



June 12, 2022 – 8:00 a.m.

Meeting of the Northport Village Corporation Board of Overseers

This is a hybrid meeting – in person* in the Community Room of Community Hall, 813 Shore Road, Northport, ME and virtually at:

<https://us02web.zoom.us/j/84597428214?pwd=NnRORURuMTg4eEJXSUJ1S2lpWIB5Zz09>

*Due to the size of the meeting room and quality of air circulation, masks will be required for the in-person meeting.

Updated Meeting Agenda

- Call to order
- Agenda review
- Comments by members of the public
- Approval of May 15, 2022 minutes (Written minutes submitted.)
- Village Agent Report (Written report submitted.)
- Treasurer's Report (Written report submitted.)
 - Proposed 2023 budget discussion
- Committee Reports (*as needed*)
 - Finance
 - Governance
 - Tree Warden and Tree Committee
 - Utilities
 - Infrastructure
 - Safety
 - Waterfront
 - Small watercraft rental companies
 - Discussion regarding status of Grove Street/Cradle Row for 2022-23
 - Communications
 - Personnel
- Ad Hoc Parking Ordinance Implementation Committee
 - Review of final parking warning notice
- Ad Hoc Playground Committee
- Ad Hoc Community Hall Fees/Use Committee (Written report submitted.)
- Technology Officer Report
- President's Report
 - Recommendations (1) to require all Community Hall users to provide certificate of liability insurance naming the NVC as an additional insured and (2) to participate, at no cost to NVC, in MMA's Tenant Users Liability Insurance Program (TULIP) to provide Hall users with an option to purchase event liability insurance.
 - MMA's response to NVC's cyber assessment.
 - Various facility use requests for Board action (Requests submitted.)
 - Recommendation to authorize expenditure of \$2/volunteer for 2022-2023 accident insurance for NVC volunteers
 - With Town Liaison, report on Town Annual meeting and budget warrants approval.
 - Appointment of Nominating Committee
 - Appointment of Voter Registration Committee
- Town Liaison Report
- Other issues or reports
 - Public use of parks
 - Free Little Library - Proposal from Maya Stein, Esme and Hollyn Field (Preliminary information submitted.)
- Comments by members of the public
- Adjourn.

**Northport Village Corporation
Village Agent Report
June 12, 2022 Board of Overseers Meeting**

Parking Ordinance Implementation Issues

- Signs: Worked with sign installation crew, and all recommended signs have been installed.
- Northport Yacht Club boat/trailer storage: Yacht Club accepted NVC's proposal and chose to clear boat trailer parking area and road around the utility garage. Work has been completed, and club representatives are pleased with the results.
- Cradle Row: Need a plan, money and new signage for planned future Cradle Row/Grove Street use.
 - Grove Street/Cradle Row Preparation for Parking: Working with Brown's Excavation on an affordable solution. (1) First option, although better, is too expensive: 4' wide trench by 140' long filled with rock tailings; 12" of -2" gravel over everything, except first 40' from Clinton in because that area is in better shape and needs less gravel. \$9,000. (2) 4' x 140' 2' deep trench, filled with rock tailings and 6" of -2" gravel, except 4" of gravel over first 40' in from Clinton. \$6,800. (3) Same as option 2, except only 4" of -2" gravel throughout. Cars may sink down and this option may not last as long as other options. \$6,200. All options will direct water to the Pleasant Lane ditch.

Parks

- Ruggles Park:
 - Farley has contracted with Turf Doctor to "weed and feed" for the summer. The grass cannot be moved for a few days after an application, so the park may look like it is overdue to be mowed.
 - Jim and Cathy Ross were informed of the Board's approval of their request to paint pickle ball lines on the basketball court.
 - Lawns 'r Us hired to clean up mussels from the floats stored in the park over the winter.
- Bottom of Ruggles Park: Water running down the public walkway between 3 and 5 Park Row that washes silt and rocks down the side of the Park Row extension and around the corner of the boat ramp down toward the Bay. Met with contractor to discuss installing a storm drain to capture that water. Estimate is \$5,000 for new catch basin that ties into the one further down.

Wharf, floats and seawall

- Swim float:

- Has been launched and will be installed before the lifeguard starts. We do not install it earlier because, in spite of warmer weather, the temperature of the water is still too cold for safe swimming.
- Two new stainless steel ladders have been ordered. The ladder for the east side of the float has been extended a bit to allow easier access for less agile swimmers.
- Metal and woodwork for landing that the ramp sets on the float has been repaired.
- Boat floats:
 - Boat floats were launched and hooked up before Memorial Day.
 - Volunteers installed new rub rail on south end of the boat float. Boat float and dinghy float have been inspected and are OK for this summer. Boat float ladder was broken when the float was pulled out of the water last fall and should be replaced.
- Signage: Safety Committee and Wharfmaster have requested new signage regarding swimming safety and fishing rules. Will get estimates when I receive final language from Safety, Waterfront and Wharfmaster.
- Dock house: Small carpentry projects/needed repairs will be done this summer.
- Seawall and wharf vandalism
 - A group of about 4 kids removed all of the small rocks Farley had placed between the granite blocks and threw them on the dock or into the water.
 - I had the ladder anchored on the front of the dock and used by swimmers removed and placed next to the lifeguard chair to be repaired. Someone (probably more than one person because the ladder is very heavy) pushed the ladder off the dock and into the bay. We filed a report with the Sheriff's Department and searched for the ladder. Andrew Bewsher eventually found it on the north shore and, with assistance, brought it back. The ladder has been repaired and reinstalled.

Roads

- Pleasant Street: Washout repaired.
- Storm drains cleanout: Met with Town's storm drain cleanout contractor when work began.
- Street sweeping: Met with Town's street sweeping contractor when work began. Contractor missed paved part of Park Row.
- Upper Clinton: Regraded and shaped for the season.
- West Street: Graded and shaped for the season.
- Seawall area: Graded, added gravel, etc. where washed out above the kayak storage area.
- North Avenue: before fuel costs skyrocketed, estimate to cut out curbing, dig out and fill in with gravel and hot top new area was \$5,000. Oil truck wheels may deteriorate the new hot top, and there is no guarantee about how long this "fix" will last.

- Broadway: Residents have raised concerns about the October washout between Griffin and Main and the deepening ruts and potholes. I have spoken to the Road Commissioner about this, and a resident mentioned it at a Town Municipal Officers meeting. After I spoke to the Town Administrator, the portion of the washout that was in front of a driveway was repaired.
- Water at head of Pleasant Lane: Talked with Road Commissioner about possibility of a storm drain on Broadway to address water running down Pleasant Lane. He advised me to have Brown's Excavation to look at it and give an estimate for the work. Waiting for an estimate. He asked me to check into raising the storm drain at Merithew Square to reduce the depth of the "speed bump" there and give him the estimate. Unlikely that the Town will address these issues in the current budget.
- Shore Road and Bluff Road: Repeatedly since last fall, have asked the Road Commissioner to cut back the brush in the road right-of-way at points along these roads where tree limbs and shrubs are hanging over/in the roadway. Has not been done yet.
- New encroachments on NVC property. 34 Main Street encroachments have not been removed.
- Property owner complaints about water runoff from village roads: Whenever I have an opportunity, I advise property owners building new structures or doing major remodels to build their foundations higher than the crest of the road grade to avoid flooding. Property owners who ignore this advice then complain that runoff from the road floods their property and they want the village to do something about it. I suggest that we figure out some other ways to communicate this information. Website? Zoning ordinance?

Miscellaneous

- Beale Park banking: Investigated complaint about a sewer smell, and determined that it is not a sewer issue. Appears to be ground water drainage.
- Fence around the pond: The frost has picked up the concrete posts and the fence is falling over. Replacing the fence was on a "10-year plan" that was never funded. Looking at temporary fix to reset the posts, but longer-term fix is needed soon.
- Truck and sander: When the sander is removed from the truck and cleaned up, I have identified someone who will try to repair it. If we can't repair, we will have to replace two chains for the slide tray. In addition the snowplow needs new blades (estimate \$800) and needs to be serviced this year.
- Merithew Square parking lot: Handicapped parking sign and post have been installed.
- I continue to field calls from private contractors working throughout the Village on current and planned projects in the Village.
- I continue to deal with various villagers with issues they want addressed.
- CMP's replacement of poles on Shore Road and Bluff Road: I continue to deal with companies regarding pole replacement and fiber optic cable.

Village projects/needs on the near and far horizon with budget implications

- **Ruggles Park Playground:** Need to budget for crusher dust placed under the swings.
- **Basketball court:** Resurfacing will need to be done in the near future. The crack(s) is widening and will present a hazard at some point.
- **Community Hall:**
 - Shingles are ok. The bottom trim needed to repaired, patched and cracks filled to reduce a rodent issue.
 - Hammond Lumber has informed me that the hardware for the new door will not be available until September, so the new door installation will have to wait.
- **Inshore mooring block for the boat float:** The block is near the end of its life and needs to be replaced.
- **Floats replacement:** It is time to begin setting aside and saving money to replace the swim float. Replacement cost ballpark: \$25-45, 000. Then, it will be time to save for a new boat float. Working on refining a cost estimate.
- **Police cruiser:** Spring routine maintenance discovered that the cruiser needs new rear brake shoes, approximate cost of \$400.

Other Activities

- Interim Office Manager work.
- Wastewater and water department work with new connections.

Submitted by Bill Paige, Village Agent.

Treasurer's Report

06/12/2022

Public materials can be found on the NVC website nvcmaine.org.

- **Warrants**

- April warrants were prepared by the NVC Office staff, President and Treasurer and provided to the Board for review and signature on June 8, 2022.
 - Lacking an office manager, the process continues to be time consuming for volunteers, specifically the Treasurer and President in assembling, reviewing and formatting the information.
 - The process was updated again this past month in order to continue to reduce errors including duplicate payments.

- **2022 and 2023 Budget**

- Draft budgets are available in the 2023BudgetWorkshops Google Drive accessible to the Board and NVC staff.
- The third 2023 Budget workshop was held on June 11, 2022 with the resulting budget to be available in the 2023BudgetWorkshops Google Drive.

- **NVC Business Office Functions**

- Ability to added and delete accounts to facilitate both the 2020 audit and transition to the new accounting firm.
 - Only 2 accountant logins are allowed in addition to the ownership account (currently NR Bookkeeping) so NVC currently can NOT have both accounting firms (Wilke & Associates, Philbrook) and the auditors (Purdy Powers) access the system at the same time.
- Without an Office Manager, NVC staff, contracted services and volunteers continue to work at capacity to support bookkeeping and finance manager duties until the office manager position is filled. Specific activities over the past month include:
 - Identifying and resolving overpaid or past due bills.
 - Finding and copying documents in support of the 2020 Audit.

- **Bookkeeping Transition**

- Met with the Philbrook staff to start the onboarding process. Transition is currently on hold until an accountant login can be provided to them.
- The office staff, volunteers and Wilke & Associates developed and paid the warrants for May. Process for June still needs to be determined.
- The interim Office Manager continues to perform the finance manager duties until the approved Office Manager position is filled.

- **Audit**

- Significant time was spent in May and early June (roughly 20 hours per week) in support of the 2020 Audit.
- 2020 Audit is not complete. Expectation is to have the remaining outstanding items address by Monday, June 13th.
- See below for a summary of the background issues associated with the audit.
- Specific May/June activities included:

- Review of the 2020 Balance sheet to identify errors resulting in the imbalance between Assets and Liabilities between departments (General, Sewer, Water).
- Calculation of outstanding Due From and Due To in order to resolve identified balance sheet issues.
 - Specifically resolving payroll and split expenses typically paid out the General checking account.
 - Sewer and Water then owe General funds and the transactions must be corrected to identify both Property and Class. This was not done correctly in 2020.
- Updating 2020 revenue to be booked on an accrual not cash basis. Included getting 2020 Tax and Utility billing information from the Northport Town Manager and Utilities Billing Clerk.
- Finding missing invoices from 2020. One, Tree Works, is still outstanding. Most missing invoices are from the first half of 2020 with many coinciding with the onset of COVID.
- Corresponding and meeting with Purdy Powers to discuss outstanding audit items.

2020 Audit Background Information and Update June 2022

NVC has not yet completed the 2020 audit due to a number of factors listed below. NVC cannot start the 2021 audit until the 2020 audit has been completed. Work on the 2020 Audit has been ongoing since February 2021 and has involved paid and volunteer support from a number of NVC staff, contractors and volunteers. Below is a summary of the 2020 Audit activities as background.

- August 2020 – NVC financial functions transitioned:
 - New Treasurer was elected (G. Huntoon), separating NVC's Treasurer and paid Finance Manager responsibilities.
 - New Finance Manager was appointed (Nina Richards, NR Bookkeeping)
 - Bookkeeping functions were transitioned (NR Bookkeeping)
 - NR Bookkeeping continued to provide general office support.
- 2020 Audit Start (February 2021) – NR Bookkeeping provided the initial documents for Purdy Powers to review for the 2020 audit.
 - 2020 Balance Sheet balanced for NVC as a whole but not by Departments (Properties). While a single organization, the three departments (General, Sewer, Water) have separate audit requirements thus must be balanced as individual departments.
 - Audit was delayed in order to review/revise the financial documents.
- Financial Document Review (Spring/Summer 2021)
 - NR Bookkeeping and Purdy Powers identified underlying issues with the financial documents:
 - QB file used to start 2020 was corrupted and/or incomplete. At minimum it did not contain the Journal Entries made after the 2019 audit.
 - In the attempt to fix the 2020 General Ledger the following was observed:
 - 2020 QB Desktop file migrated to NR Bookkeeping in August 2020 was not complete.
 - Previous versions of the 2020 QB Desktop files were either corrupted so they could not be opened at all or could be loaded but would not unlock using the known username/password combination.
 - NR Bookkeeping migrated the 2020 General Ledger from QB Desktop to QB Online.
 - Purdy Powers provided the journal entries from 2019 for entry in the 2020 General Ledger.
- Onsite Audit (Fall 2021)
 - Purdy Powers came onsite in October to perform the onsite portion of the audit.
 - Identified invoices that were missing from the 2020 Warrants.
 - Identified outstanding General Ledger issues including:
 - Cash based instead of Accrual accounting of revenue.
 - Difference in Net Revenue based on Class vs Property.

- Balance sheet that still did not balance by Property.
 - List of Outstanding audit issues were identified by Purdy Powers that needed to be addressed before the 2020 audit could be completed.
- Resolving Outstanding Audit Issues (Winter 2021/Spring 2022)
 - NR Bookkeeping began to address outstanding ledger issues but then submitted notice in November 2021 effective January 15, 2021 effectively stalling progress on the 2020 audit until new accounting support was identified.
 - Wilke & Associates was contracted with in December 2021 to specifically address the outstanding audit issues. Minimal progress was made.
 - Finance Committee and Board hired Wilke & Associates as the Interim Bookkeeper and searched for a new full time Bookkeeper.
 - Focus shifted from resolving outstanding 2020 Audit issues to maintaining day to day business office functions including managing payroll, bill paying, and monthly warrant functions.
- 2020 Audit (June 2022)
 - Significant effort (Wilke & Associates, Treasurer) was put into correcting the outstanding 2020 audit issues, in particular resolving Due From/Due to imbalances. Efforts included
 - Treasurer converting QB reports into excel spreadsheets in order to identify Sewer and Water expenses that continued to be attributed to General as a Property.
 - Wilke & Associates updating General Ledger to reflect changes, including recognizing revenue on an accrual not cash basis; fixing Bond balances; fixing Due From/Due To
 - Wilke & Associates met multiple times with Purdy Powers in order to understand outstanding issues and then resolve them in the General Ledger.
- 2020 Audit Status (Current)
 - Wilke & Associates is working on resolving the outstanding issues based on a call with Purdy Powers on Wednesday, June 8th. The goal is to have a correct Balance Sheet by Property (General, Sewer, Water) by Monday, June 13th.
 - Once the balance sheet is correct, the 2020 audit can be finalized.
- Long Term
 - NVC should consider treating General, Sewer and Water as separate entities in QB, what Purdy Powers indicated NVC had done prior to 2020, and would have simplified the 2020 Audit process.
 - Purdy Powers and Wilke & Associates recommends NVC move in this direction. While it is not possible for 2022, it should be implemented in 2023.
 - General pays a significant number of bills for both Sewer and Water. This convention has the following issues associated with it:
 - In a combined General Ledger it makes generating a balance sheet by Properties (required for the yearly Audit) difficult.

- Increases the amount of accounting work required by the NVC business office:
 - Expenses need to be accounted for multiple ways – first when the bills are paid and then when payments between the department is reconciled.
 - Payroll was done quarterly but should be done monthly or weekly in order to maintain accurate books particular when migrating between bookkeeping firms as done in 2020, 2021 and 2022.
- The convention of splitting bills between General/Sewer/Water increases the amount of both office work and financial management needed by NVC. Specifically:
 - Not all bills are split 34/33/33 (General/Sewer/Water) resulting in additional work by staff or volunteers as well as increasing the chance of error.
 - Anytime a bill is split 2 or 3 ways, it required additional work by contractors, office staff or volunteers to: account for the expenses: QB entries; warrant preparation; copies of invoices.



Parking Warning

You are in violation of the Parking Ordinance of the Northport Village Corporation (Bayside). This warning is to inform you that further violations may result in a fine, as stipulated in the ordinance.

Violation # _____

License plate #: _____

Vehical make/model: _____

Location: _____

Date: _____

Time: _____

Issued by: _____

The check marks below indicate the violation:

- ☐ Vehicle parked in NO PARKING zone
- ☐ Vehicle parked OVERNIGHT
- ☐ Vehicle parked in HANDICAPPED space
- ☐ Vehicle obstructing PASSAGEWAY
- ☐ Other

Violations: May result in fines of \$25 to \$200 per day.
Please see reverse side for info on Parking Ordinance.

***On all Village roads: Emergency vehicles
require a 14' passageway at all times.***

NO PARKING AREAS IN BAYSIDE

- In front of any public or private driveway (whether the driveway is occupied or not) or mailboxes
- Within 15 feet of an intersection (where any two roads come together)
- Within 15 feet of a fire hydrant on the hydrant side of the street
- Sign-posted "No Parking" zones
- Fire Department Area: Within 15 feet of the Fire Department driveway, on both sides of the street
- Ruggles Park: As stipulated by ordinance or park signage
- Auditorium Park: Only available to cottages on Park
- George Street: No parking on the Community Hall side between Rogers Lane and Cobe Road
- Rogers Lane: No parking on the Bayview Park side
- Lower Bayview Park: No parking on either side (except for unloading/loading with a 15-minute maximum)
- Bay Street and Sea Street: No parking on Blaisdell Park side
- Motorhomes: No overnight parking is allowed in any Village parking area or along Village roads.

Learn more at www.nvcmaine.org
or use QR code to the right.



**Northport Village Corporation
June 12, 2022 Board of Overseers Meeting
NVC Facility Use Requests**

Community Hall 2022 Reservation Requests

Requester	Purpose	Date	Time	Comments	Board Action/ Conditions
Bayside Arts	Volunteer training	7/7/22	1:30-3:30 p.m.		
Bayside Arts	Performance	8/20/22	5-10 p.m.		

ACCIDENT INSURANCE FOR VOLUNTEERS

THIS FLYER EXPLAINS THE GENERAL PURPOSE OF THE INSURANCE DESCRIBED, BUT IN NO WAY CHANGES OR AFFECTS ANY SUCH POLICY AS ACTUALLY ISSUED.

COVERAGE UNDERWRITTEN BY THE HARTFORD LIFE INSURANCE COMPANY

WHO IS ELIGIBLE FOR COVERAGE?

Volunteers of a Member municipality/entity participating in the Maine Municipal Association's Workers Compensation Fund or Property and Casualty Pool programs are eligible. Participating Members must name ALL known volunteers, must identify ALL vacancies to be filled, and must list ALL projected or potential volunteer positions. Participation in the program requires the Member to agree to maintain an accurate list of volunteers and to acknowledge that the list is subject to audit by the carrier or the carrier's designee.

WHO IS NOT ELIGIBLE FOR COVERAGE?

Certain individuals are not eligible for coverage including, but not limited to, participants of organized sports, and persons while they are performing police, firefighting, search and/or rescue, emergency medical, work release or alternative sentencing duties.

WHEN IS AN INSURED PERSON COVERED?

An Insured Person is covered while he or she is participating in a volunteer activity sponsored by and under the direct supervision of the enrolled Member; traveling with the group in connection with such activities under the direct supervision of the enrolled Member; or traveling directly to and from their volunteer activity.

DESCRIPTION OF BENEFITS

Accidental Medical Expense: The first expense must be incurred within 26 weeks of the date of the accident. For any one accident, covered expenses will be paid up to \$50,000 if they are incurred within two years if caused by the accident.

Accidental Death and Dismemberment: Pays the following lump sum benefits for accidental loss of life, limbs, sight, speech, or hearing within 180 days of a covered accident. If more than one loss results from the same accident, only the largest applicable benefit will be paid: Life, \$10,000; Both hands or both feet or sight of both eyes or any combination, \$10,000; Loss of one hand and one foot; or hand or foot and sight of one eye, \$10,000; Either hand or foot, \$5,000; Sight of one eye, \$5,000; Thumb and index finger of either hand, \$2,500.

EXCLUSIONS

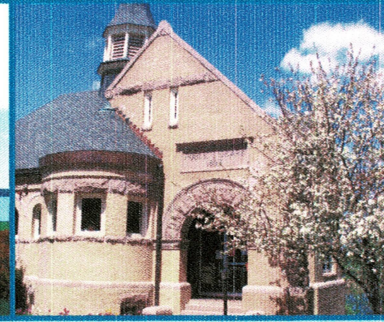
This policy does not cover loss resulting from:

- a) intentionally self-inflicted injury, suicide or attempted suicide, whether sane or insane;
- b) injury sustained while:
 - i) in or on;
 - ii) boarding or alighting from;
 - iii) being struck down by;
 - any aircraft in motion except as an airline passenger on an aircraft:
 - i) operated by a passenger airline
 - ii) on a regularly scheduled trip over its established route;
- c) war or act of war, whether declared or not;
- d) injury sustained while in the armed forces (land, water or air) of any country or international authority;
- e) repair or replacement of existing dentures, partial dentures, braces, fixed or removable bridges, or other artificial dental restoration;
- f) repair, replacement, examinations for prescriptions or fitting of eyeglasses or contact lenses;
- g) repair or replacement of artificial limbs or orthopedic braces.

COVERAGE PERIOD AND ANNUAL PREMIUMS

The coverage runs from July 1, 2022 through June 30, 2023. Annual cost of \$2.00 per volunteer per year will not be prorated for late entry and adjustments will not be made for expirations of terms or appointments, or the conclusion of volunteer activities.

Tenant Users Liability Insurance Program (TULIP)



Maine Municipal Association
Risk Management Services

MMA Proudly offers this special events program through our broker
HUB International New England



Tenant User Liability Insurance Program (Why The Need?)

Requests to use municipal property and facilities by the public have become a common occurrence. While it is comforting knowing that the municipality is covered through MMA, independent entities that use your municipal facilities are not. This opens the possibility of the municipality becoming drawn into unnecessary claims.

The Solution to this dilemma is the Tenant Users Liability Insurance Program (TULIP). TULIP is a low-cost insurance policy that protects both the "Tenant User" and the municipality. A "Tenant User" is any outside party using town or school facilities. The policy applies to bodily injury or property damage arising out of the use of municipal premises by Tenant Users. Premium costs are traditionally paid by the Tenant Users or by the department inviting the Tenant User

into the facility. Premium costs are based on the nature of the event, the duration of the event, the number of participants, the level of risk of the event and any special requirements.

Coverage & Limits

Coverage limits of \$1 million are available for products/completed operations, including liability for bodily injury and property damage. The policy will pay those sums that the insured (the tenant user) becomes legally obligated to pay as damages because of bodily injury or property damage to which this insurance applies.

Coverage Includes:

- Premises Operations
- Products/Completed Operations
- Contractual Liability
- Broad Form Property Damage
- Personal Injury Liability
- Limits are outside cost of defense
(Therefore, cost of defense is in addition to the limit of liability for any coverage.)

How It Works

- The Municipality is registered to use the TULIP program account through HUB International New England at no cost.
 - When a Tenant User wants to use the facility, the facility management directs the Tenant User to <https://www.intactspecialty.com/entertainment> and provides a seven-digit ID code that identifies the facility.
 - The Tenant User enters the ID code and answers a few basic questions in a three-step process that provides an online quote.
 - If the Tenant User decides to purchase coverage through the facility's TULIP program, they simply enter their credit card information and coverage is bound. A Certificate of Insurance is automatically sent to the facility, the Tenant User and the broker.
- Your Tenant User now has access to generate a quote and bind General Liability insurance via the TULIP online system!

For More Information Contact:



Marcus Ballou
Maine Municipal Association

Phone:
(800) 590-5583

Email:
mballou@memun.org



Susan Kludjian
HUB International New England

Phone:
(978) 661-6662

Entertainment Brokers
Web site:

<http://www.intactspecialty.com/entertainment>

This brochure explains the general purposes of the coverage described, but in no way changes or affects any such coverage as actually issued on the policy for any insured.



Janae Novotny <president@nvcmaine.org>

Bayside Little Free Library build?

3 messages

Maya Stein <mayarachelstein@gmail.com>

Fri, Apr 22, 2022 at 11:13 AM

To: bpaige@nvcmaine.org, president@nvcmaine.org

Good morning, Bill and Janae,

My name is Maya Stein and I'm a year-round resident at 757 Shore Road. Shiloh Field suggested I get in touch about a proposal / question for you.

For the past few summers, I have been hosting art / creativity classes in the summer for a Shiloh's younger children, and for this summer, I've proposed a project for them that is intended to inspire and benefit the Bayside community. The idea is to build a year-round Little Free Library to be placed in the village, in an easily accessible spot (perhaps near the dock, for example). We would build a themed book box that would give a nod to our coastal community, with a design that celebrates the beauty of our area. The project is all about sustainability, community, collaboration, and creating a legacy of meaningful creative action. Shiloh's girls are sketching out ideas already!

I currently have a Little Free Library on my property, but I know that installing one in a public space will require approval from the village. I can certainly provide more information about what an installation would entail, how it would be serviced, curated, and maintained, etc., but I wanted to at least get the ball rolling by introducing myself and this idea to you. I am certainly happy to submit an official proposal as needed. I can be reached at this email or (415) 265-0085 if you have any questions or thoughts about next steps.

I look forward to hearing from you!

warmly,

Maya

.....

Maya Stein

Ninja poet, writing guide, creative adventuress

www.mayastein.com
