

**Draft Minutes Northport Village Corporation
Board of Overseers
Sunday, June 11, 2023**

Overseers, Officers and Staff present: Celine Bewsher; Fred Lincoln (via Zoom); Vicky Matthews; Judy Metcalf; Michael Tirrell; Jeffrey Wilt and Brady Brim-Deforest; President, Janae Novotny; Clerk, Maureen (Beanie) Einstein (via Zoom); Office Manager Patricia "Trish" Parker.

Comments by Members of the Public

Referring to an item on the Agenda regarding the Parks & Trees Committee recommendation to approve removal of two dead bushes bordering the basketball court, Blair Einstein (24 Bay Street) said the bushes do have green buds on them and don't appear to be dead.

Business Meeting

President Janae N. introduced Trish Parker, NVC's new Office Manager. Trish gave a brief bio of her previous work experience, mostly in finance.

Approval of May 14, 2023 meeting Minutes

Janae N. asked if there were any questions or comments on the minutes of the May 14 meeting. Hearing none, she recommended the Board approve the minutes.

Jeffrey Wilt moved, seconded by Brady Brim-Deforest, to approve the minutes of the May 14, 2023 Board of Overseers meeting. Voted: Unanimous

Village Agent Report

Janae N. referred the Overseers to Bill Paige's report circulated prior to the meeting.

Basketball Court and Main Street Repairs

The Village Agent made the following recommendation: Instead of resurfacing the basketball court for a cost of about \$9400, recommend having a crack seal company fill the basketball court cracks and the lower Main Street crack with the rubber sealant used on highways. The estimate for this work is \$2895. Recommended approving an amount not to exceed \$3,000 for this work with half (\$1477.50) coming out of roads and maintenance budget (account code 6336) and half coming out of grounds general maintenance (account code 6333).

Judy M. made a motion, seconded by Celine, to approve the recommendations of the Village Agent as written on the agenda for repair of the basketball court and lower Main Street. Voted: Unanimous

Needing Electrical Work

Bill P. has received the following estimates for needed electrical work:

Maintenance building: \$1300.61

Lab/water shed: \$954.76

Community Hall (meeting room, office and hallway): \$1350.08

Community Hall (upstairs stage area): To install proper wiring for fans added by Bayside Arts): \$936.18

If 2023 funds are available later in the year, he requests that the maintenance building electrical work be approved so that there will be light for maintenance work needed this fall and winter. The remaining work should be included the 2024 budget.

Street Sweeping

Per Janae N., Amon Morse, the Town Road Commissioner has assured us that the village is schedules for street sweeping in the near future.

Treasurer's Report – Wendy Huntoon

Janae N. referred the Overseers to Wendy's report circulated prior to the meeting.

Recommendation from the Treasurer and President to provide an NVC credit card to the Office Manager with a \$5,000.00 limit.

Fred L. made a motion, seconded by Brady B., to approve the above recommendation as stated on the Agenda. Voted: Unanimous

President's Report – Janae Novotny.

Request from Farley, Inc. to release the seawall performance bond

Jeffrey W. made a motion, seconded by Michael Tirrell, to approve the request from Farley, Inc. to release the seawall performance bond and authorize the President to sign the release. Voted: Unanimous.

Recommendation to approve submitted Community Hall request (including a request from Carolyn Treadwell, Sea Street, to have a wedding on 9/08/2023 at 5 p.m.) After discussion, this request was tabled on further information could be obtained regarding the requestor's plans for parking, etc.

Jeffrey W. made a motion, seconded by Brady B., to approve submitted Community Hall use requests, and tabling approval for the Bayview Park wedding, until further details are obtained. Voted: Unanimous.

Appointment of a Nominating Committee

President Janae N. appointed a Nominating Committee for the annual meeting: Bill Cressey, Blair Einstein and Amanda Hickman.

Donation two new Apple Laptops

Brady B. has generously donated two new Apple laptops for the NVC office.

Vicky M. made a motion, seconded by Fred L., to accept the generous donation of two new Apple laptops from Brady B. Voted: Unanimous

Mailboxes in disrepair

The Lincolnville United States Postmistress spoke to the Officer Manager and Village Agent about the condition and disrepair of several mailboxes throughout the Village. Thorough discussion ensued. Parks & Trees Committee will work as the liaison with the community. The Town of Northport adopted a Mailbox Policy for town roads which may be seen at Northport's website.

<https://northportmaine.org/ordinances-policies/>

Governance Committee – Judy Metcalf

Judy M. made a motion, seconded by Jeffrey W., that the Overseers approve and adopt the changes to the NVC Zoning Ordinance to change and clarify the definitions of Impervious

Surface and Lot Coverage as set forth in the attached document, which change has been reviewed by the Governance Committee at public meetings and was the subject of a public hearing on Sunday, May 28, 2023 at which time the public had the opportunity to comment upon the recommended changes. Voted: Unanimous.

Judy M. noted that the change to the Ordinance has been reviewed and accepted by the Town of Northport's CEO, Toupie Rooney.

Parks & Trees/Tree Warden – Vicky Matthews

Vicky M. made a motion, seconded by Celine B., to approve the expenditure of \$5,000 for the removal of two trees, one in Auditorium Park and one near the corner of Griffin and George Streets. The requested amount includes the cost of a bucket truck needed for both projects because of the proximity of power lines. Voted: Unanimous.

The recommendation by the Trees & Parks Committee to approve removal of two dead bushes bordering the basketball court was withdrawn, as the bushes are budding and do not appear dead. The Committee's next meeting is June 24 at 9 a.m.

Discussion Items

Draft 2024 Budget Update: Working with Bill P and the new Utilities superintendent to update our replacement values for the Utility infrastructure for our property and casualty insurance renewal.

Brown tail Moth

Vicky Matthews – There is a reinfestation of the Brown tail Moth, and she requested an additional \$3,000.00 added into the draft 2024 Budget. This amount was added to the draft budget.

Maine Won't Wait Community Resilience Partnership List of Community Actions

Celine Bewsher reported that the team coordinating efforts of Bayside and the town of Northport for grant funding under Maine's Community Resilience Partnership program has prepared a brief online survey in advance of the June 12th community workshop. Celine encourage Village residents to take a few minutes to complete the survey. The Community Workshop is scheduled for Monday, June 12 at 6p.m. at the Northport Fire Station on Beech Hill Road. She encouraged Village residents to attend because the workshop is a vital part of the grant process and will assist the grant team in prioritizing action areas to increase resilience to natural disasters and weather-driven events such as rainstorms, coastal flooding, coastal erosion, and exposure to extreme heat and cold.

To date, 59 residents have responded to the Survey, and their responses prioritize 5 areas:

- 1) Investing in Climate-Ready Infrastructure,
- 2) Building Healthy & Resilient Communities,
- 3) Reduce Emissions through Clean Energy Innovation,
- 4) Engage Maine People—youth involvement, educations, etc. to keep people engaged, and
- 5) Protect the Environment & Promote Natural Climate Solutions.

Additional Infrastructure Committee news and dates: The Infrastructure Committee will meet on Sunday, June 25th, on the Dock. It is a "walking tour" to develop the Committee's Mission Statement. Celine thanked Art Hall & John Lojek for their help in repairing portions of the dock.

Draft NVC Donation and Gift Acceptance Checklist

Fred L. referred the Overseers to the Finance Committee draft checklist regarding donations. The Overseers had suggestions, and Fred L. will take them back to Committee for a final version to be vetted by the Governance Committee and then presented to the Overseers.

Utility Committee – Jeffrey Wilt

There were no exceedances in May! They have been operating all three trains (tanks) simultaneously and have been able to decrease the BOD numbers. The tanks are scheduled to be pumped on June 23. The Utilities Department has applied for two grants from the State of Maine for wastewater facilities – a climate adaption grant and an infrastructure-planning grant.

The date for the “Donuts & Dialog” on the Utilities has been changed to August 8 at 9 a.m. to allow all of the Utility Trustees to participate.

Safety Committee – Michael Tirrell

Michael Tirrell referred the Overseers to his Safety Committee meeting summary submitted prior to the meeting. Work continues on Danny Ryosa’s schedule for the summer. A new Kevlar vest has been ordered for Danny. They are altering the lifeguards’ schedule for more coverage for the 4th of July holiday period.

Communications – Michael Tirrell

All reports for the Village Annual Report are due to him no later than July 1.

Town Liaison – Jeffrey Wilt

The Town continues work on their 2024 Budget, which will be approved at the Town Meeting, Monday June 19 at the Drinkwater School.

Butters Cottage

An Engineer has deemed the cottage in Merithew as a dangerous building. A formal notice has been sent to the property owners. There will be a hearing on July 10th at which time the Select Board will vote regarding its disposition. The owners will then have 30 days to remove the building at their expense. After the building is removed and sold, any new building needs to be constructed within one year.

Presentation: Matthew Eddy, Midcoast Council of Governments

Matthew Eddy, MCOG Executive Director, gave a brief power point presentation on the benefits of our new partnership with MCOG.

- Funding & Grant Opportunities – will potentially identify grant applications and help us in bulk purchasing
- Advocacy & Communication at the State Level
- Advisory Support: Technical Assistance, Guidance, and Review
- Cooperative Purchasing Program
- Workshops & Training

Along with many additional benefits. Midcoast Council of Governments website is:
<https://www.midcoastcog.com/about>

President Janae N. and the Overseers thanked Matthew for his helpful presentation.

Community Comments

Rachel Rosa offered comments regarding the website calendar and the possibility of seeking donation of an EV charger.

Adjournment

The meeting was adjourned at 10:05 a.m.

Respectfully submitted:

Maureen “Beanie” Einstein, Clerk

Janae Novotny, President

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