:

Dick B. received back a report from the University of Maine on the review of the Community Hall. He

will look it over and provide the information to the Overseers.

Paul N. Reported on the work of the Committee in evaluating the options for restoring or replacing the windows in the Community Hall. As noted in earlier reports, Paul N. had investigated window restorers in consultation with Mr. Granston and members of the Historical Society. The cost to restore one window would be approximately \$800.00. Many families in the village are donating funds to fix the windows. If the windows were to be replaced in phases, given the plan to paint the south side of the building, Paul suggested that the windows at the front side and the south side of the Community Hall might be the first to replace. Beverly C. provided photos of the process of how the windows would be fixed. She and others were shown how the process worked. The time-line of the process would be completed and reinstalled by mid-May for at least 5 windows. Greg Gordon in Hope Maine uses a steaming process to restore the windows. Funding resources for this project in addition to Village money were identified. Judy M. noted that private contributions had already been pledged on a per window basis. Beverly C. volunteered to prepare an application for a grant available through the Maine Community Foundation. Beverly C. will continue with the grant and provide a draft to the Overseers when ready.

Judy M. MOVED: to hire Greg and Leah Gordon to replace up to 10 windows this year with the hope that at least 5 being completed by May at the approximate cost of \$800.00 per window times 10 equals \$8000.00 minus \$4800.00 provided by the 6 families committed to paying for 1 window each would put a possible \$3200.00 cost on NVC if further funding is not received. Vicky M. seconded the motion. Discussion: Lee H. is against the idea of restoring the wooden windows instead of purchasing Anderson Windows. VOTED: 5 in favor and 1 opposed.

Judy M. MOVED that the Village engage in a community outreach campaign to help solicit funds for the repair and restoration project for the Community Hall. Wendy H. seconded the motion. Discussion: Overseers wanted further detailed information about the campaign before voting. Judy asked to have the motion tabled until she is able to provide more detailed information in writing.

If anyone is interested in donating toward a window, please contact the NVC Office.

Safety Committee:

Wendy reported as follows: Handicapped parking – the recommendation was to add one parking place onto what we already have. Bill has spoken to multiple people about the additional parking spot and he would have to further research the recommendation to see if it's feasible.

Wendy H. reported that the committee had met and committed to assuring that the police officer would be vetted and commitment to community policing was at the forefront. The committee has also reviewed the responsibilities of a Lifeguard and their compensation was discussed.

Wendy H. asked if NVC has determined any regulations for the new Marijuana laws that will be going

into effect as of January 31, 2017. John S. informed the group that nothing has been determined at this time. He directed the question over to the Town Liaison for direction from the Town.

Town Liaison:

Paul N. reported as follows: the Town does have on their to do list the Marijuana Laws and how it effects the town. He said that nothing has been determined at this time but would let NVC know once he has been advised. He reported that he had raised the continuing issue of proper disposal of leaves to the Transfer Station's inability to accept them. The Town has no recommendations at this time on what to do with the leaves. Paul N. will continue to work on this issue.

Utility Committee:

Judy M. said that there were no action items for the Overseers and the systems are working great. They are going to be looking into lead testing with Edna Drinkwater School.

Governance Committee:

John Spritz, Vicky Matthews, Blair Einstein, Tim Samway and Judy Metcalf are all members on the committee. They have met and have decided to divided up in to groups and review the By-Laws and the Charter to determined recommendations of improvement if needed.

New and continuing business

Centennial committee funds re new bricks: The Centennial Committee no long exists and a question came up asking what we need to do with funds that exist in the financial. A question was asked if the Historical Society would want to take on managing the Centennial Committee funds. Beverly C. said that she would not be able to provide that answer without consulting the Committee members. John S. will speak with representatives of Bayside Arts, the Historical Society, and the Yacht Club to see about their interest in managing the fundraising related to the bricks.

Next meeting is February 19th 2017 @ 9:00 am.

Adjourned at 11:02