



Minutes of the Meeting of the Northport Village Corporation Board of Overseers

Sunday, November 15, 2020

Virtual – Zoom

Attendees

President: John Spritz

Treasurer: Wendy Huntoon

Village Agent: William Paige

Overseers

Lisa Fryer

Michael Lannan

Vicky Matthews

Judy Metcalf

Janae Novotny

Michael Tirrell

Jeffrey Wilt

Meeting called to order: 9:05 am

(The President noted that the Treasurer's Report would have to be delivered at 10:00 am, to meet a prior commitment by the Finance Manager.)

Approval of Minutes: Jeffrey W. made a motion to approve October 18th minutes; Judy seconded; the President asked to add a line on page 3 regarding the Griffin/George Street property, that the letter had been sent to the attorney in 2018; the vote to approve was unanimous.

Public Comments:

- David Losee of Upstream Watch spoke to the Overseers, via a prepared statement and on the Zoom call, about upcoming events in the ongoing Nordic Aquafarms situation. On November 19th, Maine BEP and the City of Belfast will likely be issuing permits for the project. The potential next step after that is an ADC appeal.
- The NVC is not committing to any financial outlay in terms of the appeal but will likely continue to work with Upstream Watch in its line of questioning regarding the project.
- The NVC Overseers agreed not to take any action at the moment but to be prepared for a possible Emergency Meeting in early December, at which they might have to make a decision regarding if and how to proceed.

Seawall Update - Mike Lannan

- Mike showed Zoom call participants a series of photographs highlighting the project's progress.
- Certain Bayside individuals have continued to walk near or on the project while it is in construction, endangering themselves and others. These individuals have been spoken to.

Infrastructure Committee – Michael Lannan

- Main Street in Ruggles Park is getting beat up by the seawall-project construction trucks, and there will need to be repaving of Main Street at the project's conclusion. The Village Agent suggested the advantage of "Cape Cod swales" on both sides of Main Street.
- Reminder to notify Bayside residents and others of the annual Winter Parking Ban. A notice will be placed in the newspaper and on Village bulletin boards.



Tree Committee – Lisa Fryer

- There has been no Tree Committee meeting since the last Overseers meeting, but there is one coming up on Wednesday the 18th.
- A letter has been sent to Village property owners whose views might be affected by new tree/bush plantings. The Committee will keep this topic moving forward at their next meeting, and plan to start writing grants for trees.

Tree Warden - Vicky Matthews

- Please add Vicky M. to the Tree Committee listing
- The tree in Merrithew Square, part of which fell and damaged cars earlier this year, has been taken down, at a cost of about \$1,000. The stump remains, for the time being.
- Two trees on upper Maple Street are scheduled to be taken down and have been marked by the Village Agent; that cost needs to be included in next year's plan.

Report of the Treasurer – Wendy Huntoon

- The Treasurer and the Finance Manager made reference to the Treasurer's Report and the spreadsheet of the 2020 Budget.
- The Treasurer noted that the budget (vs. actual) is still being adjusted. The most notable issue is that real estate taxes are currently being received at \$58K over budget. The reason for this disparity is not yet known.
- The surplus in Nonoperating Income is due to generous donations by Bayside residents on behalf of projects involving the brown tail moth, Merrithew Square etc.
- The NVC is currently showing a \$46K surplus, but that figure is unreliable, since it depends on the real estate taxes referenced above, which seem to be (in receipt) significantly higher than expected.
- Michael T. asked if payroll taxes should be considered/budgeted by Committees (such as Safety) that employ people. The answer was 'yes,' and henceforth, payroll taxes will be distributed on the budget to their appropriate departments.
- Michael T. also noted that (police) "cruiser maintenance" was over \$4K this year, and the Safety Committee will discuss the ongoing value of annual maintenance costs vs. a new cruiser.
- Michael T. asked why "Hydrant Rental" shows up under "Protection & Safety;" the Treasurer replied that hydrants are used primarily in case of fires, therefore are safety-related.
- Mike L. asked if gravel purchased in advance for the following year is earmarked for any one project, or can be used for other gravel projects? Judy M. responded that the gravel does not need to be associated with any one project.
- Mike L. noted that \$5K had been authorized to do a North Avenue survey, connected to the project there. Judy M. responded that the \$5K had been moved to the seawall project.
- Jeffrey W. asked if we are confident that the Village-approved budget accounts for everything the Overseers are spending money on? Judy M. said that the Finance Committee will continue to monitor the budget and make any necessary recommendations. The Finance Manager responded that she is confident that this budget includes all known expenditures.



Finance Committee – Judy Metcalf

- Judy M. noted that she had submitted to the Overseers notes from the most recent Finance Committee meeting, on November 11th.
- The Committee recommends that Bill Eastty be added to the Committee; the President appointed Mr. Eastty.
- Judy M. made a motion, Jeffrey W. seconded, that the Village Agent be authorized to pre-purchase \$4,000 in gravel for 2021 projects. The vote was unanimous.
- The next meeting of the Finance Committee is in January.
- Mike L. made a request to see invoices for the seawall project.
- Judy M. noted that the Finance Committee will serve as a line of communications to the auditors, during the 2021 audit.

Report from the Finance Manager - Nina Richard

- New NVC email addresses, and their usage and protocol, will soon be issued to the NVC staff and Overseers.
- Warrants will go out on Monday Nov. 16th, to be signed.
- The Finance Manager proposes shifting her winter office hours at the NVC office from Thursday to Wednesday. The Overseers agreed.

Communications Committee – Lisa Fryer

- The committee has been meeting and making good progress on the new NVC website. It will next meet after Thanksgiving, to review content.
- New waterfront regulations will need to be added into that content.
- The Overseers agreed to allow their NVC emails to be listed on the new NVC website.

Governance Committee – Judy Metcalf

- The Polly Ireland issue was handled successfully, and all materials have been executed properly.

Personnel Committee – Janae Novotny

- The Committee has been meeting and will have specific recommendations in January for the Overseers regarding a “trainee/apprentice” for the Village Agent.

Utilities Committee – Judy Metcalf

- The committee met on November 13th. 2021 budgets were reviewed and adopted, and now need to be approved by the Overseers.
- Judy M. made a motion, and Vicky M. seconded, to adopt the 2021 water budget. The vote was unanimous.
- Judy M. made a motion, and Michael T. seconded, to adopt the 2021 sewer budget. Mike L. asked if the electronic payment system was yet up and running? The answer is ‘not yet,’ but it should be soon. The vote was unanimous.
- Judy M. made a motion, and Vicky M seconded, to approve the sewer and water connection for Polly Ireland’s new home on upper Maple Street. The vote was unanimous.



Safety Committee – Michael Tirrell – Nothing to report

Waterfront Safety – Jeffrey Wilt

- The volunteer wharfmasters have questioned what to do about the six kayaks still on the beach, that have not been claimed.
- The Overseers agreed to post a Public Notice that if the kayaks are not claimed, they will be sold by the Village, as authorized under the Abandoned Property Statute. Judy M. will work on wording for this announcement.

Town of Northport – Vicky Matthews – Nothing to report

Report from President – John Spritz

- The Overseers traditionally make gifts to key staff members at the end of each year. Mike L. made a motion, and Judy M seconded, to authorize the President to distribute end-of-year gifts as has been done in the past, to the appropriate NVC staff.

Report of the Village Agent - Bill Paige

- Everything has been covered by other people in their Committee reports.
- Judy M. asked if unpaid Utility bills had seen a change. The Village Agent replied that these outstanding bills have gone down a lot, but there are still some remaining, with balances dating back to July. New bills will be going out shortly, with disconnect notices, as necessary.

Comments by Meeting Attendees

- Judy M. wanted to mention that a Zoom comment during the call had been that, if kayaks need to be moved to Bluff Road or sold, that the owners should be fined for that task. She noted that there was also an online comment thanking the Overseers for their service and work.

Meeting Adjourned at 11:23 am.

The next Overseers Meeting is at 9 am on Sunday, January 17.

Meeting minutes submitted by John Spritz.



Motions Approved during this Overseers Meeting:

- Jeffrey W. made a motion to approve the October 18th minutes, seconded by Judy M.; the vote was unanimous.
- Judy M. made a motion, Jeffrey W. seconded, that the Village Agent be authorized to pre-purchase \$4,000 in gravel for 2021 projects. The vote was unanimous.
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