

Northport Village Corporation

January 13, 2018

Overseers Meeting Draft Minutes

Attendees:

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

Overseers

Judy Metcalf
Lee Houghton
Jeffrey Wilt
Michael Lannan
Vicky Matthews
Michael Terrell

Visitors: Bill Cressey, Gordon Fuller, Gina Cressey, Ned Lightner

Meeting Called to order: John S. Called the meeting to order at 9:00 am

Approval of Minutes: Lee H. moved to approve the November 2018 minutes. Judy M. seconded the motion. Discussion: Vicky M. requested that the notes be amended under the Tree Worden Report to reflect more clearly that the \$5,300.00 approved was for multiple trees and not just one. Further, she recommended that the recap for the Community Hall Use that Amy provided should be in the Minutes as an appendix. VOTED: 6 Approved, 0 Opposed, and 0 Abstained, as amended.

Questions/issues from Bayside Residents and meeting attendees: Michael Lannan provided information about the Nordic Aqua Farms transaction. Two people from Upstream Watch were at the meeting to inform the Overseers of additional information about Nordic Aquafarms. David Losie from Upstream Watch provided a map that was provided to the government and DEP from Nordic Aquafarms that did not include Northport. He wanted to let the village know what is happening with the DEP. He advised that DEP had declined a reconsideration request for a hearing on Upstream Watch's Motion to Dismiss. Kim Tucker is a lawyer for Upstream Watch as well as for Maine Lobster Union. She reported that Nordic Aquafarms has changed the plan for dumping the wastewater out into deep water. Nordic Aquafarms is looking to dispose of around 7.7 million gallons of wastewater a day into the bay. Belfast alone has permission to dump 1.49 million gallons of wastewater a day. She advised that in her view the Village's own permit to dispose of wastewater under its DEP and EPA permits may be impacted by any general diminution in quality of the Bay by virtue of this additional wastewater proposed to be dumped by Nordic Aquafarms. The Overseers appreciated David and Kim coming to provide their information.

Report of the President: John S. welcomed Jeff Wilt as the new Overseer to replace Wendy Huntoon. Amy E. confirmed that the gift card was taken care of for the sand and salt gentleman who assists Bill P.

In response to John S's inquiry regarding Bayside Arts, Bill Cressey expressed that Bayside Arts would like to build a door on the front of the stage so that Bayside Arts can slide the background under the

stage. He reported that Bayside Arts are looking for rent free from the Overseers for when they do not charge and they would pay for the Community Hall when they do charge a fee. The Overseers would like to see the backdrop modified so that it can be taken down more easily and quickly. Bill P. stated that he would need to look at the structure of the stage before they start any construction. He thinks the stage may need to have better support.

John S. provided an update on the Safety Committee. The Overseers discussed what they would like to see from the Safety Committee. Discussion was had concerning a new chair for the committee. Judy M. expressed appreciation for the time that Michael Tirrell has spent on the Safety Committee and stated that Michael Tirrell would be an appropriate person to chair that committee. Jeffrey Wilt expressed that he would volunteer being on the safety committee where he is in the village year round. **Judy M. moved that the president with the advice and consent of the Overseers vote to make Michael Tirrell the Chair of the Safety Committee. Seconded by Lee H. 6 Approved, 0 Opposed, 0 Abstained.**

Treasurer Report: Steve Kr. reported on how the warrant process works to the new Overseers. He provided the Overseers the warrants for November and December to be signed. He also reported on his treasurer report (See Appendix A)

Village Agent Report: Bill P. reported that everything went smoothly the last couple of months and would like the Communications Chair to remind the community about the limits on roadside trash pick-up. He needs to replace some signs down at the dock and will let the overseers know at a later time. He was looking for projects in the village that will be needed for. The state inspector came to do an inspection on the electrical work completed in the Community Hall. A notice of intent to rebuild a seawall at the property bottom of Auditorium Park came into the office. John S. will work with Bill P on getting a letter out to the property owners regarding the proximity of that wall to village property and the imperative to protect village property. Anne Soave sent a letter to NVC asking for information and permission about temporarily placing her home into Merithew Square Park at time that she places a foundation under the home, if she does move forward with that. **Judy. M moved that consistent with village policy: Anne Soave be granted permission to temporarily place her cottage on the park provided she confirms her boundaries with a survey; do so only in the “off-season;” and sign the customary Indemnification Agreement to the Overseers. Seconded by Lee H. 6 Approved, 0 Opposed, 0 Abstained.**

Office Manager Report: Amy E. reported that Samantha Langlois has advised that she will not be managing the Farmers Market in the village for 2019. We will await information about whether anyone will take her place.

Tree Warden Report: Vicky M. reported that the trees were taken down at Cradle Row and Pleasant Lane and the pruning will be done at a later time. The Pleasant Lane tree will be chopped up so that Amy can provide the stumps to the school. The Tree Committee will be back together in the spring and will be looking at where to plant trees to replace the trees that have been taken down.

Communications Report: A general reminder for all was discussed regarding the Public Meeting and Email Communication rules.

Finance Committee Report: Nothing to report at this time.

Governance Committee Report: **Judy M. moved to approve the zoning ordinance for the Northport Village Corporation as amended and after public hearings on September 2, 2018 and November 18, 2018 meeting. Lee H. seconded the motion. 6 Approved, 0 Opposed, 0 Abstained.** Over the next few months a survey and public meetings will be conducted to solicit input from community residents on any further land use control which may be sought.

Infrastructure Committee Report: Michael L. reported that they are negotiating the two options for the design and one is the revetment and the other one is the granite vertical wall. The granite wall option requires GO technical work.

Lee H. moved to get an estimate from a contractor to include design. Judy M. seconded the motion Discussion: was had. **Lee H. moved to amend his motion to include both a consideration of both revetment and granite wall. Judy M. agreed to the amendment of the motion. Further Discussion.** Michael L. clarified what Lee was asking in his motion. Michael L. stated that the engineers would be instructed to do enough engineering design for a RFP and no more which would be a lower cost. **Lee H. withdraws his amendment and motion.**

Michael L. moved that we look at 2 designs options of revetment and granite wall and take those 2 options to a place of design bid build with a reasonable cost estimate for each package. Lee H. seconded the motion. Discussion: The consensus was that the seawall may be confusing to many and people would like to know everything that is going to be included with each design so people know exactly that they are getting for the money they are spending. **6 Approved, 0 Opposed, 0 Abstained.**

Judy M. moved to broaden the range of options that in light of the Overseers vote in July, 2018 which may be understood to limit our choices to consideration of revetment, we expressly broaden our considerations to include both revetment and vertical granite wall. Lee H. seconded the motion. 6 Approved, 0 Opposed, 0 Abstained.

Michael L. has put together an Ad hoc Committee to address concerns regarding the dinghy float. Those who have agreed to serve are: Gordon Fuller, Bill Haverty, Jeff Wilt Bill Paige, and Jennifer Tabb. Michael L. reported that Jeff Wilt agreed to serve as the Chair on the committee. **Judy M. moved to take two action items while the committee does its work, namely that Bill P. will research the cost of a ladder for the out float and the second would be to investigate on a ladder for the boat float. Lee H. seconded the motion. 6 Approved, 0 Opposed, 0 Abstained.**

Judy M. moved that an Ad hoc Committee for waterfront safety be established with the approval of the president, with Jeffrey Wilt as Chair. Vicky M. seconded the motion. 5 Approved, 0 Opposed, 0 Abstained.

Safety committee Report: Nothing to report at this time.

Town Liaison Report: Nothing to report at this time.

Utility Committee Report: Judy M. reported that with the resignation of Wendy H., the Utilities Department needed a replacement. **Judy M. moved to have Michael L. appointed to the Utilities Department by the president. Seconded by Lee H. 5 Approved, 0 Opposed, 0 Abstained.**

Judy M. also reported that the 301h waiver permit was approved by the EPA recently with conditions.

The conditions include completion of year-round treatment and testing. The Utilities Trustees have retained Eaton Peabody and Dirigo Engineering to assist them in devising a mechanism for response to the timeline set forth in the new permit. Fernie B, Bill P., and Dick M. will have to come up with an immediate plan on how to make everything safe with year round treat.

New and continuing business:

Vicky M. is going to the town meeting tomorrow as well as Michael L. Judy M. has spoken with Barbara Ashe and advised her that if anything come to the town that the village may need to know about to please let us know.

Personnel Committee: Michael L recommended that we table this discussion until after Michael Tirrell comes back with his safety committee mission and responsibilities.

February 24th is the next meeting. Amy E. will let Dan know of the new meeting date.

Meeting Adjourned: at 12:32 pm

Appendix A:

Treasurer's report for December

January 13, 2019

Warrants are circulating.

Financials

Estimated Variance to Budget

	<u>Jan - Dec 18</u>	<u>Budg</u>
Total 6000 · Administration	19,718.00	22,650
Total 6199 · Employee Wages and Benefits	27,896.25	26,250
Total 6200 · Building and Utilities	6,232.45	6,200
Total 6290 · Roads	25,234.03	15,000
Total 6400 · Community	50,802.41	50,850
Total 6500 · Protection & Safety	28,440.73	23,450
Total 6900 · Long Term Debt Service	58,008.97	58,000
Total 8200 · Capital Exp. and Contingencies	49,063.98	32,010
8300 · Window Restoration Project	2,750.00	0

Variance to budget

Rent correction

Truck Maintenance correction

Hydrant rental

Estimated spending over budget

Authorized Reserve Spending

Given the magnitude of the projects undertaken this past year it is authorized to be booked \$10,000 to reserves as voted at the annual meeting, August 2018.

Old business

New business

- Cash flow: as in past years, we use our reserves to fund operations each year. Historically this has required roughly \$120 to \$130K annually. This is due primarily to the change in property taxes.
- At the recommendation of our accountants, we will be making split payments between the NVC business units. Payroll related to General Government which was reimbursed by the Utilities in January these expenses will be paid monthly by each business unit. We will “split” this expense. We will also see an incremental improvement in cash flow as a result of this change.
- It is important to note some differences between 2018 and 2019 budgets:
 - The contingency budget is \$3,000 less than 2018
 - There are no funds budgeted to accrue to reserves.
 - Most budgets reflect actual spending during 2018 (general government and safety which is budgeted \$1,000 below