



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

Sunday, April 11, 2021

Virtual – Zoom

Attendees

President: John Spritz

Treasurer: Wendy Huntoon

Village Agent: William Paige

Finance Manager: Nina Richard

Overseers

Lisa Fryer

Michael Lannan

Vicky Matthews

Judy Metcalf

Janae Novotny

Michael Tirrell

Jeffrey Wilt

Meeting called to order: 9:05 am

Approval of Minutes: Minutes from the March 14 meeting are not yet available.

Public Comments/Questions:

- Vicky Matthews noted that she had sent the Overseers a request from John Woolsey, on behalf of Bayside Arts, regarding a request for a summer art show in Community Hall. Janae N. suggested we table this request until decisions about summer access to public spaces are voted on, later in the meeting. Vicky M. agreed.

Seawall Update - Mike Lannan

- The project is not longer posted; work is recommencing on cleaning up and restoring the site. Most work should be done by the next meeting (May 16).
- The new circle at the bottom of Ruggles Park will be about 20' uphill from the old circle.
- For the 2021 season, kayaks and other personal watercraft will be stored further uphill, in Ruggles Park, to allow grass adjacent to the new seawall to take hold.
- Also planning to extend curbing on North Avenue, to address drainage and plowing issues. Costs are being pulled together now.

There was a discussion about the large block of concrete-and-winch, in Ruggles Park, and whether it would be removed as part of the general seawall clean-up. Given that the block has potential historical value (the winch), and that the Bayside Historic Preservation Society is meeting soon after the Overseers meeting, a decision was made to see if the BHPS would be interested in keeping and maintaining the block. (Subsequent to the Overseers meeting, the BHPS Board met and *“The BHPS recommends that the Overseers do not remove the winch. Instead the recommendation is to keep the winch, document its history in Bayside and determine a way to preserve it including identifying what those costs would be. There was not sufficient time to go back to see how long it has been in place. However, the attached postcards document it back to the 1940’s.”*)

Consideration of the degree of public access to Bayside public spaces in the summer of 2021



- Michael T. said that the Safety Committee met this week. Regarding access to public spaces in the summer of 2021, the consensus was to “return to normal,” following Maine CDC guidelines.
- Jeffrey W said that the Waterfront Safety Committee came to a similar conclusion regarding the boat float and waterfront. Their recommendation is to install the regular floats as usual.
- On behalf of the Personnel Committee, Janae N. noted that social distancing for the lifeguards might be an issue.
- The Overseers agreed to address the issues of indoor vs. outdoor access in separate motions. Several members of the public spoke to the issue.

The Overseers unanimously passed the following four motions, each motion incorporating a requirement of adherence to current CDC and State of Maine guidelines:

1. Motion #1, moved by Jeffrey W. and seconded by Judy M.: all outdoor areas will be open for use by the public, following CDC guidelines particularly regarding appropriate social distancing and the wearing of masks.
2. Motion #2, moved by Judy M. and seconded by Michael T.: The Bayside Library will be open to the public, subject to any CDC guidelines, particularly regarding appropriate social distancing and the wearing of masks.
3. Motion #3, moved by Judy M. and seconded by Michael T.: The upstairs of Community Hall will be open to the public, subject to any CDC guidelines regarding appropriate social distancing and the wearing of masks, as well as the following conditions:
 - 1) Windows must be open during any public use or event;
 - 2) Any fans in use during events or activities must be directed for an outward air flow; and
 - 3) A minimum of 48 hours must take place between uses of the hall.
4. Motion #4, moved by Judy M. and seconded by Jeffrey W.: The downstairs of Community Hall will be open to the public, following the same precautions put in place in 2020 regarding traffic flow, appropriate social distancing, and the wearing of masks.

Nordic Aquafarms Update: Mike L. noted that appeals to the project are moving forward.

Report of the Treasurer – Wendy Huntoon

The Treasurer referred to reports sent out earlier this week. Additional comments included:

- The application for the Maine bond bank loan for the seawall has been extended to the fall of 2021; Wendy will follow up with Mike L. regarding particulars.
- The 2020 NVC audit will occur in April.
- The 2021 P&L has been sent out. Janae N. asked that, as a nonprofit entity, the NVC have headings on this document changed from “Profit and Loss” to “Revenues and Expenditures.”
- There is about \$9K in the Contingencies account, with numerous requests for this money. The Overseers need to determine how to allocate it.
- The words “and Planting” will be added to the “Tree Removal” line item.
- The balance sheet will be available as of the May Overseers meeting.



- April 23 is the deadline for Overseers to offer ideas about the 2022 budget, following which there will be a budget meeting for 2022.
- Wendy said she would prefer not to take the annual Treasurer stipend (\$450), which led to the following motion, moved by Judy M. and seconded by Janae N.: That the Treasurer’s stipend not be expended this year. The vote was unanimous.

With changes to the language, the Overseers also voted on renewing the Bookkeeping/Financial Manager contract with NR Bookkeeping Services. Janae N. moved to accept the updated and revised contract, Jeffrey W. seconded. The vote was unanimous. In commenting on the position of Office Manager or Administrator, Nina Richard noted that this individual should be an employee of the NVC, and not an independent contractor.

Judy M. made a motion, and Janae N. seconded, to set up separate accounts (general government, utilities) for the truck accrual account.

Personnel Committee – Janae Novotny

The Committee has met regularly.

- Regarding the Office Assistant position, there is money in the budget to hire someone at \$20/hour.
- The Committee is recommending a workshop, to address sustainability issues for the NVC. The Workshop will include NVC Overseers and Officers, and will take place at 8 am on Sunday, April 25.
- Michael T. made a motion, and Judy M. seconded, to approve the employment of Thomas Parker and Ronin Deschamps as two lifeguards for the summer of 2021, at a salary of \$15/hour. The vote was unanimous.

Infrastructure Committee – Mike Lannan

Already presented at beginning of meeting.

Tree Committee – Lisa Fryer

The Committee has not met recently. In the fall, a new tree will go in at the space adjacent to the north side of the new seawall.

Communications Committee – Lisa Fryer

The Committee is working on the website content, and it will soon be available to the Overseers for comments. The intent is to have a “soft” launch in May.

Governance Committee – Judy Metcalf

The Committee is looking forward to a re-opening of public spaces in the summer of 2021, which will allow it to hold some long-delayed public meetings.

Utilities Committee – Judy Metcalf

The committee met on April 9.



- They voted to authorize the Treasurer to segregate \$ into reserve accounts. There is currently \$91K in the Utilities reserve account.
- The new Utilities wastewater system is fully operational, the new building is complete, and there may be an Open House to celebrate its construction.

Safety Committee – Michael Tirrell

- The Committee is reviewing the proposed Waterfront Safety ordinance.
- The Safety Brochure is being redone.
- There will be no Safety Day in 2021.
- The Committee anticipates no significant changes to their budget for 2022.

Waterfront Safety – Jeffrey Wilt

The Committee met and discussed kayak storage, mooring block storage and the floats. They are working on recommendations for the Village Agent and Scott Munroe.

Tree Warden – Vicky Matthews

No report; once the ground is soft(er), any tree planting can commence.

Town of Northport – Vicky Matthews

- The Town of continues to investigate bringing high-speed broadband to the area
- There will be an election on April 14 for a new Town Selectperson.

Report from the President – John Spritz

No report.

Report of the Village Agent - Bill Paige

- The swim and boat flats will be put in, per their usual schedule.
- He is checking how much money would be needed to make necessary repairs to the playground.
- He will work with the President and Jeffrey W. to address Scott Munroe's equipment in Ruggles Park and how soon it can be removed.
- He is looking at the North Avenue project and how any new work might be able to coordinate with a project at the top of that street.

Finance Committee – Judy Metcalf

The Committee will review request to use the Contingency Fund and report back to the Overseers.

Comments by Meeting Attendees: None

Judy M. made a motion to adjourn, seconded by Jeffrey W. Meeting Adjourned at 12:25 pm.

The next Overseers Meeting is at 9 am on Sunday, May 16.

Meeting minutes submitted by John Spritz.



Motions Approved during this Overseers Meeting:

The Overseers unanimously passed the following four motions regarding access to public spaces at Bayside during the summer season of 2021, each motion incorporating a requirement of adherence to current CDC and State of Maine guidelines:

1. Motion #1, moved by Jeffrey W. and seconded by Judy M.: all outdoor areas will be open for use by the public, following CDC guidelines particularly regarding appropriate social distancing and the wearing of masks.
2. Motion #2, moved by Judy M. and seconded by Michael T.: The Bayside Library will be open to the public, subject to any CDC guidelines, particularly regarding appropriate social distancing and the wearing of masks.
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 - Windows must be open during any public use or event;
 - Any fans in use during events or activities must be directed for an outward air flow; and
 - A minimum of 48 hours must take place between uses of the hall.
4. Motion #4, moved by Judy M. and seconded by Jeffrey W.: The downstairs of Community Hall will be open to the public, following the same precautions put in place in 2020 regarding traffic flow, appropriate social distancing, and the wearing of masks.

Also:

- Judy M. moved, and Janae N. seconded, that the Treasurer's stipend not be expended this year. The vote was unanimous.
- The Overseers voted on renewing the Bookkeeping/Financial Manager contract with NR Bookkeeping Services. Janae N. moved to accept the updated and revised contract, Jeffrey W. seconded. The vote was unanimous.
- Judy M. made a motion, and Janae N. seconded, to set up separate accounts (general government, utilities) for the truck accrual account. The vote was unanimous.
- Michael T. made a motion, and Judy M. seconded, to approve the employment of Thomas Parker and Ronin Deschamps as two lifeguards for the summer of 2021, at a salary of \$15/hour. The vote was unanimous.,